2005
EXHIBITOR PROSPECTUS

FOR THE

76TH
SHOCK & VIBRATION SYMPOSIUM

OCTOBER 30 - November 4, 2005
THE ROYAL SONESTA HOTEL
NEW ORLEANS, LA

SAVIAC
Shock and Vibration Information Analysis Center

5136 Celestial Way
Columbia, MD 21044
301.596.0100
301.596.6400 fax
www.saviac.org

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 ammenities, 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 ammenities 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 aquiring 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 wil be able to exhibit, send mulitple symposium attendees, aquire 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*.

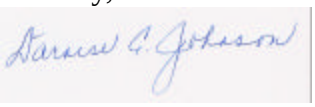
SAVIAC has put together some excellent opportunities for your organization to be featured among your shock & vibration peers. Please see the Sponsorship section Registration Form for the opportunities we have put together. Contributions will be reciprocated by advertising in our Conference Program as 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:

Size of Ad	# of Times	Contribution	Sponsorship Event
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

Exhibitor Information

Welcome to New Orleans and the Royal Sonesta Hotel. In order to facilitate your participation in the 76th Annual Shock and Vibration Symposium, please note the following:

SHIPPING INFORMATION

Packages for meetings may be delivered to the hotel three (3) working days prior to the date of the function. The following information must be included on all packages to insure proper delivery:

1) Your name (or name of the on site contact) and Company name
2) Conference name
3) Attention: Banquet Department
4) Dates of the function.

There is a $3.00 per package receiving fee as well as a $3.00 per package shipping fee. These fees will be charged to the credit card number on file or to your sleeping room.

EXHIBIT INFORMATION

The exhibits will be housed in the Evangeline Suite, located on the first floor of the hotel.

Each exhibit area will have one 6'x30" topped and skirted table and chair. Electricity is available. Flip charts are available at $20.00 each. Surge protectors/power strips are available at $15.00 each. Extension cords @$10.00 each. Additional audiovisual is available through our A/V Department.

Please note that nothing may be attached to any wall, floor, ceiling, etc. with staples, nails or any other substance in order to prevent damage to the fixtures or furnishings. Easels are available at no charge.

Upon completion of the conference, if you will be shipping via FedEx or Airborne, please complete your shipping form and attach your shipping labels to the shipment. Our Banquet Department will take care of shipping these for you.

If you will be shipping via UPS, please contact UPS directly and advise them that you have a pick up at the Royal Sonesta Hotel.

If you have any additional questions, please do not hesitate to contact Jackie Frashier, Conference Services Manager at (504) 553-2203 or jfrashier@royalsonestano.com.

Thanks again for your participation and welcome!

Royal Sonesta Hotel
300 Bourbon Street
New Orleans, Louisiana 70130

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25 March 2006

Q: What is the best way for my company to advertise YEAR-ROUND and still stay within the advertising budget?

A: The 2006 SAVIAC Calendar!

The SAVIAC Annual Calendar is an excellent way to make sure that your organization receives **year-round** exposure to members of the Shock & Vibration Community. Our calendar is distributed to hundreds of government and commercial agencies that play important roles in the world of Shock & Vibration technology.

The price of an advertisement in next year's calendar will be **$850**. For that price, your company will receive one full page 10" x 8" ad for the month of your choice, as well as the company logo displayed **on each page <u>throughout the entire year of 2006</u>**. Please also feel free to include the dates of conferences and/or short courses that your organization is involved in, or would like to see included in the calendar. Attached you will find the specifications for submitting an ad (please note, PC format is requested).

Remember, there are only 12 months in the year so these spaces fill up quickly! Months are filled on a first-come, first-serve basis, so please include one to three choices on your order form. To reserve a space in the SAVIAC 2006 Calendar, please send an email to: darnise.johnson@saviac.org.

The 2006 calendar will be first distributed at the 76th Shock & Vibration Symposium, held this year from October 30th – November 4th at The Royal Sonesta Hotel in New Orleans, LA, then will be available to both organizations and individuals by request afterwards. If your company would like to reserve a certain number of calendars for self-distribution please make a note on your order form.

I look forward to receiving your ad!

