



# CHI 2018

Engage with CHI

Montréal, Canada • April 21-26

## Invitation to Exhibit



Association for  
Computing Machinery

[chi2018.acm.org](http://chi2018.acm.org)



**SIGCHI**  
Special Interest Group Computer Human Interaction



# HCI'S IMPACT ON INDUSTRY AND THE CHI CONFERENCE CONNECTION

## What is CHI?

CHI is the premier conference for human-computer interaction (HCI): the design, building and study of technologies to help people think, create and collaborate. Everything from the mouse to the smartphone has its roots in HCI!

## HCI Impacts Revenue

HCI's impact on the technology industry has been enormous and is still growing. Leading companies have increased their success through the growing use of HCI methods to (1) avoid wasting precious investment money from failed deployments of inferior technologies and to (2) generate new revenue by identifying under-served needs and then to envision, design and test innovative products and services. Through rigorous beginning-to-end methods that combine concept design, design critique, cognitive analysis, performance experiments and more, HCI researchers assess whether technologies frustrate, thwart, and confound people, then design solutions that serve, engage and extend people's capabilities.

## HCI Impacts Innovation

In addition to tremendous cost savings, the field of HCI has spawned billions of dollars of new revenue in innovative product and service categories. Everything from advances in mobile phones and graphical user interfaces to the Internet of Things and social media touches HCI, and many of the advances in today's systems can be traced back to papers and presentations at the CHI conference.

## HCI Creates Business Advantage

As a concrete example of the bottom-line value of HCI, consider a recent US court decision (Apple Inc. v. Samsung Electronics Co., Ltd) that did not recognize infringement of 3 technology-based patents, but awarded a significant sum in damages for the infringement of 7 patents related to design and interaction. This ruling clearly illustrates that the court believes the HCI-related intellectual property created tremendous business advantage here.

## The CHI Conference Connection

Since the development of the field, dozens of key HCI-generated products have been unveiled at the CHI conference prior to market deployment including multi-touch and 3D interaction, tangible interfaces, social networking, instant text messaging, personal health and elder care, fitness tracking, smart homes, internet of things, human-robot interaction and wearable devices. As the premier world-wide forum for the exchange of information on all aspects of human-computer interaction, the CHI conference is often the first public demonstration of such advanced technologies.

Each year, CHI sees thousands of the top researchers, scientists, and designers in the world attend to present their latest research, solve their hardest problems, learn new material and build their networks. 92% report it was "worth their time and money", a remarkable approval rating for an event of this size.

Top corporations, ranging from processor manufacturers (Intel), operating system vendors (Microsoft), laptop, tablet and smart-phone manufacturers (Samsung, Dell, Hewlett Packard, Apple), web service providers (Google, Yahoo, eBay, Amazon), telecommunication carriers (NTT Docomo, Verizon), automobile manufacturers (Ford, Audi), as well as emerging companies and startups, send employees to the CHI conference to present and hear the world's most advanced innovations.

There are four reasons companies sponsor CHI, and many sponsor for a combination of these reasons:

1. To recruit the top HCI, UX and design talent, from entry level to CxO level positions at one of the most diverse technology conferences.
2. To learn from cutting-edge research and research communities addressing everything from smart cars to smart phones.
3. To showcase new corporate inventions and innovations. CHI is a great way to get the top decisions makers in HCI and UX to see your products and research, and incorporate them into their work.
4. To be publicly seen supporting cutting edge, diverse, multinational and impactful research, education, science and design.

Please join us at the Palais des Congrès de Montréal, Québec, Canada, as a CHI 2018 Sponsor.

CHI 2018 General Conference Chairs

Regan Mandryk  
*University of Saskatchewan*

Mark Hancock  
*University of Waterloo*

# AN INVITATION TO EXHIBIT

CHI is the premiere worldwide forum for professionals interested in all aspects of human-computer interaction (HCI). The conference features work on the hardware and software engineering of interactive systems, the structure of communication between human and machine, characterization of the use and contexts of use for interactive systems, methodology of design, design artifacts and experiences, and future technologies.

## Conference Format

CHI 2018 is a four-day conference (Monday through Thursday). The conference is organized around papers, presentations, speakers and discussions on how to create better interactive experiences. As the foremost conference in its field, CHI 2018 continues to offer a wide-ranging program, supporting and facilitating the exchange of ideas within and between all of these communities.

## Who Will be at CHI 2018?

CHI 2018 brings together computer scientists; visual, interaction, product and experience designers; human factors and ergonomics professionals; psychologists; social scientists; software developers; software/hardware architects; engineering, product and quality managers; educators and evaluators. These are the professionals who work at the heart of making systems and products usable.

