

Four vertical bars of increasing height from left to right, colored blue, teal, yellow, and orange, are positioned at the top left of the page.

# **IES 25** THE LIGHTING CONFERENCE

Anaheim Marriott | Anaheim, CA | August 21-23, 2025

## **SPONSORSHIP GUIDE**

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## About **IES25**

IES' annual conference, **IES25: The Lighting Conference**, is the preeminent conference for all things lighting, from research to design to technology and more—a true state of the industry event. Join us for IES25 in **Anaheim, CA York City, 21-23 August 2025**, as a sponsor for this illuminating event.

Our three day event includes a day of hands-on workshops and two days of educational sessions and technical papers & presentations. In addition to the learning opportunities, IES25 is home to the world renowned **Industry Progress Report**, with leading manufacturers, exhibits and reception, **Emerging Professionals Day**, the **Leadership Forum**, two spectacular keynote speakers and the industry benchmarking **Illumination Awards and Gala**.



## The **Venue**

The IES25 host hotel is the amazing **Anaheim Marriott**, a 4-star hotel offering personalized service, located one mile from Disneyland® Resort in Anaheim, CA.

IES25 will take place on the first floor of the Anaheim Marriott's expansive meeting space, with easy access and plentiful signage throughout.

The Anaheim Marriott have provided us with an outstanding **room rate of \$244 per night** for the conference, so book now. You won't find a better deal in a better location!

# Why Sponsor

Sponsoring the IES25 conference provides a myriad of benefits for companies seeking to enhance their visibility, connect with industry leaders, and showcase their commitment to excellence in the lighting industry.

**Market Exposure:** The IES25 conference attracts a diverse audience of professionals and experts in the field of lighting. Sponsoring the event offers companies unparalleled exposure to a targeted demographic, ensuring that their brand reaches influential decision-makers, potential clients, and collaborators within the industry.

**Thought Leadership:** By sponsoring the conference, companies position themselves as thought leaders in lighting. Your sponsorship provides a platform to showcase expertise, share insights, and contribute to the industry dialogue, establishing your company as a go-to authority.

**Networking Opportunities:** The IES25 conference is a hub for networking, bringing together professionals, researchers, and innovators in the lighting industry. Sponsors gain access to exclusive networking events, creating valuable opportunities to connect with potential clients, partners, and collaborators.

**Brand Recognition:** Conference sponsorship prominently displays a company's logo and branding throughout the event, reinforcing brand visibility and recognition. This exposure extends beyond the conference as attendees engage with sponsored materials, fostering long-term brand recall and loyalty.

**Community Engagement:** Supporting IES25 demonstrates a company's commitment to community and industry advancement. This involvement can enhance the company's reputation, emphasizing corporate social responsibility and a dedication to the growth and development of the lighting community.

**Customizable Opportunities:** IES25 offers a range of sponsorship levels and customizable packages, allowing companies to tailor their involvement to align with specific marketing goals and budgets. Whether you're a small startup or an established industry leader, there's a sponsorship opportunity to suit every company.



Wednesday	Thursday	Friday	Saturday
Meetings Reception Lighting Tours	EP Day Leadership Forum Hand-On Workshops Exhibits Reception Opening Reception & Society Awards	Opening Keynote General Sessions Exhibits Illumination Awards Awards After Party	Exhibits Sessions & Papers Industry Progress Report IES26 Announcement



# Exhibit & Sponsor Packages at **IES25**

Our three Premier Sponsor Packages contain a multitude of benefits, including complimentary full conference registration passes, exhibit tables and an array of fantastic marketing and promotions. Customization is available on Platinum and Gold levels, please contact us to discuss your needs.

Standard Table Top Display and Contributing Sponsor options are also available, in addition to networking and attendee experience sponsorships, to get your company's name in front of the best in the lighting industry.

