7th International Bridge Engineering Conference
Improving Reliability and Safety - Restoration, Renewal and Replacement
December 1-3, 2010
Grand Hyatt San Antonio
San Antonio, Texas

EXHIBIT PROSPECTUS

TRANSPORTATION RESEARCH BOARD
OF THE NATIONAL ACADEMIES
Why Exhibit at the 7th International Bridge Engineering Conference?

The 7th International Bridge Engineering Conference (7th IBEC) is the one conference that brings together State and Federal DOT personnel, their industry and academic partners, and students to learn about innovative bridge engineering methods, procedures and products in the context of a bridge and structures research forum. This opportunity is available every five years and affords equipment manufacturers, software developers, contractors and other service providers to have face-to-face access with current and potential customers.

The conference provides a unique two-day opportunity to reach the bridge and structures design engineering world. The program has been designed to incorporate the lunches and breaks in the exhibit hall as well as an opening reception. Both attendees and exhibitors are sure to enjoy this informal, educational venue. This is a great opportunity to introduce your products!

2005 Profile of Attendance

<table>
<thead>
<tr>
<th>EMPLOYER</th>
<th>NUMBER OF ATTENDEES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Corporate</td>
<td>145</td>
</tr>
<tr>
<td>Government</td>
<td>83</td>
</tr>
<tr>
<td>Education</td>
<td>53</td>
</tr>
<tr>
<td>Nonprofit</td>
<td>9</td>
</tr>
<tr>
<td>TOTAL</td>
<td>290</td>
</tr>
</tbody>
</table>

6IBEC Attendance

- Corporate: 50%
- Government: 29%
- Education: 18%
- Nonprofit: 3%
### 7th IBEC 2010 Schedule at a Glance

<table>
<thead>
<tr>
<th>Time</th>
<th>Tuesday, November 30</th>
<th>Wednesday, December 1</th>
<th>Thursday, December 2</th>
<th>Friday, December 3</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00 AM</td>
<td>Registration Open &amp; Continental Breakfast</td>
<td>Registration Open &amp; Continental Breakfast</td>
<td>Registration Open &amp; Continental Breakfast</td>
<td></td>
</tr>
<tr>
<td>9:00 AM</td>
<td>Opening General Session</td>
<td>Plenary Session 2</td>
<td>Plenary Session 3</td>
<td></td>
</tr>
<tr>
<td>10:00 AM</td>
<td>Break</td>
<td>Break - Exhibits &amp; Posters Room</td>
<td>Break</td>
<td></td>
</tr>
<tr>
<td>11:00 AM</td>
<td>Plenary Session 1</td>
<td>Technical Sessions</td>
<td>Technical Sessions</td>
<td></td>
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<tr>
<td>Noon</td>
<td>Lunch in Exhibits and Posters Hall</td>
<td>Lunch in Exhibits and Posters Room</td>
<td>Exhibits &amp; Posters Reception</td>
<td>End of Conference</td>
</tr>
<tr>
<td>1:00 PM</td>
<td>Technical Sessions</td>
<td>Technical Sessions</td>
<td>Technical Sessions</td>
<td></td>
</tr>
<tr>
<td>2:00 PM</td>
<td>Technical Sessions</td>
<td>Technical Sessions</td>
<td>Technical Sessions</td>
<td></td>
</tr>
<tr>
<td>3:00 PM</td>
<td>Break - Exhibits &amp; Posters Room</td>
<td>Exhibits &amp; Posters Reception</td>
<td>Break - Exhibits &amp; Posters Room</td>
<td></td>
</tr>
<tr>
<td>4:00 PM</td>
<td>Technical Sessions</td>
<td>Technical Sessions</td>
<td>Technical Sessions</td>
<td></td>
</tr>
<tr>
<td>5:00 PM</td>
<td>Registration Open</td>
<td>Exhibits &amp; Posters Reception</td>
<td>Registration Open</td>
<td></td>
</tr>
<tr>
<td>6:00 PM</td>
<td>Exhibits &amp; Posters Reception</td>
<td>Registration Open</td>
<td>Exhibits &amp; Posters Reception</td>
<td></td>
</tr>
<tr>
<td>7:00 PM</td>
<td>Conference Committee Dinner (invite only)</td>
<td>Registration Open</td>
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<tr>
<td>8:00 PM</td>
<td>Correction</td>
<td>Registration Open</td>
<td>Registration Open</td>
<td></td>
</tr>
</tbody>
</table>
SPACE RENTAL FEE & TERMS

Full payment by credit card is required at time of Application. The Application deadline is November 10, 11:59 p.m.

- Fee is per 10’ x 10’
- $2,000 until November 10, 2010

Refunds will be issued for written cancellations and/or reductions in space as follows:

- Full refund until May 1, 2010
- 50% refund May 2 – July 1
- No refunds after July 1, 2010

SPACE ASSIGNMENT & ONLINE RESERVATION

Assignments will be made on a first-come, first-served basis. In-line booths may be combined to create a larger in-line booth; corner booths may not be combined. View floor plan.