CHI 2018 will be held at the Palais des Congrès de Montréal, Québec, Canada, and the theme is "Engage." The CHI conference brings together people from multiple disciplines and a diversity of cultures to explore new ways to practice, develop and improve methods and systems in HCI, to discuss ideas that can lead to innovations, and to inspire us all.

CHI brings together attendees from countries around the world, representing a myriad of cultures and application areas, whose diverse perspectives influence each other. CHI 2018 is truly an opportunity to find the latest in research and design of the world's most innovative technologies.

If your organization supplies systems or products that involve users interacting with computer technology and the user aspects are important to the success of your product, then this conference will be of special interest to you. CHI 2018 is the place your

organization needs to be to learn about leading-edge research and imminent technologies.

Last year's CHI conference in Denver, Colorado (CHI 2017), was a highly successful conference with over 3000 attendees from around the world. Previous conferences in San Jose (CHI 2016), Seoul (CHI 2015), and Toronto (CHI 2014) were also highly successful, hosting between 2500 and 3800 attendees from over 50 countries. Past CHI attendees have worked in the computer industry, education, research, telecommunications, government, finance and banking as well as many other areas. CHI 2018 is expected to be another highly successful conference, and we anticipate very high attendance.

## About Montréal, Québec, Canada

Montréal is the second-largest French-speaking city in the world after Paris, but it has no need to envy the City of Lights. With over 100 diverse communities representing a myriad of different cultures, this beautiful island city on the St. Lawrence River is a charming mix of old and new ideas and architecture. The city is known for its leadership and innovation in fields ranging from aeronautics, information technology, and medicine, to the arts, multimedia, and urban planning.

Just a short walking distance from the Palais des Congrès, the site of the CHI Conference, attendees will find historic Old Montréal, Chinatown, and le Quartier des Spectacles, Montréal's premier arts and entertainment district. Right in the city's center is Mount Royal Park, designed by Frederick Law Olmsted, best known for his design work on New York City's Central Park. In Mount Royal Park, visitors can enjoy paddleboating on Beaver Lake, hike scenic trails, take part in the Tam-Tams (an outdoor drum jam) and enjoy one of the best views the city has to offer.

Also not to be missed are Olympic Parc featuring the Montréal Tower, the tallest inclined tower in the world; the Biodôme, a glass-roofed nature preserve showcasing four different ecosystems; the Planetarium, and the Old Port. With over 6000 Bixi bikes available for use at stations throughout the city, visitors can easily explore the Montréal's diverse neighborhoods and many attractions.

After celebrating its 375th anniversary in 2017, Montréal is looking forward to welcoming back the CHI Conference in 2018.

## EXHIBITING AT CHI



BIXI bikes may be rented at over 500 stations throughout Montréal and may be returned to any station.

### Exhibiting at CHI 2018

The CHI 2018 exhibits program is an opportunity for your organization to showcase its offerings to the broadest professional community of human-computer interaction (HCI) practitioners and researchers. By exhibiting at CHI 2018, you gain access to professionals in the HCI field with interests spanning the design, development, and evaluation of current human-computer interaction and future technologies. We invite providers of all HCI-related products, services, and experiences including:

- Interface development and prototyping tools
- Interface development and evaluation services
- Computer workstations and personal computers
- Input devices and interface hardware including adaptive interfaces
- Computer application software
- Software development environments/development tools
- Entertainment and media tools, applications, and technologies
- Communications tools, applications, and technologies
- Portable and embedded computer devices
- Computer-supported cooperative work systems
- Trade, technical, and educational publications
- Usability laboratories
- HCI training and education
- Interactive devices
- Telecommunications
- Tele-operations/robotics

### Attendance

Past CHI Conferences (Denver, San Jose, Seoul, and Toronto) have hosted up to 3800 participants from over 50 countries world wide. CHI 2018 is also expected to have excellent attendance.

Exhibitors presenting products and services will find thousands of eager users from corporate, education, entertainment, health care, government and research institutions. A registration list (one-time use of postal labels) may be requested 3 weeks prior to the conference or 3 weeks after the conference.

### Location of CHI 2018 Exhibits

CHI 2018 exhibits will be held in Salle 220 B/C of the Palais des Congrès de Montréal, Québec, Canada. This exhibit hall also includes other displays of interest. The exhibits area is configured to facilitate continuous interaction between exhibitors and attendees. Catered session breaks are also served daily here.

### Monday Evening Grand Opening of Exhibits and Reception

CHI 2018 is hosting the conference reception on Monday evening from 18:00 to 21:00 (6:00 to 9:00 pm) in the exhibit hall during the grand opening of the exhibits. Live entertainment, sweet and savory offerings, and the company of friends and colleagues create this memorable evening. Networking is effortless at this gala event attended by all onference registrants. As a special benefit to our Champion sponsors, a complimentary exhibit booth is included in the Champion Sponsor Benefits.