## PLATINUM SPONSOR

**\$12,500 MEMBER / \$14,500 NON-MEMBER**

(6 AVAILABLE) **2 remaining!**

### PACKAGE INCLUDES:

- Three (3) complimentary full conference registrations (no gala)
- One (1) 6-foot tabletop display with Platinum Priority Placement (electric included)
- 20% off additional experience sponsorships

### DIRECT MARKETING & PROMOTIONS

- Sponsored social post on LinkedIn and Instagram
- IES dedicated post on LinkedIn welcoming you as a Platinum Level Sponsor, including a link to company website (\$1k value)
- One (1) email sent on behalf of Platinum sponsor by IES to the attendee list

### PRE-CONFERENCE

- Recognition as Platinum Sponsor on promotional communication, including website, social posts, and emails

### DURING

- Signage throughout conference space

### POST-CONFERENCE

- Featured in **IGNITE** Education & Standards email newsletter featuring sponsor logo linked to company site and your top three takeaways from the conference
- Recognition as Platinum Sponsor in **LD+A** magazine for two months



## GOLD SPONSOR

**\$10,000 MEMBER / \$12,000 NON-MEMBER**

(10 AVAILABLE) **2 remaining!**

### SPONSOR PACKAGE

- Two (2) complimentary full conference registrations (no gala)
- One (1) 6-foot tabletop display (electric included)
- 15% off additional experience sponsorships

### DIRECT MARKETING & PROMOTIONS

- IES dedicated post on LinkedIn welcoming you as Gold Level sponsor, including a link to company website
- Signage throughout conference space
- Recognition as Gold Sponsor on promotional communication

### DURING

- Signage throughout conference space

### POST-CONFERENCE

- Featured in **IGNITE** Education & Standards email newsletter featuring sponsor logo linked to company site and your top three takeaways from the conference
- Recognition as Gold Sponsor in **LD+A** magazine

## SILVER SPONSOR

\$6,000 MEMBER / \$7,500 NON-MEMBER

### PACKAGE INCLUDES:

- One (1) complimentary full conference registration (no gala)
- One (1) 6-foot tabletop display (electric included)
- 10% off additional experience sponsorships

### DIRECT MARKETING TO ATTENDEES

- IES "Silver Sponsor" post on LinkedIn
- Signage throughout conference space
- Recognition as Silver Sponsor on promotional communication and website



## STANDARD TABLE TOP DISPLAY

\$4,000 (MEMBER) / \$4,750 (NON-MEMBER)

### SPONSOR PACKAGE

- (1) One 6-foot tabletop display (electric included)
- One (1) Exhibits Only Area Pass [No access to conference program]

## CONTRIBUTING SPONSOR

\$2,000 (MEMBER) / \$3,000 (NON-MEMBER)

### SPONSORSHIP INCLUDES:

- Recognition on all conference promotion materials
- One complimentary full conference (no gala) registration

## NETWORKING & EVENT SPONSORSHIPS

SOCIAL EVENTS/RECEPTIONS		MEMBER	NON-MEMBER
<b><del>Friday</del> Friday or Saturday Night Event</b> <ul style="list-style-type: none"><li>• Digital event invitation email</li><li>• Content provided by sponsor</li><li>• Recognition on promotional materials</li><li>• Exclusive event sponsor signage</li><li>• Pre-conference "Know Before You Go" email, including company logo</li></ul>		<b>\$5,000</b> +Price of Event	<b>\$8,000</b> +Price of Event
NETWORKING SPONSORSHIPS		MEMBER	NON-MEMBER
Friday & Saturday Breakfast		<b>\$3,000 each</b>	\$5,000 each
Friday & Saturday Lunch		<b>\$3,000 each</b>	\$5,000 each
Networking Break (4 - 3 Available)		<b>\$2,000 each</b>	\$4,000 each

### Networking & Sponsorships include:

- Recognition as the sponsor of your event on promotional material
- Sponsor-branded signage at your event
- Opportunity to place marketing materials during your event.

