2022 NATIONAL CONVENTION

October 6 - October 8, 2022
Georgia World Congress Center
HQ Hotel: The Omni Atlanta Hotel at CNN Center
Atlanta, Georgia

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CONTACT

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Dear Prospective Sponsor,

Thank you for your interest in helping present our 12th National Convention on October 6-8, 2022, in Atlanta, Georgia. We are excited for you to be part of our in-person convention with collegiate and professional conferences and the STEM Career Fair.

SASE has grown at a fast pace over the last 14 years, and today, we host the largest Asian and Pacific Islander (API) STEM Career Fair in the U.S. Our collegiate chapters consistently attract new members and send large groups of talented students to our conferences. We know one of the biggest reasons collegiate students attend is to meet you and learn about your organization. That is why we are always on the lookout for new and engaging opportunities for you.

SASE strongly believes in the success of diversity and inclusion in the workplace. We co-create programming with many of the sponsors’ API ERG/BRGs. Our invite-only Executive Forum engages over 40 senior executives who support company efforts in expanding D&I, talent, and professional development. We are the largest API platform for employee recognition and professional development. As part of our convention celebrations, we proudly honor API military service members (who may be working for your organization).

Reports show API professionals are the least likely to hold manager and executive positions out of any other racial group in the U.S. This finding motivates us to help bring out the untapped leadership potential in your API employees. With your support, we continue to expand our training at all levels, from collegiate through executives, to make a real impact for the API community.

We look forward to partnering with you to strengthen your company’s hiring potential and API awareness. SASE sponsorships can include access to our exclusive resume database, branded light-hearted activities for attendees, and distribution of memorable swag. We look forward to seeing you October 6-8 in Atlanta!

Sincerely,
Khánh Vũ
SASE’S KEY MILESTONES

**NOV 2007**
SASE was founded by P&G employees and registered in the State of Ohio as a 501(c)(3) nonprofit

**OCT 2008**
Carnegie Mellon University becomes the first SASE collegiate chapter

**DEC 2009**
Cincinnati becomes the first SASE professional chapter

**NOV 2010**
SASE reaches 20 collegiate chapters

**AUG 2010**
SASE reaches 10 collegiate chapters

**MAR 2010**
GE sponsors SASE

**DEC 2010**
Shell, Toyota, Michelin, Lockheed Martin and Southern Company sponsor SASE

**FEB 2011**
SASE hires Executive Director; PASES chapters vote to join SASE

**MAR 2011**
SASE announces first National Conference for September 2011

**MAR 2012**
SASE hosts 5 regional conferences (NE, Central, South, Mountain and West) with over 600 participants

**JUL 2015**
SASE hosts virtual retreat for collegiate regional team

**OCT 2011**
SASE reaches 32 collegiate chapters

**SEPT 2011**
SASE holds first National Conference and Career Fair in Baltimore, MD

**OCT 2013**
SASE reaches 53 collegiate chapters and 5 professional chapters; SASE hosts third national conference and largest career fair for Asian Americans in the nation

**FEB 2014**
SASE hosts 6 regional conferences

**JUL 2015**
SASE hosts full professional training and organizes executive forum at 2018 national conference

**OCT 2015**
SASE hosts fifth national conference and STEM career fair in Houston, TX

**SEPT 2017**
Embry-Riddle becomes 88th collegiate chapter

**OCT 2017**
SASE reaches 80 general sponsors and 16 organizational-level sponsors
SASE hosts first ERG Training & APIA Senior Leadership meeting

**JAN 2018**
Dennis Hirotsu joins SASE as Executive Advisor

**OCT 2018**
SASE hosts inaugural SASEsalutes at 2019 national conference

**FEB 2020**
SASE reaches 100 collegiate chapters sponsor SASE

**JUL 2019**
SASE successfully hosts its first virtual national conference

**JUN 2021**
SASE launches Women’s Leadership Conference

**DEC 2021**
SASE establishes first collegiate chapter in Canada
**SASE’S MISSION**

**Prepare Leaders**
Prepare Asian heritage scientists and engineers for success in the global business world.

**Celebrate Diversity**
Celebrate diversity on campuses and in the workplace.

**Give Back**
Provide opportunities for members to make contributions to their local communities.

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**SASE’S OVERVIEW**

The Society of Asian Scientists and Engineers is a 501(c)(3) nonprofit organization dedicated to advancing Asian heritage scientists and engineers in education and employment to achieve their full career potential. In addition to professional development, SASE encourages members to contribute to the enhancement of the communities in which they live.