### Recruiting at CHI 2018

CHI 2018 is offering special opportunities for organizations wishing to recruit and organizations are invited to rent exhibit booth space for this purpose.

### Tuesday Evening Job Fair and Wednesday Hospitality Night

To support recruiting, CHI 2018 features a Job Fair on Tuesday evening from 18:00 to 19:30 (6:00 to 7:30 pm). Recruiters renting booths are invited to take advantage of this key event to meet qualified job candidates. CHI 2018 will also facilitate the delivery of resumes from individuals to your designated contact and help coordinate space for interviewing and hospitality events, if space is available. Recruiters confirmed by 3 months prior to the conference will appear in CHI 2018 publications and on the web site.

# ABOUT EXHIBITING

## Recruiting Boards

Recruiting Boards offer another way to highlight your organization in order to attract top professionals. Organizations may reserve a recruiting board to post jobs in a dedicated recruiting area. Board rentals are US \$250 and dimensions will be provided. Recruiting Board rental without booth rental does not include a conference registration or access to the interview areas that booth rentals may have.

## Booth/Stand Fees and Description

Exhibitors may choose either a standard location or a preferred location in the exhibit hall. Rental fees are:

### On or Before 12 January 2018:

Standard booth location	US \$2400
Preferred booth location	US \$2900

### After 12 January 2018:

Standard booth location	US \$2700
Preferred booth location	US \$3200

Space Rental Includes:

- 10 ft by 10 ft booth space (~ 3m by 3m)
- 8 ft high back drape
- 3 ft high side rails
- 1 Skirted Table (6 ft)
- 2 Side Chairs
- 1 Wastebasket

Internet access (WiFi or hard line), electricity, furniture, and other services are available for an additional fee through the conference booth/stand constructor.

Payment is due in full before registration is complete and booth assignment can be confirmed. Assignments will be made on a "first come, first served" basis after Sponsor booths have been assigned.

## Applying for Exhibit Space

To apply for exhibit space, please register online at [www.regonline.com/chi2018exhibits](http://www.regonline.com/chi2018exhibits) and provide your requested booth choices. Please keep a copy of your online registration receipt.

## CHI 2018 Web Page

Exhibitors are offered the opportunity to have a company description on the CHI 2018 exhibits page,

as well as a link to a home page. If you wish to take advantage of this opportunity, please check the appropriate box during registration.

## Cancellation Policy

Cancellation requests must be submitted in writing to the Exhibit Coordinator. Written requests received before 2 February 2018 will receive a refund of 50% of the total contract fee. No refunds will be made for cancellation requests after this date. Internet access (WiFi or hard line), electricity, furniture, and other services are available for an additional fee through the conference booth/stand constructor.

Payment is due in full before registration is complete and booth assignment can be confirmed. Assignments will be made on a "first come, first served" basis after Sponsor booths have been assigned.

## Space Assignments, Payments, Questions

For conference-related information and questions regarding the Exhibitor Application/Contract, payment, or booth/stand assignments, contact the Exhibits Coordinator.

## CHI 2018 Exhibits Coordinator

Carol Klyver  
ACM/CHI 2018 Exhibits  
Foundations of Excellence  
Pacifica, California, USA  
Tel: +1 650 738 1200  
Email: [exhibit@chi2018.acm.org](mailto:exhibit@chi2018.acm.org)

## Reduced Rates on Advertising Opportunities

Conference advertising opportunities such as program ads and registration bag inserts are offered to Exhibitors at very reduced rates. These opportunities are limited and are available on a "first come, first served" basis. Special rates for Exhibitors are:

Program Ad Rates (inside page only)  
\$1500 Exhibitors (\$5000 for other purchasers)

Registration Bag Insert Rates  
\$1500 Exhibitors (\$5000 for other purchasers)

The CHI 2018 Exhibit Coordinator can provide details on availability and placement. Champion Sponsors receive an additional discount.



## ABOUT EXHIBITING



Montréal Biosphere museum dedicated to the environment.

### Official Show Services Contractor

Freeman Expositions, Inc. is the Official General Service Contractor. All arrangements for exhibit material handling, display labor, additional furnishings, booth cleaning and electrical services must be made at the Exhibitor's expense via Freeman. Freeman can be contacted from 15 February 2018 with questions.