Each company may badge two booth personnel per 10’x10’ booth at no charge. These badges include admission to conference sessions. The cost for additional booth personnel is $300. Badges may be picked up onsite beginning Wednesday, December 1.

You may apply for your booth online; for additional information including conference information, hotel information, and transportation information, visit the conference website.

Required at the time of registration:

- Payment, by American Express, MasterCard, or VISA (Federal Identification 53-0196932)
- Final Program description (50-word maximum)
- Names of up to two booth personnel per 10’ x 10’ (changes can be made via email until November 10)
- Providing a logo is optional (JPEG; 300dpi; minimum 1” x 1”; B&W)

EXHIBIT HALL HOURS

- Poster Sessions will be held in the Exhibit Hall
- 5 ½ Session-Free Exhibit Hours! (marked with an asterisk)

**Wednesday, December 1, Noon–6:30pm**
- Lunch Noon-1:15pm*
- Afternoon Break 3pm-3:30pm*
- Opening Reception 5pm-6:30pm*

**Thursday, December 2, 10:00am-3:30pm**
- Morning Break 10:00am-10:30am*
- Lunch Noon-1:15pm*
- Afternoon Break 3:00pm-3:30pm*
SERVICE KIT

7th IBEC will provide the following for each 10’ x 10’ standard booth: a 7” x 44” one-line identification sign listing company name and booth number; an 8’ high back-drape and 36” high side-drape; and overnight perimeter security beginning with setup and concluding after all freight has been removed.

All decorating, exhibit furniture, and electrical/Internet services may be ordered from the Exhibitor Service Kit provided by Freeman, the official general service contractor.

2010 Sample Advance Pricing:
- 6’ draped table @ $90.45
- Side chair @ $34.30
- Basic Telephone @ $150.00/day
- Standard Electrical Outlet @ $75.00
- Internet $1,095.00 flat rate (shared Ethernet network access)

INSTALLATION & DISMANTLE (PRELIMINARY)

**Installation:** Tuesday, November 30, Noon-5:00pm  
Wednesday, December 1, 8:00am-11:00am

**Dismantle:** Thursday, December 2, 3:30pm-9pm

Exhibitors will have access to the exhibit hall on Tuesday, November 30 beginning at Noon. All booths must be installed and ready for the opening by 11:00am on Wednesday. Any booth not occupied by 10am is subject to forfeiture with no refund of booth or registration fees.

Exhibitors may access the exhibit hall one hour prior to opening and remain 30 minutes after the close each day. All booths must be staffed during open hours.

No booth may be dismantled or packing started before 3:30pm, Thursday, December 2. All booth material must be crated and ready for removal by 9:00pm on Thursday. It is the exhibitor’s responsibility to pack and remove or consign for shipment all items of value prior to leaving their booth unattended. Any materials remaining after 9:00pm, not consigned to a specific carrier will be shipped by the official carrier at the exhibitor’s expense.

DISPLAY SIZES & LIMITATIONS

**Inline Booths**  
A Standard Booth is one (10' x 10') or two booths (10' x 20') in a straight line. Peninsula booths are not allowed. Exhibit fixtures, components, and identification signs will be permitted to a maximum height of 8’ in the back 5’ of the booth. No solid exhibit construction or freestanding display fixtures over the height of 4’ are allowed in the front 5’ of the exhibit.

Structures (other than literature tables or counters) designed for holding computers, monitors, televisions, video screens, or similar display elements, signs, etc., must not be placed in the front 5’ of the exhibit booth. Materials, equipment, and floral presentations in the front 5’ of the display that exceed 4’ from the ground must not create an obstruction that prevents clear view of neighboring exhibits. The rule of thumb is to stand at one
end of an aisle and have a clear view of the space above 4’ in the front 5’ of all booths in that aisle.

**Perimeter Wall Booths**
Booths along the perimeter of the exhibit hall must conform to the 8’ height limitation.

**End of Aisle**
Exhibitors with a booth at the end of the aisle may not open their booth to traffic on two sides of the booth.

**Height Restriction**
An in-line exhibit booth may not exceed the height of 8’ from the exhibit hall floor; island booths may be permitted to exceed the 8’ height restriction with prior written approval from TRB.

**SHIPPING**

All shipments must be **prepaid** and a copy of the bill of lading forwarded to the official drayer. Shipping instructions will be included in the *Exhibitor Service Kit*.

Advance freight will not be accepted prior to 30 days before the show and should be shipped to:

**Exhibiting Company Name/Booth # ______
TRB 7th IBEC 2010
c/o Freeman
3323 IH-35 North, Suite 126
San Antonio, TX 78219**

Exhibitors are encouraged to send all shipments to the hotel to be directed to the advance warehouse address. The Grand Hyatt San Antonio is unable to accept shipments. Therefore, advance warehouse shipping to Freeman is required. Please coordinate all outbound shipping in advance with your carrier. Arrangements must be made prior to show date. Failure to comply will result in additional charges from Freeman. Please contact Freeman Exhibit Services with specific shipping questions.