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**VIRTUAL CONVENTION 2021 DEMOGRAPHICS**

**REGISTRATIONS**

- 2,900

**REGISTRATION TYPE**

- 78.5% COLLEGE STUDENTS
- 21.5% EXPERIENCED PROFESSIONALS

**GENDER**

- Male: 56.7%
- Female: 35.0%
- No Answer: 6.0%
- Prefer Not to Answer: 1.3%
- Transgender: 0.1%
- Non-Binary: 1.0%
- Other: 12.4%

**YEAR IN SCHOOL**

- Freshmen: 10.8%
- Sophomores: 16.9%
- Juniors: 24.6%
- Seniors: 31.4%
- Graduates: 16.2%

**GPA**

- 3.0+: 94.7%
- 3.5+: 68.0%
- 4.0: 10.8%
2022 REACH

Each year, SASE hosts the largest Asian STEM career fair in the U.S. In addition, our annual SASE Magazine is distributed to all conference attendees and all chapters.

With a network of more than 10,000 students and professionals, SASE provides unique access to technical talent across the U.S. We position you to recruit potential candidates and connect with other companies who believe in diversity and inclusion. Through our programs, your company can make an impact on the next generation of leaders and even provide your employees with a place to grow, learn, volunteer and lead.

SOCIAL MEDIA REACH

<table>
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<th>SOCIAL MEDIA</th>
<th>REACH</th>
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<tr>
<td>FACEBOOK • facebook.com/SASE</td>
<td>LIKES: 6,400+  ENGAGEMENT: 5,300+  REACH: 35,300+  ENGAGEMENT RATE: 14.5%</td>
</tr>
<tr>
<td>INSTAGRAM • @saseconnect</td>
<td>FOLLOWERS: 1,600+  POSTS: 60+  ENGAGEMENT: 4,400+  IMPRESSIONS: 46,600+  ENGAGEMENT RATE: 11.8%</td>
</tr>
<tr>
<td>LINKEDIN • linkedin.com/company/society-of-asian-scientists-and-engineers/</td>
<td>FOLLOWERS: 5,900+  POSTS: 70+  IMPRESSIONS: 188,000+  ENGAGEMENT RATE: 5.2%</td>
</tr>
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SASE MEMBER REACH