### Exhibit Booth/Other Services Inquiries (After 15 February 2018)

Freeman  
205 Viger W., Suite 207  
Montréal, Quebec, Canada H2Z 1G2  
Ph: +1 (514) 868-6666  
Fax: +1 (514) 394-2667  
Email: [FreemanmontrealES@freemanco.com](mailto:FreemanmontrealES@freemanco.com)

Freeman Exhibit Transportation and Customs  
Email: [ExhibitTrans.Canada@freeman.com](mailto:ExhibitTrans.Canada@freeman.com)  
Ph: +1 (877) 478-1113  
(for US, Canada, International Shipping)  
Ph: +1 (905) 951-1612  
(local number)  
Fax: +1 (514) 394-2667

### Exhibitor Services Kit

An Exhibitor Service Kit and online ordering will be available to confirmed exhibitors no later than 60 days prior to the show. Detailed information on freight shipping and storage is included. Discount pricing is available by ordering online at [www.freemanco.com/store](http://www.freemanco.com/store). You can

access Freeman Online from any device - desktop, laptop, tablet or via the Freeman Online Mobile Application.

### Booth Staffing

Exhibitors are required to keep booths staffed by at least one attendant during all exhibit hours. Failure to do so may result in removal of the exhibit from the show at the exhibitor's expense.

### Set Up and Removal

The exhibit area will be available for set-up:

- Monday, 23 April 9:00 am to 5:00 pm

All exhibits must be ready for the exhibit management walk through at **5:00 pm on Monday (one hour prior to opening of the exhibits)**. Exhibitor badges must be worn at all times during set up and dismantling. Exhibits may not be dismantled or removed until the close of the show. **All materials must be cleared from the Hall by 4:30 pm, Thursday, 26 April.** Equipment removal forms must be completed and returned to Hall Security for any equipment removed during the show and during dismantling.

### Storage of Empty Packaging

The storage of empty packaging in the booths/exhibits is strictly prohibited. Please arrange with the Show Services Contractor to remove and store all properly labeled empty shipping cartons, and return them after the show closing. Information about this service will be in the Exhibitor Service Kit.