# Exclusive Sponsorships at IES25

DIGITAL SPONSORSHIPS	MEMBER	NON-MEMBER
<b>WiFi</b> Logo on the conference website and daily summary, holding slides between sessions, and company name in the Wi-Fi password.	\$10,000	\$12,000
<b>Mobile App Sponsorship</b> Exclusive branding featured on app splash page when attendees open the app, and company logo included on pre-conference email communications.	\$8,000	\$10,000

SPEAKER SPONSORSHIPS	MEMBER	NON-MEMBER
<b>Friday Keynote Speaker</b> Exclusive recognition as the keynote sponsor and on all promotional materials. Opportunity to introduce the keynote speaker!	\$5,000	\$10,000
<b>Saturday Keynote Speaker</b> Exclusive recognition as the Closing Session/Keynote sponsor on all promotional materials. Opportunity to introduce the keynote speaker!	\$3,000	\$6,000
<b>Breakout Session Rooms (4)</b> Naming rights to the room where presentations are held for Paper and Seminar Sessions, your company's name will replace the name of the room on the floor plan, along with signage displayed outside the room, and recognition as the room sponsor on promotional materials.	\$3,000	\$6,000
<b>Session Sponsor</b> Select your speaker from the list of available options. Place marketing materials at your session, and welcome attendees to the session while introducing the speaker.	\$2,000	\$5,000

CONFERENCE EXPERIENCE ITEMS	MEMBER	NON-MEMBER
<b>Conference Registration &amp; Lanyards</b> Exclusive sponsorship welcoming all attendees to the conference and high logo visibility through signage at the registration desk, kiosks, program guide and registration website. Each attendee will receive your branded lanyard to wear during the event and your logo and website will be included in all attendee welcome emails.	\$9,500	\$11,000
<b>Personal Chargers</b> Company logo prominently featured on item and exclusive recognition as the item sponsor.	\$2,500 +Cost of Item	\$4,500 +Cost of Item
<b>Coffee Sleeve</b> Company logo prominently featured on item and exclusive recognition as the item sponsor.	\$2,500 +Cost of Item	\$4,500 +Cost of Item
<b>Key Card</b> Option for sponsor company to design front of keycard (IES25 branding required) and exclusive recognition as the item sponsor.	\$4,500	\$6,500
<b>Conference Bags</b> Company logo prominently featured on item and exclusive recognition as the item sponsor.	\$2,500 +Cost of Item	\$4,500 +Cost of Item
<b>Hand Sanitizer</b> Company logo prominently featured on item and exclusive recognition as the item sponsor.	\$2,500 +Cost of Item	\$4,500 +Cost of Item
<b>Water Bottles</b> Company logo prominently featured on item and exclusive recognition as the item sponsor.	\$2,500 +Cost of Item	\$4,500 +Cost of Item
<b>Pens</b> Company logo prominently featured on item and exclusive recognition as the item sponsor.	\$2,500 +Cost of Item	\$4,500 +Cost of Item
<b>Cord Organizer</b> Company logo prominently featured on item and exclusive recognition as the item sponsor.	\$2,500 +Cost of Item	\$4,500 +Cost of Item







# STUDENTS AND EMERGING PROFESSIONALS

## 2025 EP DAY SPONSORSHIPS

### SUPPORT THE FUTURE OF THE LIGHTING INDUSTRY

Every year students and new lighting professionals gather at the Emerging Professional events held in conjunction with IES's annual conference to learn more about the lighting industry, meet leadership within the IES and to build valuable relationships to further their lighting careers.

Support the future of the lighting industry by helping emerging professionals participate at the IES25 conference.

Involvement benefits students and EPs, as well as the Society as a whole, through the exchange of ideas and experiences. Their attendance is possible because of the generous contributions of sponsors like you!

### **\$2500** SPONSORS ONE EP

*Emerging Professional Sponsorships are 100% tax deductible. (Does not apply to IES sections)*

Once received, the funds will be allocated to the applicant(s) by the Emerging Professionals Committee to allow them to attend the conference and event.