Collegiate Chapters:
- Arizona State University
- Boston University
- Brandeis University
- Bucknell University
- California State University - Fresno
- California State University - Long Beach
- Carnegie Mellon University
- City College of New York
- Clarkson University
- Clemson University
- Colorado School of Mines
- Colorado State University
- The Cooper Union
- Cornell University
- Drexel University
- Embry-Riddle Aeronautical University - Daytona Beach
- Embry-Riddle Aeronautical University - Prescott
- Franklin W. Olin College of Engineering
- George Mason University
- George Washington University
- Georgia Institute of Technology
- Kansas State University
- Kettering University
- Illinois Institute of Technology
- Lamar University
- Lehigh University
- Louisiana State University
- Massachusetts Institute of Technology
- Michigan State University
- New York University
- North Carolina State University
- Northeastern University
- Northwestern University
- Ohio State University
- Oklahoma State University
- Old Dominion University
- Oregon State University
- Pennsylvania State University
- Purdue University
- Regis University
- Rensselaer Polytechnic Institute
- Rice University
- Rochester Institute of Technology
- Rose-Hulman Institute of Technology
- Rutgers University - New Brunswick
- San Diego State University
- San Francisco State University
- San Jose State University
- South Dakota School of Mines and Technology
- Stanford University
- State University of New York - Binghamton
- State University of New York - Buffalo
- State University of New York - Stony Brook
- Stevens Institute of Technology
- Syracuse University
- Temple University
- Texas A&M University
- University of Alabama - Huntsville
- University of Arizona
- University of California - Berkeley
- University of California - Irvine
- University of California - Los Angeles
- University of California - Merced
- University of California - San Diego
- University of California - Santa Barbara
- University of California - Santa Cruz
- University of Central Florida
- University of Cincinnati
- University of Colorado - Boulder
- University of Colorado - Denver
- University of Dayton
- University of Delaware
- University of Florida
- University of Houston
- University of Illinois - Chicago
- University of Illinois - Urbana-Champaign
- University of Iowa
- University of Kansas
- University of Maryland - Baltimore County
- University of Maryland - College Park
- University of Massachusetts - Amherst
- University of Miami
- University of Michigan
- University of Minnesota - Twin Cities
- University of Missouri - Columbia
- University of Nevada - Las Vegas
- University of New Hampshire
- University of New Mexico
- University of North Florida
- University of Notre Dame
- University of Oklahoma
- University of Pennsylvania
- University of Pittsburgh
- University of Portland
- University of Rhode Island
- University of Rochester
- University of South Florida
- University of Southern California
- University of Tennessee - Knoxville
- University of Texas - Arlington
- University of Texas - Austin
- University of Texas - Dallas
- University of Toledo
- University of Virginia - Charlottesville
- University of Washington
- Vanderbilt University
- Villanova University
- Virginia Polytechnic Institute and State University
- Wilbur Wright College
- Worcester Polytechnic Institute
The following pages will present you with options to build your ideal experience. Select a collegiate conference opportunity followed by a professional conference opportunity, then browse through our opportunity boosters to round out your package.

### STEP 1
Select your **collegiate conference** opportunity

### STEP 2
Select your **professional conference** opportunity

### STEP 3
Select your **opportunity boosters**

Note: One collegiate conference selection (Step 1) is the minimum sponsorship required. We can also customize your sponsorship package and reserve booth spaces that fit your needs – just contact a SASE sponsorship outreach team member to get started.

### Conference Registration Types

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<th>Registration Type</th>
<th>Cost</th>
<th>Description</th>
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<tr>
<td>Professional Conference Registration ($950 per person)</td>
<td>$950</td>
<td>Includes all professional events (training, meals, and award celebrations) and access to the STEM career fair.</td>
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<tr>
<td>Collegiate Conference Registration ($500 per person)</td>
<td>$500</td>
<td>Includes all collegiate events (collegiate workshops, breakfast, lunch) and career fair.</td>
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<tr>
<td>STEM Career Fair Only Registration ($25 per person)</td>
<td>$25</td>
<td>Access to the career fair only on Saturday.</td>
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1. **COLLEGIATE CONFERENCE OPPORTUNITIES**

- **Conference Co-Lead Sponsor • $40,000 (3 max.)**
  - Website banner ad on SASE Convention page
  - Organizational Advisory Council (OAC) membership
  - Two ad pages in SASE Magazine, either an advertising spread or a single ad page and a full-page editorial profile of an Asian American executive
  - Quad career fair booth
  - One collegiate workshop
  - 2 Professional Conference Registrations
  - 6 Collegiate Conference Registrations
  - 6 Career Fair Registrations
  - 2-minute video shown during Collegiate Conference
  - One pre-conference email blast
  - One “Visit Us” sign outside career fair
  - Opportunity for sponsor speaker to do a short 3-minute presentation at Friday event
  - One SASE Social Media post
  - Two interview booths (Fri and Sat)

- **Friday Evening Celebration Sponsor • $36,000**
  - Exclusive sponsorship of the SASE Awards (Leadership) Event, presented in video and online
  - Opportunity for an executive from sponsor to do a 2-3 minute, pre-recorded video, integrated at beginning of event
  - Opportunity for an executive from sponsor to show a 2-minute video during the event.
  - Full-page ad in SASE Magazine
  - Double career fair booth
  - 4 Collegiate Conference Registrations
  - 6 Career Fair Registrations
  - Distribution of sponsor materials in conference bag