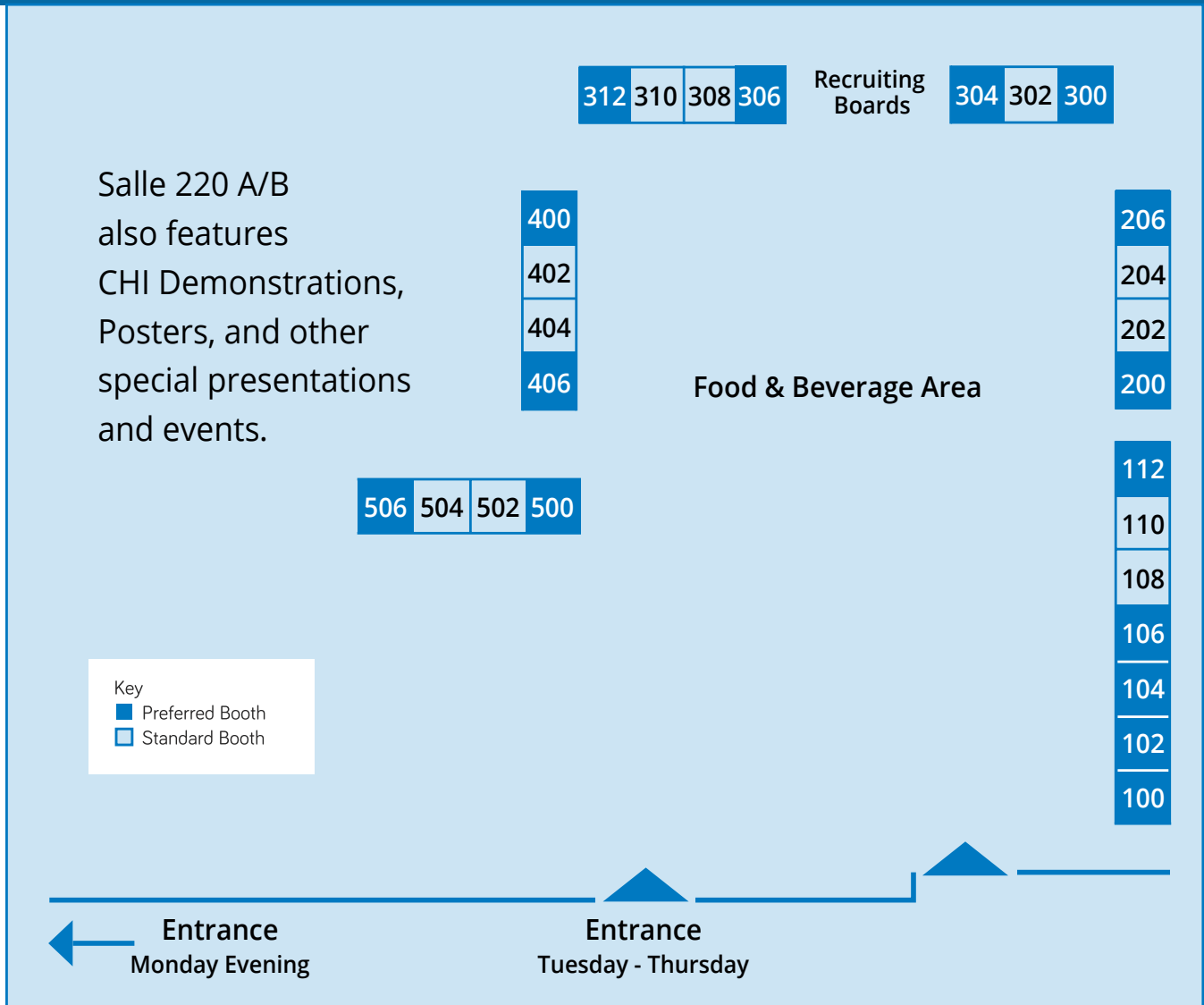
### Customs Clearance

Please be aware that shipping to and from Montréal requires customs clearance if your organization is outside of Canada. The Show Services Contractor may also be contacted for information about customs broker services.

### Advance Freight

Freeman will receive shipments to a designated advance warehouse one month prior to show installation. All freight handling for exhibit materials sent to the Freeman Advance Warehouse, as well as those unloaded at show site, must be PREPAID at the Exhibitor's expense. The rates will be published in the Exhibitor Service Kit.

# FLOOR PLAN



## 12 January 2018

Exhibitors confirmed by this date will qualify for a discounted exhibitor fee.

## 23 April 2018

### Exhibit Set-up:

Monday (only) 9:00 am to 5:00 pm  
Management walk through 5:00 pm

## 26 April 2018

### Exhibit Removal:

Thursday 1:30 pm to 4:30 pm

## 23-26 April 2018

### Monday

- Set Up 9:00 am – 5:00 pm
- Management walk through 5:00 pm
- Grand Opening, Demo Night, and Conference Reception 6:00 pm\* – 9:00 pm  
(\*opens at 6:00, but you must be fully ready by 5:30)

### Tuesday

- Exhibits Open 10:30 am – 6:00 pm
- Job Fair (exhibitors may stay) 6:00 pm – 7:30 pm

### Wednesday

- Exhibits Open 10:30 am – 6:00 pm
- Off-site Hospitality Reception 7:00 pm at SAT

### Thursday

- Exhibits Open 10:30 am – 1:30 pm
- Dismantling 1:30 pm – 4:30 pm



**CHI 2018**

Engage with CHI

# CONDITIONS OF CONTRACT TO EXHIBIT

## 1. Purpose of Exhibit

The main purposes of this exhibit are technical and educational. The exhibition staged in conjunction with the technical sessions is a vital element of the conference.

## 2. Terms of Booth Rental

Full payment of the exhibit rental fee must accompany the Application / Contract. Exhibitors submitting written requests for cancellation of booth space prior to 2 February 2018 will receive a refund of 50% of the total contract fee. No refunds will be made for cancellation requests received after this date.

## 3. Indemnity and Limitation of Liability

Neither the Association for Computing Machinery (ACM), nor Exhibit Management Company, nor Palais des Congrès, nor the city of Montréal, nor any of their officers, agents, employees, or other representatives shall be held liable for, and they are hereby released from liability for, any damage, loss, harm or injury to the person or property of the Exhibitor or any of its officers, agents, employees or other representatives, resulting from theft, fire, water, accident or any other cause. The Exhibitor shall indemnify, defend and protect, ACM, the Exhibit Management Company, Palais des Congrès, and the city of Montréal, from any and all claims, demands, suits, liability, damages, loss, costs, attorney's fees and expenses of whatever kind or nature, which might result from or arise out of any action or failure to act on the part of the Exhibitor or any of its officers, agents, employees or their representatives. It is the responsibility of the Exhibitor to maintain proper insurance coverage for its property and liability including the shipping of materials to and from the conference venue.

## 4. Assignment of Exhibit Space

ACM/CHI 2018 shall assign booth space to the Exhibitor for the period of the Exhibit (provided the Exhibit Building is made available to ACM/CHI 2018) in priority order based on receipt of a completed, signed Application / Contract accompanied by payment. Such assignment is made for the period of this Exhibit only and does not imply that the same or similar space be held or offered for future exhibits. Every effort will be made to respect the Exhibitor's booth preferences whenever possible, but ACM/CHI 2018's decision will be final. ACM/CHI 2018, in its sole discretion, reserves the right to make changes in booth assignments that it deems are in the overall best interest of the exhibit program. ACM/CHI 2018 reserves the right to withdraw its acceptance of this Application/ Contract if it determines in its sole discretion that the Exhibitor is not eligible to participate or the Exhibitor's product or services are not eligible to be displayed in this Exhibit.

