

## VENDOR PROGRAM APPLICATION

Increase Visibility & Awareness  
of Your Company at ICALEO®

### VENDOR PROGRAM FEE

Application received by:	Non-Member	Member
April 5, 2018	<input type="checkbox"/> \$2,650	<input type="checkbox"/> \$2,050
April 6, 2018 – June 28, 2018	<input type="checkbox"/> \$2,800	<input type="checkbox"/> \$2,200
June 29, 2018 – Onsite (based on availability)	<input type="checkbox"/> \$2,950	<input type="checkbox"/> \$2,350
<input type="checkbox"/> \$125 Electricity Connection (1 outlet)		
Please do not place next to: _____		
<b>Corporate Membership:</b>		
<input type="checkbox"/> I am interested in taking advantage of a Corporate Membership.		

**Section A Total:** \$

### ADVERTISEMENTS\*

Advance Program Ads:	Non-member	Member
<input type="checkbox"/> 1/4 page (3.67" x 4.75")	\$375	\$315
<input type="checkbox"/> 1/2 page (7.5" x 4.75")	\$700	\$625
<input type="checkbox"/> Full page (8.5" x 11")	\$1,075	\$925
<b>Technical Digest Ads:</b>		
<input type="checkbox"/> 1/4 page (3.67" x 4.75")	\$375	\$315
<input type="checkbox"/> 1/2 page (7.5" x 4.75")	\$700	\$625
<input type="checkbox"/> Full page (8.5" x 11")	\$1,075	\$925

**Section B Total:** \$

### COMPANY INFORMATION

Company Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City/State/Province \_\_\_\_\_ Country \_\_\_\_\_ Postal Code \_\_\_\_\_  
 Company Phone \_\_\_\_\_ Company Toll Free \_\_\_\_\_  
 Company Email \_\_\_\_\_ Company Web Address \_\_\_\_\_  
 Contact Name \_\_\_\_\_ Title \_\_\_\_\_  
(Will receive all exhibit information and guidelines)  
 Contact Email \_\_\_\_\_ Contact Phone \_\_\_\_\_  
(All correspondence will be sent via email unless otherwise indicated)

**AGREEMENT** I have read and agree to the terms and conditions stated in this Vendor Program Application Form including the policies and liability information. Payment must be received in full by April 5, 2018 to guarantee space. Space will be released if payment is not received by due date.

Vendor's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### METHOD OF PAYMENT

- ☐ Check or Money Order enclosed, payable to LIA in U.S. Funds, drawn on a U.S. bank  
 (Please include company name on check)  
☐ Wire Transfer  
☐ Visa ☐ MasterCard ☐ AMEX ☐ Discover

Amount Authorized

\$ \_\_\_\_\_ USD  
 (Sections A + B)

Credit Card No.                 CSC\*No.

\*The card security code (CSC) is a 3- or 4-digit number (not part of the credit card number) that appears on the back of the credit card (Security Code appears on the front of American Express). **Payment will not be processed without CSC.**

Name on Credit Card \_\_\_\_\_ Expiration Date   /     (MM/YYYY)  
 CC Holder Address (if different from above) \_\_\_\_\_

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### MAIL APPLICATION / PAYMENT TO:

Laser Institute of America, 13501 Ingenuity Drive,  
Suite 128, Orlando, FL 32826 USA

### FAX APPLICATION / PAYMENT TO:

Fax with credit card information to +1.407.380.5588

## Vendor Program Policies:

Upon approval of this contract by an authorized Vendor Program representative, it is expressly understood that the Vendor Program Participant (VPP) has read and agreed to abide by the following liability policies.

**Location:** Laser Institute of America, referred to as LIA reserves the right to determine final placement of the VPP's tabletop display within the reception area during the special reception on October 16, 2018.

**Transportation/Setup:** All transportation and any other costs related to tabletop setup not explicitly offered by LIA are to be paid by the VPP.

**Liability:** LIA, all organizations and individuals who are employed by or associated with it in connection with this Vendor Program, will not assume responsibility and shall be held harmless by all VPPs for damage or loss resulting from fire, theft, or any other cause whatsoever, including accident or injury to VPPs, their employees and agents, the public, or others. The VPP agrees to pay promptly for any and all damages to the building or its equipment incurred through carelessness or otherwise, of vendor or his employees or agents.

**Laser Display:** Due to strict facility regulations, no operational lasers are allowed for the safety of all attendees.

**Losses:** LIA will not take responsibility for damage to VPP's property or lost shipments either incoming or outgoing, nor for moving costs. Damage due to inadequately packaged property is vendor's own responsibility. If display materials fail to arrive, the VPP is still responsible for the space reserved as per this contract. Vendors are advised to insure against these risks.