### WHAT DOES YOUR SPONSORSHIP COVER?

*Each sponsored Emerging Professional will receive:*

- Full day pre-conference Emerging Professional Day program (including venue, AV, and food and beverage costs)
- One full conference registration to IES25 in Anaheim, CA
- An \$1800 USD travel stipend to offset hotel & travel expenses
- One ticket to the EP Networking Reception

*For your support of EP program, you will receive:*

- Recognition in on-site signage at IES25\*
- Recognition on event communication
- Listed on the IES website as a sponsor
- One ticket (per EP sponsored) to the EP Networking Reception



**Customizable Opportunities:** If you are interested in sponsoring Emerging Professional Day for more or less than the cost of one attendee, please reach out so we can help tailor your involvement to align with your specific marketing goals and budgets.

For more information about sponsoring Emerging Professionals, contact Michael Austerlitz at [mausterlitz@ies.org](mailto:mausterlitz@ies.org)

\*Sponsorship recognition on print materials is contingent on date of commitment and when signage goes to print.





# Leadership Forum

IES25 LIGHTING CONFERENCE, ANAHEIM MARRIOTT

THURSDAY AUGUST 21

[ies.org/ac](https://ies.org/ac)

## 2025 IES Leadership Forum

The IES Leadership Forum is an annual support network for the IES International Sections, to help leaders, at all levels of the Society, effectively work with volunteers and strengthen their leadership skills. The committee focuses on topics to help the attendee become more effective when they return to their respective section/committee such as time management, team building, project management, communication, and leadership skills.

The 2025 IES Leadership Forum, at the Annual Lighting Conference is the opportunity for IES Section leaders to get together and learn more about the lighting industry, leadership within the IES and to build valuable relationships to further their lighting careers. The program offers career development, networking, and learning opportunities for IES volunteers and industry professionals.



## Supporter Opportunities

As a non-profit, volunteer organization, the Leadership Forum relies on the work of its dedicated committee members and the support of the lighting community. As such, your sponsorship of our annual in-person event is vital to its continuity and success. In return, we will provide you with as much visibility and networking opportunities as is possible.

### Gold - \$4,000

- Highest visibility and awareness throughout the event
- Thank you with branding on opening event slide
- Most prominent branding on signage & promotions
- Recognition & link on the web page

### Bronze - \$1,000

- Visibility and awareness throughout the event
- Recognition & link on the web page

### Silver - \$3,000

- Visibility and awareness throughout the event
- Recognition as a supporter on signage & promotions
- Recognition & link on the LF web page

### Supporter - \$500 +

Support the event and committee however you can. You will receive our everlasting thanks, together with a logo on the website and thank you in our opening slides.

For more information and to support, contact Michael at [mausterlitz@ies.org](mailto:mausterlitz@ies.org)







# ILLUMINATION AWARDS

## ABOUT THE IES ILLUMINATION AWARDS

The IES Illumination Awards program recognizes individuals for professionalism, ingenuity, and originality in lighting design based on the individual merit of each entry.

### TITLE SPONSORSHIP

\$50,000 MEMBER / \$60,000 NON-MEMBER

**SOLD**

- Logo and name recognition as "Illumination Awards, presented by [company]"
- Company name on main screen at event
- Company name and web address on event web page
- Company logo in program
- One-minute sponsored video (non-product)
- Includes one "Featured Winner Case Study Video" sponsorship
- Ten (10) complimentary tickets to the IA Gala

### SUPPORTING SPONSOR PACKAGE

\$15,000 MEMBER / \$25,000 NON-MEMBER

- Mention during the presentation with logo on screen
- Company name on main screen at event
- Company name and web address on event web page
- Company logo in program
- Five (5) complimentary tickets to the IA Gala



## FEATURED SPONSORSHIPS

### WINE DURING DINNER

\$8,000 MEMBER / \$10,000 NON-MEMBER (+ COST OF CHARM)

- Mention during the presentation with logo on screen
- Thank you from stage
- Individual corporate wine charms accompany each glass!

