

20 May 2005

TO: Potential Exhibitors

FROM: Darnise Johnson

Reservations for Exhibit space at the 76th Shock & Vibration Symposium are now being offered. Spaces will be assigned beginning July 5, 2005. This year's conference is being held at The Royal Sonesta Hotel in New Orleans, LA. Plans for the annual Exhibitor Luncheon and our social event are still in the making, however, the following is the **most likely** schedule. If you have any ideas or suggestions concerning either event, please feel free to contact me. The Exhibitors' Luncheon is scheduled to be held on Tuesday, November 1st after the conclusion of the Opening Session. In addition, all breaks between sessions will be set up in the Exhibitor Area. A tentative exhibit schedule is outlined below:

Schedule is subject to change

Mon October 31	Exhibitor check-in and set up 3:00 PM – 12:00 AM
Tue November 1	Exhibitor Area open 11:30 AM - 5:00 PM*
Tue November 1	Exhibitors' Luncheon 11:30 AM - 1:00 PM
Wed November 2	Exhibitor Area open 7:30 AM - 5:00 PM
Wed November 2	Exhibitor Area open 7:00 PM- 9:00 PM (Social Event: exhibits must stay assembled)
Thur November 3	Tear down 6:00 AM-12 Noon

***All exhibit set-up activity must be completed Monday evening. Exhibitors will not be allowed to set up Tuesday morning. There will be no exceptions.**

Please see the following page for exhibit purchase options. Both packages include one table, two chairs, and one electrical outlet. If you would like to arrange for extra amenities, such as direct internet access, a telephone line, or more electricity, please contact the hotel for arrangements. Please note that any fees associated with additional amenities to booths will be the responsibility of the vendor.

SAVIAC will continue to offer our vendors the option to purchase more than one booth space if they wish. If you are interested in acquiring more space, please contact me, Darnise Johnson, at 301 596-0100. A sketch of the exhibit area is enclosed. Preferences for assigned space(s) are on a first-come, first-served basis. In order to ensure your space choice(s), please include the exhibit registration fee with your registration form and indicate on the form which space(s) you prefer. If necessary, we will expand the exhibits into the Foyer area.

If your organization will be sending multiple people to the technical portion of the symposium, please take a moment to look at the Multiple Registration Form included in your prospectus. For a lump price, your organization will be able to exhibit, send multiple symposium attendees, acquire a copy of the SAVIAC Compendium CD-ROM, and possibly purchase a calendar ad in the 2006 calendar (dependent upon preferred package). Please feel free to contact me with any questions.

Please ship all exhibit material to the hotel at the following address, attentioned as follows:

(Your Name & Company Name)
76th Shock & Vibration Symposium
Attention Banquet Dept
Oct 30 – Nov 3, 2005
c/o The Royal Sonesta Hotel
300 Bourbon Street
New Orleans, LA 70130

Please Note:

Please have all material arrive at the hotel
**NO MORE THAN 3 DAYS BEFORE YOUR
EXPECTED ARRIVAL** at the Royal Sonesta.
Shipments that arrive at the hotel before that date
will be refused.

Exhibitors registered by August 8, 2005 will be highlighted in our September edition of *Current Awareness* as well as our Conference Program. Please include a short descriptive paragraph about your company and planned exhibit on the Registration Form (you may attach another sheet of paper if there is not enough room on the form). SAVIAC asks that you please limit your paragraph to **50 words or less**; all paragraphs in excess of that amount will be subject to editorial discretion of the SAVIAC staff. **The form must be submitted to SAVIAC by August 8th.** Any paragraphs submitted after August 8, 2005 will not be featured in the September newsletter or the Conference Program. If you are planning to host a hospitality suite or plan any other outside activity (i.e. 5K Run, Golf Tournament), let me know and an announcement will be made in the September issue of *Current Awareness*.

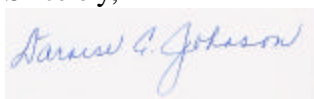
SAVIAC has put together some excellent opportunities for your organization to be featured among your shock & vibration peers. Please see the Sponsorship section Registration Form for the opportunities we have put together. Contributions will be reciprocated by advertising in our Conference Program as listed below and on the form. Any other contributions you decide to make will be highlighted in the Program and recognized at the Symposium. If you would like to incorporate a raffle into your sponsored event, or if you have any other ideas about activities that you would like to sponsor or contributions you would like to make, please let me know.

76th Shock & Vibration Symposium Advertisement and Sponsorship events offered for contribution:

<u>Size of Ad</u>	<u># of Times</u>	<u>Contribution</u>	<u>Sponsorship Event</u>
full page	1	\$3000	Wednesday Night Social Event
1/2 page	1	\$2000	Exhibitor's Luncheon
1/4 page	1	\$1000	Coffee Break (Date/Time Choice)

We are looking forward to holding the 76th Shock & Vibration Symposium in New Orleans and hope you will be able to join us this year. Please call the hotel directly at 800 SONESTA to make room reservations for the Symposium. A block of rooms will be held at the Royal Sonesta until October 9th, 2005 at the government rate of \$133.00 per room per night. Please make your reservations early as these rooms fill up very quickly. If you have any questions, please e-mail me at darnise.johnson@saviac.org. We look forward to hearing from you soon!

Sincerely,



Darnise Johnson
SAVIAC
Marketing & Event Planning
Darnise.johnson@saviac.org