Regards,

Darnise G. Johnson

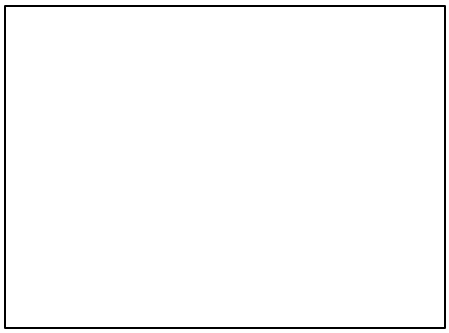
Darnise Johnson
Administrative Services
SAVIAC

2006 SAVIAC Wall Calendar
Advertisement Specifications

Please submit a 10" x 8" ad, as well as your company logo (approx. 1" square) based on the following specifications:

- Image Area Dimensions (No Bleeds):

10"



8"

- Full Color (please use CMYK process equivalents for PMS colors **NOT RGB**)

- Preferred Formats:
  - Quark XPress files
  - Adobe Photoshop, Illustrator (Native files/Layers Files)
  - High Resolution TIFFs

- Preferred Platform: **PC**

- Preferred Media:
  - CD-ROM
  - FTP

- **Please include the dates and names of any events in 2006 that your company would like to have high-lighted in the calendar.**

Questions??

Contact:

Darnise Johnson

301 596-0100 voice
301 596-6400 fax
darnise.johnson@saviac.org

2006 SAVIAC Wall Calendar Ad Submission & Order Form

Please fill out this form and return it by post, fax, or electronic copy to:

Darnise Johnson
SAVIAC/HI-TEST Labs
5136 Celestial Way
Columbia, MD 21044
301 596-6400 fax
darnise.johnson@saviac.org

Company Name _____

Point of Contact _____ E-mail _____

Address _____

_____

City _____ State _____ Zip _____

Phone _____ Ext _____ Fax _____

Month **Ad and logo will be submitted by (please circle one)**

1st Choice: _____

2nd Choice: _____

3rd Choice: _____

- CD-ROM
- FTP (contact Darnise below for instructions)

Payment Info

_____ Check _____ Visa _____ Mastercard _____ American Express

Credit Card Number _____ Exp Date _____

Billing Address _____

_____

City _____ State _____ Zip _____

Name on card (if different from above) _____

Signature _____

Thank you for your order! If you have any questions please contact Darnise Johnson at darnise.johnson@saviac.org.

Current Awareness Newsletter
Advertising Opportunities & Specifications

SAVIAC Current Awareness Newsletter provides an excellent opportunity to advertise your products and services to members in the Shock & Vibration community. The newsletter is published every month with the most up-to-date industry news, such as articles written by members of the community, upcoming conferences and courses, and other items of interest.

Effective March 18, 2002
GENERAL RATES:*

Size/Cost per Issue	1x	2x	6x	12x	W x H
Full Page	$750	725	700	675	7” x 9”
2/3 Page Horizontal	625	605	585	565	7” x 6”
½ Page Horizontal	500	485	470	450	3.5” x 9”
½ Page Vertical	500	485	470	450	7” x 4.25”
1/3 Page Horizontal	350	340	330	315	7” x 3”
¼ Page Vertical	275	265	255	245	3.5” x 4.5”
Business Card	125	120	115	110	3.5 “ x 2”

* Rates are for insertion in the SAVIAC Current Awareness Newsletter. Multiple edition rates (ex. 2x) are for consecutive editions published on a monthly basis but allow copy to be changed for each edition.

AVAILABLE COLOR:

Black & White (Standard)

MECHANICAL REQUIREMENTS:

Send SAVIAC a high resolution TIF file sized as shown in the rate schedule by the fifteenth of the month preceding that month’s newsletter (ex. by January 15 to be in the February newsletter). In the event that the advertising space for that month is filled, SAVIAC will contact you for further instructions.

GENERAL POLICIES:

SAVIAC reserves the right to insert the word "advertisement" in advertising that simulates the editorial format.
Payment can be made by check, purchase order, or credit card (Visa, Mastercard, AmEx, or Discovery). Please make checks payable to: SAVIAC/HI-TEST Labs.