### ILLUMINATION AWARDS CASE STUDY WEBINAR

\$4,000 MEMBER / \$6,000 NON-MEMBER (LIMITED AVAILABILITY)

- Produced and distributed throughout the following year after the IA Gala
- Company name and logo on promotion for webinar
- Company name and logo on screen during webinar



# CELEBRATE THE BEST IN LIGHTING

## 2025 IES ILLUMINATION AWARDS SPONSORSHIPS

<b>EXCLUSIVE COCKTAIL RECEPTION SPONSOR</b> Includes music, appetizers, and cocktails. (Does not include VIP Recipients Lounge)	<b>MEMBER</b> <b>\$30,000</b>	<b>NON-MEMBER</b> <b>\$40,000</b>
<b>Or Sponsor À La Carte</b>		
VIP Recipient's Lounge	<b>\$4,000</b>	\$6,000
Signature Cocktail (3 Available)	<b>\$3,000</b>	\$5,000
Signature Hors d'Oeuvres	<b>\$5,000</b>	\$7,000
Gold Carpet Sponsor (In front of the IA Step & Repeat)	<b>\$3,000</b> +Cost of Item	<b>\$4,000</b> +Cost of Item

<b>ILLUMINATION AWARDS AFTER PARTY</b> Includes music, dessert, and cocktails. (Does not include: Dance floor cling, photo booth, or koozies)	<b>MEMBER</b> <b>\$35,000</b>	<b>NON-MEMBER</b> <b>\$45,000</b>
<b>Or Sponsor À La Carte</b>		
Photo Booth	<b>\$3,500</b>	\$6,500
Music & Entertainment (Live DJ)	<b>\$4,000</b>	\$6,000
Dessert Sponsor	<b>\$5,000</b>	\$7,000
Beer & Wine Sponsor	<b>\$5,000</b>	\$7,000
Signature Cocktail (3 Available)	<b>\$3,000</b>	\$5,000
Dance Floor Cling	<b>\$5,000</b>	\$7,000

**SOLD**





# IES25 THE LIGHTING CONFERENCE

Anaheim Marriott | Anaheim, CA | August 21-23, 2025



Elevate your brand and take a leading role in the lighting industry by sponsoring IES25. Act now to secure your sponsorship while demonstrating your commitment to the industry and IES. Your brand, our conference, a bright partnership awaits!

***IES Sustaining Members are provided with heavily discounted rate!*** If you are not yet a Sustaining Member, inquire now and take advantage of this benefit and much more.

**CONTACT US NOW TO BOOK:** Graham Kirk or Kevin Wolfe, [sales@ies.org](mailto:sales@ies.org)

The Sustaining Membership is for companies, institutions, and other organizations regardless of staff size or operational budget. Select the Sustaining Member level that best meets the needs of your organization and start maximizing the services and benefits provided by the IES for your company and your employees. Benefits include access to education and the new Lighting Library®, discounted memberships and attendances to society level events and conferences, promotion of your company on our website, at our annual events, and in the award-winning LD+A magazine. In addition, a portion of the Sustaining Membership dues are tax deductible (US only).

***IES Sustaining Membership levels start as low as \$1,250 per year!***

**BECOME AN IES SUSTAINING MEMBER AND SAVE**

**CONTACT [MEMBERSHIP@IES.ORG](mailto:MEMBERSHIP@IES.ORG) FOR MORE INFORMATION**



**Illuminating**  
ENGINEERING SOCIETY

#### **CANCELLATION POLICY**

In the event that the sponsor cancels its reservation of space, the sponsor will forfeit the entire fee and the space will be released to the waitlist immediately. The IES reserves the right to reconfigure space as necessary. If the IES cancels the conference for reasons other than force majeure, its only responsibility shall be to refund the fee. In the event that the 2025 conference is postponed or canceled for reasons beyond the control of IES (force majeure, including but not limited to actions taken by hotel or their members, employees, agents, or assigns; and war, fire, flood, construction, public catastrophe, public enemy, or acts of God) IES's sole obligation shall be either: to provide roughly equivalent substitute space at the rescheduled event (if rescheduled in 2026), or to refund the rental fee, less any non-recoverable expenses for the space.