- **Conference Laptop Backpack Exclusive Sponsor • $35,000**
  - Distributed to all collegiate attendees
  - Full-page ad in SASE Magazine
  - Distribution of sponsor materials

- **Organizational Advisory Council (OAC) Member • $28,000**
  - Double booth at career fair
  - Full-page ad in SASE Magazine
  - Two interview booths (Fri and Sat)
  - Full-year access to resume database
  - Two face-to-face OAC meetings per year
  - 2 Professional Conference Registrations
  - 4 Collegiate Conference Registrations
  - 6 Career Fair Registrations
  - One email blast
  - One SASE Social Media post
  - One collegiate workshop
  - One SASE Regional Conference sponsorship – includes mention on regional conference website, table at event, one event registration
  - Scrolling logo on SASE homepage
  - Logo (or listing) on OAC page in SASE Magazine
  - Full-year unlimited job postings
  - Key school chapter development
COLLEGIATE CONFERENCE OPPORTUNITIES

☐ **Friday Military Awards Celebration Sponsor • $32,000**
  - Exclusive sponsorship of the SASE Awards (SASEsalutes) Event, presented in video and online
  - Opportunity for an executive from sponsor to do a 2-3 minute, pre-recorded video, integrated at beginning of event
  - Opportunity for an executive from sponsor to show a 2-minute video during the event.
  - Full-page ad in SASE Magazine
  - Double booth at career fair
  - 4 Professional Conference Registrations
  - 6 Career Fair Recruiter Registrations

☐ **Conference Tote Bag Exclusive Sponsor • $27,500**
  - Distributed to all conference attendees
  - Full-page ad in SASE Magazine
  - Double career fair booth
  - 2 Collegiate Conference Registrations
  - 6 Career Fair Registrations
  - Distribution of sponsor materials

☐ **Friday Breakfast Sponsor • $27,000**
  - Welcome and 2-min speaker introduction
  - Full-page ad in SASE Magazine
  - Double career fair booth
  - 2 Collegiate Conference Registrations
  - 6 Career Fair Registrations
  - Pricing for chair drop available upon request

☐ **Collegiate Leadership Seminar Sponsor • $27,000 for One Sponsor OR $22,000 Each for Two Sponsors**
  - Provide presenter (subject to SASE approval)
  - One collegiate workshop
  - Full-page ad in SASE Magazine
  - Double career fair booth
  - 2 Collegiate Conference Registrations
  - 6 Career Fair Registrations

☐ **Premium Collegiate Workshop • $21,000**
  - Welcome (company provides workshop presenter)
  - Full-page ad in SASE Magazine
  - Double career fair booth
  - 3 Collegiate Conference Registrations
  - 2 Collegiate Conference Registrations for up to 2 presenters
  - 3 Career Fair Registrations
  - Includes digital signage at session

☐ **Resume Room • $20,500 Per Sponsor (6 max.)**
  - Resume critiques by your company representatives
  - Full-page ad in SASE Magazine
  - Double career fair booth
  - 2 Collegiate Conference Registrations
  - 3 Career Fair Registrations
1 COLLEGIATE CONFERENCE OPPORTUNITIES

☐ Onsite and Online Registration Sponsor • $18,500
  • Extra signage at check-in (physical and online check-in)
  • Full-page ad in SASE Magazine
  • Double career fair booth
  • 2 Collegiate Conference Registrations
  • 3 Career Fair Registrations

☐ Sponsored Collegiate Workshop • $16,250
  • Welcome (company provides workshop presenter)
  • Half-page ad in SASE Magazine
  • Single career fair booth
  • 2 Collegiate Conference Registrations
  • 2 Collegiate Conference Registrations for up to 2 presenters
  • 3 Career Fair Registrations
  • Includes digital signage at session

☐ SASE Photo Studio Sponsor • $15,250
  • Company logo on SASE photo booth
  • Full-page ad in SASE Magazine
  • Single career fair booth
  • 2 Collegiate Conference Registrations
  • 3 Career Fair Registrations