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**Contract Rules and Regulations**

**Contract for Space**
The Exhibit Booth Application and confirmation constitute a contract between the 7th International Bridge Engineering Conference (hereinafter referred to as 7th IBEC) and the exhibitor. The following rules are part of the contract. Any point not specifically covered in these rules is subject to the decision of 7th IBEC whose decision shall be final.

**Eligibility for Exhibiting**
In keeping with the educational purposes of the conference, any exhibitor whose proposed exhibit will enhance the educational purpose of 7th IBEC is eligible to apply for space. 7th IBEC reserves the right to reject any application that in its judgment does not meet this criterion.

**Booth Assignments**
Assignments will be made on a first-come, first-served basis. In-line booths may be combined to create a larger in-line booth except corner booths may not be combined. 7th IBEC reserves the right to reassign selected booth space with notification to exhibitor for the benefit of the exposition.

**Cancellations**
Exhibitor shall have the right to cancel this agreement at any time by written notice to 7th IBEC (online). Refunds will be issued for written cancellations and/or reductions in space as follows: full refund until May 1, 2010; 50% from May 2-July 1; no refunds after July 1, 2010. 7th IBEC retains the right to resell booth space canceled by the exhibitor.

**Exhibit Booth**

7th IBEC will provide the following: a 10’ x 10’ standard booth, a 7” x 44” one-line identification sign listing company name and booth number, an 8’-high back-drape and 36” side-drape; carpeting (the hall is carpeted) and overnight perimeter security (beginning with setup and concluding after all freight has been removed).

Standard in-line booths may not exceed a back wall height of 8’ and no part of the
exhibit or equipment may exceed a height of 4’ in the front half of the booth. All islands are restricted to a height of 10’, including the identification sign. No exhibit is permitted to obstruct the view of adjacent booths. See Display Sizes and Limitations. 7th IBEC reserves the right to direct revisions, at exhibitor expense, of any exhibit that does not comply with these guidelines.

**USE OF SPACE**

No exhibitor is permitted to promote products, equipment, or services other than its own. If an article of a non-exhibiting firm or business is required for the operation or display of an exhibitor’s wares, identification of such an article shall be limited to the usual and regular nameplates, imprinting, or trademarks under which article is sold in the regular course of business. No subletting or sharing of space is permitted. All activities must be confined to the limits of rented space, and must not impede traffic or interfere with the activity of other exhibitors. 7th IBEC may evict exhibitors who, because of noise, conduct of personnel, methods of operation, or any other reason, detract from the general educational character of the meeting. In the event of eviction, 7th IBEC will not issue a refund. Order taking is permitted.

**HOSPITALITY**

Only companies with space contracted in the exhibit hall may use a suite for hospitality purposes. Hospitality suites may not be open during official program hours, which include social activities sponsored by 7th IBEC. Exhibitors are not permitted to display equipment or products or to conduct product demonstrations in suites or sleeping rooms during 7th IBEC.

**DISTRIBUTION**

Distribution of product/service literature may be made only within the booth space assigned to the exhibitor presenting such material. Firms or organizations not assigned space will not be permitted to solicit business at the conference. Only customary/descriptive product literature and samples may be distributed to meeting attendees. Contact the hotel if you would like to order food and beverage.

**PROTECTION OF EXHIBIT FACILITY**

Exhibitors shall not deface any part of the exhibit facility. The cost of repairing any damage caused by the exhibitor, its employees, representatives, or agents will be billed to and paid by the exhibitor. Nothing can be taped, tacked, nailed, screwed, or otherwise posted to the columns, walls, floors, ceiling, furniture or other property of the hotel. All setup and dismantling of exhibit booths and equipment must be conducted within the exhibit hall. No storage of exhibit materials will be permitted between or behind booth draping.

**LABOR, SAFETY, & FIRE CODES**

The exhibitor is responsible for knowledge of and compliance with all union requirements and fire and safety codes. Booth decorations must be flame-proofed and all hangings must clear the floor. Electrical wiring must conform with all federal, state and municipal government requirements and to National Electrical Code Safety Rules. If inspection indicates that an exhibitor has neglected to comply with these regulations, or otherwise incurs fire hazards, the right is reserved to cancel at exhibitor’s expense all or such part of the exhibit as may be irregular.

**LIABILITY AND INSURANCE**

The exhibitor is responsible for any claims arising out of its own negligence, or out of the negligence of its employees or agents. 7th IBEC will endeavor to protect exhibitor property through contracted security personnel on the exhibit hall perimeter. The exhibitor shall be responsible for protecting its own property to its full value, either through purchased insurance or self-insurance. 7th IBEC will not assume responsibility for any loss or damage to exhibitor property.

In holding the Exhibit, 7th IBEC does not act as the agent of the exhibitor, the facility, the General Service Contractor, or any other party. Claims against any party other than 7th IBEC are to be submitted directly to the party involved.

In the event the Exhibit is canceled, or the exhibitor does not participate due to circumstances within the control of 7th IBEC, the liability of 7th IBEC shall be limited to a refund of all monies paid by the exhibitor as exhibit-booth rental and registration fees.