# SPONSORSHIP CONFIRMATION FORM



## PLATINUM SPONSOR 6 Available

- ☐ **\$12,500** (Sustaining Member)
- ☐ **\$14,500** (non-member)

## GOLD SPONSOR 8 Available

- ☐ **\$10,000** (Sustaining Member)
- ☐ **\$12,000** (non-member)

## SILVER SPONSOR

- ☐ **\$6,000** (Sustaining Member)
- ☐ **\$7,500** (non-member)

## STANDARD TABLE-TOP DISPLAY

- ☐ **\$4,000** (Sustaining Member)
- ☐ **\$4,750** (non-member)

## ☐ EXCLUSIVE OPTIONS (Please Specify from the Page)

Sponsorship choices \_\_\_\_\_  
\$ \_\_\_\_\_

## CONTRIBUTING SPONSOR

- ☐ **\$2,000** (Sustaining Member)
- ☐ **\$3,000** (non-member)

**TOTAL \$** \_\_\_\_\_

Sponsor company agrees to comply with all terms and conditions of this agreement.  
All terms and conditions of the IES25 Lighting Conference are agreed upon and enforced by  
sponsor company. Sponsor understands terms are non-cancelable.  
Sponsor agrees to pay for the assigned space and package in accordance with the guidelines  
contained in the rules and regulations page.

Signature (X) \_\_\_\_\_ Date: \_\_\_\_\_

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

## IES SUSTAINING MEMBERS BENEFIT FROM LOWER RATES

### Contact Information

Company Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Web Address: \_\_\_\_\_

Primary Contact Person: \_\_\_\_\_ Title/Role: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Alternate Contact Person: \_\_\_\_\_ Title/Role: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone: \_\_\_\_\_

### Billing Information

- ☐ **Invoice my company at the provided address:** Invoice my company at the above address.  
I understand that payment is due upon receipt of invoice, or terms outlined by the IES Annual Conference.  
Make checks payable to Illuminating Engineering Society. (see info under payment terms)

- ☐ **Credit Card:** I authorize IES to charge \$ \_\_\_\_\_ to the credit card below.  
Special Instructions: \_\_\_\_\_  
Card Type: Visa MasterCard AMEX  
Card Number: \_\_\_\_\_ Exp: \_\_\_\_\_ Security Code: \_\_\_\_\_

### Payment Terms

Payment can be made by credit card (V, M OR AX) during the registration process or by check. Payment by check is due upon receipt of invoice from Illuminating Engineering Society or upon signature of this agreement. Booth assignment is contingent upon receipt of payment in full, terms are non-cancellable.



# SPONSOR/ EXHIBIT RULES & REGULATIONS 2025

All companies participating in the IES25 Lighting Conference must adhere to the following rules and regulations. These rules and regulations may be amended and changed as necessary for the orderly conduct of the Conference. Any changes will be provided to exhibitors.

## Cancellation Policy

In the event that the sponsor cancels its reservation of space, the sponsor will forfeit the entire fee and the space will be released to the waitlist immediately. The IES reserves the right to reconfigure space as necessary. If the IES cancels the conference for reasons other than force majeure, its only responsibility shall be to refund the fee. In the event that the 2025 conference is postponed or canceled for reasons beyond the control of IES (force majeure, including but not limited to actions taken by hotel or their members, employees, agents, or assigns; and war, fire, flood, construction, public catastrophe, public enemy, or acts of God) IES's sole obligation shall be either: to provide roughly equivalent substitute space at the rescheduled event (if rescheduled in 2026), or to refund the rental fee, less any non-recoverable expenses for the space.

## Liability and Insurance - Hold Harmless

The sponsor shall indemnify, save, and hold harmless the IES, the convention center, GoGather and their members, officers, directors, employees, agents, and assigns from and against, any and all claims, losses, damages, injuries, awards, fines, governmental charges of fines, and liability - together with all costs, expenses and reasonable attorneys' fees in connection with its display or presence at the conference (including, but not limited to, installation, operation, use, visitation, and removal of the display). The obligations set out in this paragraph shall exclude instances of gross negligence on the part of the IES or the hotel. It shall be solely the sponsor's responsibility to obtain adequate insurance for its participation in this event, including but not limited to insurance covering cancellation, event interruption, liability, personal injury, and property loss/damage.