SAVIAC CURRENT AWARENESS NEWSLETTER ADVERTISEMENT ORDER FORM

First Month: _____

Total Number of Months: _____

Size: _____

Advertiser: _____

Telephone: _____

Address: _____

_____

_____

Authorized Signature: _____

POC: _____

Advertisement Mechanicals: _____ Enclosed

_____ Mailed Separately (Date: _____)

Return to:
SAVIAC/HI-TEST Labs
5136 Celestial Way
Columbia, MD 21044
Attn.: Darnise Johnson

For SAVIAC use only
RB: _____ DR: _____ SA: _____ DPR _____

Shock and Vibration Information Analysis Center
Marketing & Event Planning
5136 Celestial Way ~ Columbia, MD 21044
301 596-0100 phone ~ 301 596-6400 fax

Application For Exhibit Space

76th Shock & Vibration Symposium

The Royal Sonesta Hotel New Orleans, LA ~ October 30 - November 4, 2005

Option A
$1600

Includes:
- **One (1) 8′ x 8′ Tabletop Exhibit Space**
- **Up to Two (2) Discounted Registrations at $200 off per person**
- **Company Description In September Newsletter**

(Please see guidelines and due date below)

Option B
$2200

Includes:
- **One (1) 8′ x 10′ Booth Exhibit Space**
- **One (1) Included Registration**
- **Up to Two (2) Discounted Registrations at $200 off per person**
- **Company Description In September Newsletter**

(Please see guidelines and due date below)

Date: _____

The company below hereby applies for option _____ , and would like to designate the following booth choices in order of preference:
1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

Contact the Cavalier Hotel for any additional requirements. Fees associated with additions to booth space will be the responsibility of the vendor.

Organization Information

Company: _____ Web Address: _____
Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Fax: _____
Exhibit Contact: _____ E-mail: _____
Phone: _____ Signature: _____
Accounting Contact: _____ E-mail: _____

Exhibit Summary: If you plan to be included in our September *Current Awareness* newsletter Exhibitor Highlights and the Conference Program, please provide a descriptive paragraph (of approximately 50 words or less) for publication no later than August 13, 2005. Paragraphs in excess of 50 words are subject to editorial discretion of the SAVIAC staff. There is space on the back of the form to write your description. You may include a sperate document if you prefer.

Sponsorship Opportunities

My organization would be interested in being highlighted by sponsoring the following :

___ $1000 Sponsorship of Coffee Break + 1/4 Page Program Ad
___ $2000 Sponsorship Exhibitor's Luncheon + 1/2 Page Program Ad
___ $3000 Sponsorship of Wednesday Night Social Event + 1 Full Page Program Ad

Please contact Darnise Johnson for any additional/unlisted sponsorship activities you may be interested in.

Payment Information

$___ Check $_____ Invoice Company $____ Credit Card **(circle one)** **Visa** **MC** **AmEx**
Credit Card No. _____ Exp Date: _____
Total Amount: _____ Authorized Signature: _____ Date: _____

Please make checks payable to SAVIAC/HI-TEST Labs, Inc.

PLEASE CONTINUE TO NEXT PAGE

Registration Information

Please enter information exactly as how you would like it to appear on your nametag

OPTION A:
Name of person(s) to apply for discount registration*:
(1) _____ (2) _____
Exhibit Area Only Staff **:
(1) _____ (2) _____ (3) _____

OPTION B:
Name of person included in registration*: _____
Name of person(s) to apply for discount registration*:
(1) _____ (2) _____
"Exhibit Area Only" Staff **:
(1) _____ (2) _____ (3) _____

*** Please have all exhibit staff planning to attend the technical portion of the program fill out a Registration Form, available at www.saviac.org.**
**** "Exhibit Area Only" staff are not charged, but must remain in the exhibit area and may not participate in the Opening Session or the technical portion of the program. If you plan to have more than 3 EAO Staff, please contact Darnise Johnson.**

Priority will be given to applications received by **August 13, 2005**. See below for cancellation policy. Please complete, sign, and fax/mail one copy of this form using the contact information at the top of the first page. Please attention all correspondence to Darnise Johsnson. By registering to exhibit at this event you are agreeing to abide by the rules and regulations of symposium conduct set forth by SAVIAC. These regulations are available for viewing by visiting www.saviac.org.