## 5. Use of Exhibit Space

Exhibitor shall not assign to a third party its right hereunder to the Exhibit Space or any portion thereof without the prior written consent of ACM/CHI 2018, which it may withhold at its sole discretion. If such consent is given, the Exhibitor shall assume full responsibility for the conduct of the assignee and all its representatives, and the Exhibitor shall not charge its assignee more than a proportionate share of the exhibit fee based upon the amount of Exhibit Space assigned.

## 6. Exhibit Hours

ACM/CHI 2018 will establish exhibit hours and reserves the right to make changes. However, such changes will be made as far in advance of the exhibition as possible. Exhibitors are required to keep booths staffed by at least one attendant during all exhibit hours; failure to do so may result in removal of the Exhibit from the show

at the Exhibitor's expense. Exhibitors are required to be fully set up one hour prior to the start of the exhibit program and cannot dismantle until after the close of the exhibit program.

## 7. Displays and Decorations

Merchandise, signs, decorations, or display fixtures shall not be pasted, taped, nailed, or tacked to walls. No exhibit, merchandise, or equipment shall be left in any aisle, but shall be confined to Exhibit space. No signs or advertising devices shall be displayed outside Exhibit space or projecting beyond limits of Exhibit space as to interfere with any neighboring Exhibit. Exhibits should not project beyond the space allotted or obstruct the view or interfere with traffic to other exhibits.

## 8. Union Labor

Exhibitor must comply with all union regulations applicable to installation, dismantling, and display of the Exhibits, as well as freight handling of exhibit materials.

## 9. Fire Regulations

Exhibitor shall not pack merchandise in paper, straw, excelsior or any other readily inflammable materials. All cartons stored in the Exhibit Building shall be emptied of contents. Exhibitor shall use no inflammable decorations or covering for display fixtures and all fabrics or other material used for decoration or covering shall be flameproof. If required by local law or ordinances, Exhibitor shall have on hand in its Exhibit space a notarized affidavit establishing that its display material has been treated during the last year by an approved chemical. All wiring devices and sockets shall be in good condition and meet the requirements of local law.

## 10. Booth and Equipment Services

Space rental includes those terms listed in this Invitation to Exhibit.

## 11. Storage and Packing Crates and Boxes

Exhibitor will not be permitted to store packing crates and boxes in the booth or the Exhibit Hall during Exhibit, but these, when properly marked, will be stored and returned, to the booth by service contractors. It is the Exhibitor's responsibility to mark and identify all crates and boxes. Crates and boxes not properly labeled may be destroyed. No trunks, cases, or packing material shall be brought into or out of the Exhibit space during exhibit hours. Exhibitor is responsible to make arrangements for or contract for the removal and/or return of empty packaging.

## 12. Contractor Services and Information

ACM/CHI 2018 has, in the best interest of the Exhibitor, selected certain firms to serve as the official contractors to provide necessary services to the Exhibitors. Complete information, instructions, and schedules of prices regarding drayage, labor for set-up and dismantling, electrical work, furniture, special cleaning services, etc., will be included in the Service Kit to be forwarded after booth assignment has been confirmed, but not sooner than 60 days prior to the show. An Exhibitor Service Center will be maintained on the Exhibit Floor to facilitate service requirements from the Exhibitor. ACM/CHI 2018 assumes no responsibility or liability for any of the services performed or materials delivered by the foregoing persons and parties.

## 13. Observance of Laws

Exhibitor shall abide by and observe all laws, rules, regulations, and ordinances of any applicable government authority and all rules of the Exhibit Building. It is understood that in addition to complying with the specific exhibition requirements of ACM/CHI 2018, Exhibitors are subject to the rules and regulations of the host facility.