## Conflict of Interest

No sponsor can schedule outside activities for Conference participants (such as golf outings, tours, or other special events) during Conference hours or any official Conference sponsored events. Any sponsor hosting such activities will be asked to leave the Conference. No sponsor may have nonregistered staff or clients at the Conference or Exhibits (i.e., schedule meetings)

## Use of Attendee List

All exhibitors are eligible to use the Conference attendee mail list. Distribution of this list to any other business is prohibited. The lists include: Attendee name, title (if provided), company, and mailing address. Misuse of list in any way is subject to a fine no greater than the fee of your exhibit space.

## General Code of Conduct

To ensure all attendees have the opportunity to meet and network, I (as acting representative of my company) agree to abide by the Conference guidelines developed by the IES and its committee members:

- My company will not host a hospitality suite during this conference at any hotel.
- My company will not take attendees away from an official Conference event or off-site during official conference hours.
- My company will confine my products to the Tabletop space as provided by the organizer.
- My company will not violate any applicable laws or regulations; or any IES policies, guidelines or other codes of conduct including the IES vaccination policy for in person events.
- My company will not utilize recording services (in-house or third-party) for audio and video recordings at any time without the express written permission of the IES. This includes, but is not limited to, professional photographers, drones equipped with camera equipment, etc. The use of drones of any kind is prohibited.

## Space Assignments

Space requests will be assigned in order of receipt of applications, level and payment. Due to the large number of companies offering similar or related product lines, the IES will make every effort but cannot guarantee that a supplier presenting similar products or a competitor will not be located in a nearby or adjoining space. The IES retains the right to refuse or deny any application submitted for this event, in which case it shall refund the fee. The IES shall not be deemed to have approved an application until it has both deposited the fee and returned a confirmation letter. The sponsor agrees to comply with the rules and conditions of the Prospectus and such other terms and conditions as the IES and hotel may impose at any time. The IES reserves the right, at any time and without any liability to the sponsor or anyone else, to withdraw its approval of an application or to require the sponsor to vacate the hall for just cause (which includes, but is not limited to, violation of any of the rules and conditions or interference with neighboring exhibits or the show activities).

## Sponsor Materials

Sponsors may distribute material in the hall on their table. Materials left in public areas will be removed. Advertising materials may not be displayed in hotel hallways or reception areas.

## Badges

Sponsors must wear conference badges for identification.

## Appearance and Operation

No exhibit may interfere with the line of sight to any neighboring sponsor. IES has the right to mask, move, or disassemble any table that chooses not to comply with at the expense of said sponsor. IES reserves the right to prohibit or restrict sponsors that because of noise, method of operation, materials, or any other reason become objectionable, and also to evict any sponsor whose conduct, in the opinion of IES, may detract from the general character of the event. In the event of such restriction or eviction, IES is not liable to refund any of the sponsor expenses. No sponsor is allowed to assign, sublet, or apportion, for money or otherwise, the whole or part of space allotted him or her unless permission is granted in writing by IES.

## Floor Plan

Unless already agreed, IES has the absolute right to allocate and assign space among sponsors and to relocate tables after initial assignment if circumstances warrant at its sole discretion.

## IES Experience Room (if applicable)

- (1) One customizable experience room license.
- (1) One full registration conference registration w/o Awards Gala
- Allowable attendee list: name, company, title, address
- Logo included on Conference website and attendee emails
- Logo in "Know Before You Go" email with link to website
- Logo listed as a IES Experience Room Sponsor on Conference signage and outside Experience Rooms

Topics and Experience Room concept proposals due 4/1/25, notification of acceptance on 4/14/25, and final plans due 4/28/25.