**Cancellations:** A non-refundable deposit of \$500 is required to confirm space for the Vendor Program. Written cancellation must be received in the LIA office prior to April 3, 2018 to assure a refund of monies (less non-refundable deposit). All monies are non-refundable after April 3, 2018.

**Open Houses, Plant Tours and Other Off-site Activities:** Vendor agrees that it will not sponsor, participate in or otherwise promote any open house, plant tour and/or other off-site hospitality activity during official show hours. Vendor further agrees that it will not pick up or deliver participants from the show site during show hours. Inquiries for open houses or other such events held during non-show hours must be made in writing at least 30 days prior to the start of the show. Please contact the conference department for more information.

**Termination of Exhibition:** In the event that the premises in which the Vendor Program is or is to be conducted, shall become, in the sole discretion of LIA, unfit for occupancy, or in the event the holding of the tabletop display or the performance of LIA under the Exhibit Reservation Contract (of which these Rules and Regulations are a part) are substantially or materially interfered with by virtue of any cause or causes not reasonably within the control of LIA, said Contract and/or the Vendor Program (or any part thereof) may be terminated by LIA. LIA shall not be responsible for delays, damage, loss, increased costs, or other unfavorable conditions arising by virtue of cause or causes not reasonably within the control of LIA. If LIA terminates said Contract and/or the Vendor Program (or any part thereof) as aforesaid, then LIA shall not be liable to the vendor other than for a prorated refund of such Vendor Program registration fee, payment determined on the basis of the number of conference days remaining. For purposes hereof, the phrase "cause or causes not reasonably within the control of LIA" shall include, but not by way of limitation; fire, casualty, flood, epidemic, earthquake or inclement weather; explosion or accident; blockade or embargo; governmental restraints; restraints or orders of civil defense or military authorities; act of public enemy, riot, or civil disturbance; strike, lockout, boycott, or other labor disturbance; inability to secure sufficient labor, technical, or other personnel; failure, impairment, or lack of adequate transportation facilities; inability to obtain, or condemnation, requisition, or commandeering of necessary supplies or equipment; local state, or federal law, ordinances, rule, order decree, or regulation, whether legislative, executive, or judicial, and whether constitutional or unconstitutional; or Acts of God. NOTE: Vendor Program Guidelines with shipping information, etc. will be available approximately 60 days prior to ICALEO® and will be emailed to the exhibit contact listed on the application.

**LIA'S ANTITRUST POLICY:** The LIA is a 501(c)(3) non-profit professional society dedicated to fostering lasers, laser applications and laser safety worldwide. The mission of LIA is to educate and serve the laser community on emerging laser technologies, laser applications and laser safety. LIA serves and educates through conferences, symposia, publications and training courses. It is the policy of the LIA to comply with applicable federal and state antitrust laws. The fundamental objective of the antitrust laws is to protect and promote free and fair competition. The LIA supports the public policies embodied in these laws. Through the adoption and issuance of the LIA's Antitrust Policy, LIA affirms its commitment to abide by the spirit and the letter of all antitrust laws. LIA board directors, officers, employees, conference exhibitors and sponsors along with their representatives are expected to follow the policy and guidelines contained herein as part of their ongoing obligations to LIA. This policy is intended to provide basic guidance on the antitrust laws that may be applicable to the activities of LIA. Legal counsel should be consulted in all cases involving specific situations or interpretations. Any director, officer or employee found in violation of this policy or the applicable antitrust laws will be subject to appropriate disciplinary action. The antitrust laws can be of unclear applicability, and in certain circumstances unlawful agreements among competitors can be inferred from circumstantial evidence. Therefore, at all LIA-sponsored events, including executive and board, committee task force, and working group meetings, the following will not be discussed: current or future prices; what constitutes a "fair profit level"; possible increases or decreases in prices; standardization or stabilization of prices; pricing procedures or formulas; cash discounts; credit terms; confidential future marketing plans; allocation of customers or geographic division of markets; refusal to deal with a company because of its pricing or distribution practices; whether or not the pricing practices of any LIA participant are unethical or constitute an unfair trade practice; information concerning any individual member company's costs, profits, inventory, market share, or other commercial information of a non-public nature.

*Presented by:*



13501 Ingenuity Drive, Suite 128  
Orlando, FL 32826 USA

+1.407.380.1553 | 1.800.34.LASER | [icaleo@lia.org](mailto:icaleo@lia.org) | [www.icaleo.org](http://www.icaleo.org)