# CONDITIONS OF CONTRACT TO EXHIBIT

## 14. Insurance Information

ACM/CHI 2018 will endeavor to assist in the protection of exhibitors by providing 24-hour guard service. However, due to the tremendous value of exhibits, it is impractical and impossible to insure Exhibitors' equipment against loss, theft, damage, and breakage. Neither the Exhibit Building nor any of its employees nor representatives, nor any representative of ACM/CHI 2018, nor any subcontractor will be responsible for any injury, loss, or damage to the Exhibitor, the Exhibitor's employees, or property, however caused. In addition, the Exhibitor must assume responsibility for damage to the Exhibit Building property and indemnify and hold harmless the Exhibit Building from liability, which might ensue from any cause whatsoever, including accidents or injuries to Exhibitors, their guests, or employees. The Exhibitor must also assume responsibility for any accident, injury or property damage any person incurs while viewing his exhibit where such accident, injury, or property damage is caused by the negligence of the Exhibitor, agent, or employees. In view of the foregoing, Exhibitors are urged to place "extra territorial" and other coverage on equipment and exhibits, and arrange for extended public liability insurance with their regular insurance carrier, particularly if they are conducting experiments or demonstrations using heat or high voltage. ACM/CHI 2018 and the ACM/CHI 2018 Exhibits Management will cooperate fully but cannot assume responsibility for damage to Exhibitors' property or lost shipments, either coming into or going out of the premises, or for moving costs. Any damage due to inadequately packed property is Exhibitor's own responsibility. If Exhibit fails to arrive, Exhibitor will nevertheless be responsible for booth rent and no refund will be made. Exhibitors should carry insurance against such risks.

## 15. Hospitality Events

Hospitality space may be available in designated conference hotels and the Exhibit Building. All hospitality suite functions are required to be registered with the Exhibit Coordinator and cannot conflict with any of the conference courses, plenary sessions, technical sessions, or general receptions. Hospitality space is made available first to conference sponsors and then on a "first come, first served" basis to Exhibitors. Please contact the CHI 2018 Exhibit Coordinator for further information on reserving hospitality space.

## 16. Cancellation or Termination of Exhibit

If, because of war, fire, strike, Exhibit facility construction or renovation project, government regulation, public catastrophe, Act of God, public enemy, or other cause beyond the control of ACM/CHI 2018, the Exhibition or any part thereof is prevented from being held, is canceled by ACM/CHI 2018, or the Exhibit Space becomes unavailable, ACM/CHI 2018, in its sole discretion, shall determine and refund to the Exhibitor its proportionate share of the balance of the aggregate exhibit fees received which remain after deducting expenses incurred by ACM/CHI 2018 and reasonable compensation to ACM/CHI 2018. In no case shall the amount of refund to Exhibitor exceed the amount of exhibit fee paid.

## 17. Exhibitor Cancellation

Cancellation of any portion of this Application/Contract by the Exhibitor will be accepted only at the discretion of ACM/CHI 2018 and then only based upon the following refund policy. Prior to 2 February 2018, fifty percent (50%) of the total contract fee will be refunded. After 2 February 2018 no refunds will be given unless space is resold. If the space is resold, fifty percent (50%) of the total contract fee will be refunded. Except as the Exhibitor's rental obligation may be reduced as set forth in the preceding sentence, the Exhibitor is responsible for total booth rental irrespective of the reason for the cancellation by Exhibitor or because of the failure of an Exhibit to arrive for any reason.

## 18. Exhibitor Conduct

Exhibitor and its representatives shall not congregate or solicit trade in the aisles. The prior written consent of ACM/CHI 2018 is required for the employment or use of any live model, demonstrator, solicitor, or device for the mechanical reproduction of sound. Such employment or use shall be confined to Exhibit Space. ACM/CHI 2018, in its sole and absolute discretion, may withdraw its consent at any time, in which event Exhibitor shall terminate such activity immediately. All promotional plans must be submitted to ACM/CHI 2018 for approval. Distribution of pamphlets, brochures, or any advertising matter must be confined to the Exhibit Space. Exhibitor is prohibited from bringing alcoholic beverages into the Exhibit Area. Exhibitor shall refrain from any action that will distract attendees from attendance at the Exhibit during open hours. Exhibitor shall not lead attendees from one Exhibit Space to another or to elevators or escalators. Exhibitor or any of its representatives shall not conduct itself in a manner offensive to standards of decency or good taste.

## 19. Photographs

No photographs shall be taken without prior consent of ACM/CHI 2018 and the Exhibitors involved.

## 20. Registration Lists

ACM/CHI 2018 will provide a one-time use registration list to Exhibitor, if requested by Exhibitor on the Application/Contract. A list is available 3 weeks prior to the conference or 3 weeks after it. Exhibitor must indicate which list is preferred on the Application/Contract. It is understood that the list is postal addresses only for a single use. Exhibitor agrees not to sell, lend or give lists to any parties outside of Exhibitor's organization.