Exhibit Summary

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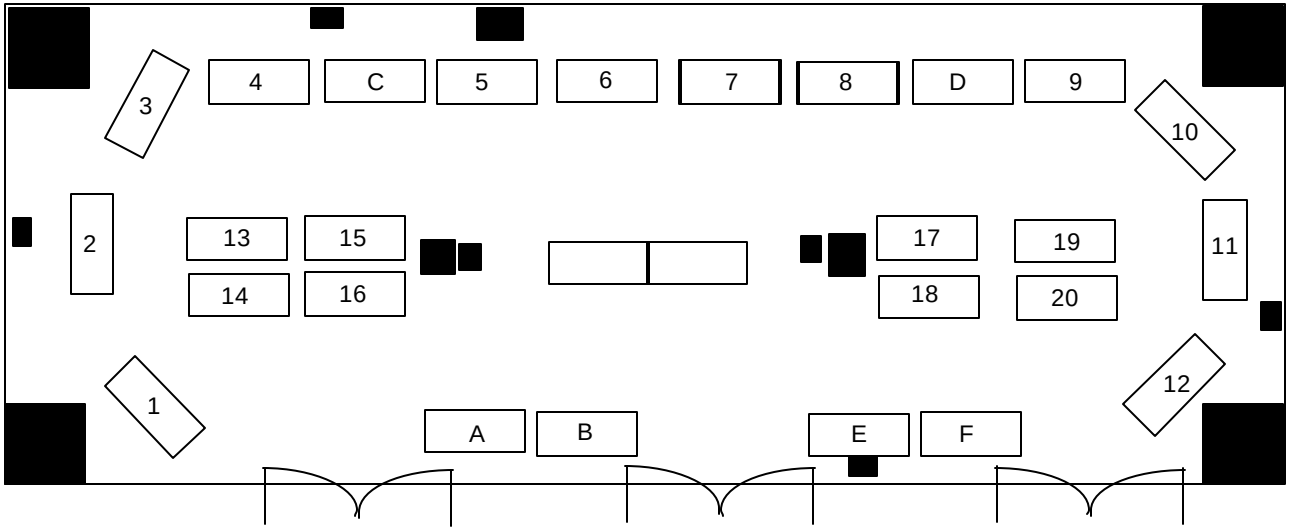
Cancellation Policy

All cancellations must be received in writing and submitted to:

Darnise Johnson
SAVIAC Exhibit Contact
5136 Celestial Way
Columbia, MD 21044

or fax request to 301 596-6400. A fee of 50% of booth fee will be charged for cancellations received 60 - 30 days prior to event. Cancellation 29 days or less (after October 2, 2005) will result in forfeit of the entire exhibit fee.

Evangeline Room

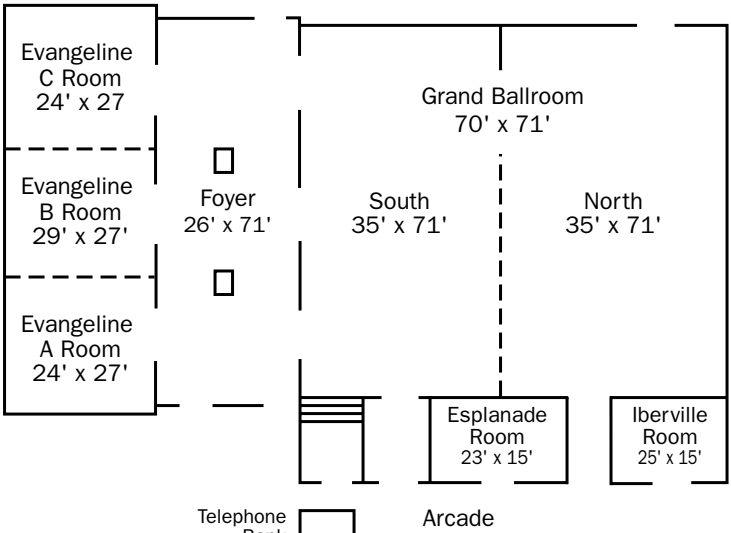


Doorways to Foyer

Letters – Tabletops (6 ft long table to hold a pop-up display)

Numbers – Booths (8 ft wide space for your booth)

Lobby Level


Evangeline
C Room
24' x 27
Evangeline
B Room
29' x 27'
Evangeline
A Room
24' x 27'
Foyer
26' x 71'
Grand Ballroom
70' x 71'
South
35' x 71'
North
35' x 71'
Esplanade
Room
23' x 15'
Iberville
Room
25' x 15'
Telephone
Bank
Arcade