## 21. Insurance Requirements

All exhibitors participating in the CHI 2018 Exhibition are required to obtain a general public liability insurance in the amount of one million dollars (\$1,000,000) per occurrence. ACM SIGCHI and Convention Center shall be named as additional insureds on the general liability policy. Such insurance maintained by the exhibitor must be issued by an insurance company with an A.M. Best rating of A- or higher and shall include coverage of the indemnification obligations of the exhibitor under these rules and regulations. Each exhibitor is also required to carry workers compensation protecting employees in accordance with the laws of the state or province in which the exhibition is being held. Nothing in this paragraph shall limit the amount of liability an exhibitor may be responsible for.

## 22. Agreement to Conditions of Contract to Exhibit

Exhibitor agrees to observe and abide by the foregoing Conditions of Contract to Exhibit and by such additional Conditions of Contract made by ACM/CHI 2018 from time to time for the efficient or safe operation of the Exhibit including, but not limited to, those contained in this contract. In addition to ACM/CHI 2018's right to close an Exhibit and withdraw its acceptance of this Application/Contract, ACM/CHI 2018, in its sole judgment, may refuse to consider for participation in future Exhibits an Exhibitor who violates or fails to abide by all such Conditions of Contract to Exhibit set forth in the Application/Contract. There is no other agreement or warranty between the Exhibitor and ACM/CHI 2018 except as set forth in this document. The rights of ACM/CHI 2018 under this contract shall not be deemed waived except as specifically stated in writing and signed by an authorized representative of ACM/CHI 2018.



# EXHIBIT SPACE APPLICATION/CONTRACT

**Agreement:** Exhibitor hereby requests space at the ACM/CHI 2018 Conference and Exhibition to be held at the Palais des congrès de Montréal, Québec, Canada, from 21–26 April 2018. Acceptance of this Application/ Contract by ACM/CHI 2018 converts it to a full contract for exhibits, and shall be considered a binding agreement between the Exhibitor and ACM/CHI 2018. Exhibitor accepts all terms and conditions and rules for exhibiting as outlined in the attached Conditions of Contract to Exhibit.

Signature of Authorized Representative: \_\_\_\_\_

Printed Name of Authorized Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

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

Company Name on Exhibit (if different than above): \_\_\_\_\_

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

City: \_\_\_\_\_ State: \_\_\_\_\_

Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

Please follow the instructions for returning this signed agreement when you **register online** at:  
<http://www.regonline.com/chi2018exhibits>

**BOOTH/STAND PREFERENCE AND**

**ON OR BEFORE 12 January 2018**

**RENTAL FEE**

The rental fee is US \$3200 (preferred space) or US \$2700 (standard space) per 3m X 3m booth/stand (about 10ft X 10ft). Space rental, a booth identification sign, 24-hour security, and one complimentary conference registration are included in this fee. Payment is due with this Application/ Contract.

Standard Booth (US \$2400 payment per booth):	<input type="text"/>	booth(s) x US \$2400 =	\$ <input type="text"/>
Preferred Booth (US \$2900 payment per booth):	<input type="text"/>	booth(s) x US \$2900 =	\$ <input type="text"/>
Recruiting Announcement Board (US \$250 per space):	<input type="text"/>	board(s) x US \$250 =	\$ <input type="text"/>

**AFTER 12 January 2018**

NOTE: There is a discount of US \$300 for booth space confirmed on or before 12 January 2018. Booth assignments will be made in priority order based on receipt of completed, signed exhibitor Application/ Contracts accompanied by payment once the Sponsor booths are assigned. ACM/CHI 2018 reserves the right to make changes in booth assignments that it deems are in the best interest of the exhibit program.

Standard Booth (US \$2700 payment per booth):	<input type="text"/>	booth(s) x US \$2700 =	\$ <input type="text"/>
Preferred Booth (US \$3200 payment per booth):	<input type="text"/>	booth(s) x US \$3200 =	\$ <input type="text"/>
Recruiting Announcement Board (US \$250 per space):	<input type="text"/>	board(s) x US \$250 =	\$ <input type="text"/>
Program Ad (US \$1500 without Champion discount):	<input type="text"/>	ad x US \$1500 =	\$ <input type="text"/>
Bag Insert (US \$1500 without Champion discount):	<input type="text"/>	insert x US \$1500 =	\$ <input type="text"/>

**Total number of booths requested:**

**Total** \$

**Booth Number Choices**

1st choice     2nd choice   
 3rd choice     4th choice

**PAYMENT**

**Payment is due with the Application/Contract. Payment by credit card is preferred. If paying by check, make checks payable to ACM/CHI 2018 Exhibits. Checks must be in US dollars payable through a US bank. Payment may also be made by bank (wire) transfer. Contact the Exhibit Coordinator for instructions if you wish to pay by bank transfer.**

**Recruiting Board Rental Fee**

The fee is US \$250 for a single Recruiting Board.