☐ Lanyard Sponsor • $15,250
  • Company logo on each attendee lanyards (single color)
  • Full-page ad in SASE Magazine
  • Single career fair booth
  • 2 Collegiate Conference Registrations
  • 3 Career Fair Registrations

☐ Sponsored Collegiate Panel • $13,500
  • Welcome (company provides one panelist)
  • Half-page ad in SASE Magazine
  • Single career fair booth
  • 5 Collegiate Conference Registrations
  • 5 Career Fair Registrations
  • Includes digital signage at session

☐ Mobile App Exclusive Sponsor • $13,500
  • Includes logo on convention app with convention schedule
  • Single career fair booth
  • Half-page ad in SASE Magazine
  • 2 Collegiate Conference Registrations
  • 3 Career Fair Registrations
1 COLLEGIATE CONFERENCE OPPORTUNITIES

- **University Lead Sponsor • $11,500 (Academic Institutions Only)**
  *This is the highest profile university sponsorship with extensive benefits:*
  - 6 Collegiate Conference Registrations
  - Unlimited career fair attendance
  - Double career fair booth
  - Invitation for one representative to attend Organizational Advisory Council (OAC) meetings
  - School-specific marketing sheet in tote bag (supplied by school)
  - Full-page ad in SASE magazine – half-page welcome from dean (with photo), half-page ad for school
  - Logo prominently displayed on website
  - One email blast
  - One SASE Social Media post

STEM CAREER FAIR

- **Standard Career Fair Booth • $8,250 ($7,750 if paid by June 1)**
  - Career fair booth (10’ x 10’)
  - Half-page ad in SASE Magazine
  - 1 Collegiate Conference Registration
  - Government Pricing: $7,250

- **Double Career Fair Booth • $15,250 ($14,750 if paid by June 1)**
  - Double booth (10’ x 20’)
  - Full-page ad in SASE Magazine
  - 2 Collegiate Conference Registrations
  - 6 Career Fair Registrations

- **Triple Career Fair Booth • $19,250**
  - Triple booth (10’ x 30’)
  - Full-page ad in SASE Magazine
  - 2 Collegiate Conference Registrations
  - 6 Career Fair Registrations

- **Quad Career Fair Booth • $25,000**
  - Quad booth (20’ x 20’)
  - Full-page ad in SASE Magazine
  - 3 Collegiate Conference Registrations
  - 6 Career Fair Registrations

- **Academic Career Fair Booth • $2,000 (75% discount from corporate rate)**
  - Half-page ad in SASE Magazine
  - Event Sponsor listing on website
  - 2 Collegiate Conference Registrations

*All career fair exhibitors receive 90-day access to the SASE resume database.*
PROFESSIONAL CONFERENCE OPPORTUNITIES

- **Thursday Achievement Awards Celebration Sponsor • $33,000**
  - Exclusive sponsorship of the SASE Awards (Achievement) Event
  - Opportunity for an executive from sponsor to do a 2-3 minute, pre-recorded video, integrated at beginning of event
  - Opportunity for sponsor to show a 30-sec sizzle reel video
  - Full-page ad in SASE Magazine
  - Double booth at career fair
  - 4 Professional Conference Registrations
  - 6 Career Fair Recruiter Registrations

- **Professional Networking Event Sponsor • $20,000 (4 max.)**
  - Presenter of food/beverage station during event with discreet branding
  - Includes $10,000 food/beverage credit (additional food/beverage opportunities available)
  - Full-page editorial profile of an Asian American executive in SASE Magazine
  - Event sponsor listing on website
  - Includes 5 Professional Conference Registrations

- **Sponsored Professional Workshop • $9,000**
  - Acknowledgments during opening / closing event
  - Half-page ad in SASE Magazine
  - Event Sponsor listing on website
  - 4 Professional Conference Registrations

- **Pro Pack of Registrations • $9,000 (Early Bird) OR $9,500 (Regular)**
  - Buy 10 get 1 Free Registrations for Professional Conference
  - Pro registration codes issued for distribution
  - Includes all events Thursday and Friday (professional training, breakfasts, lunches and awards celebrations) and career fair
3 OPPORTUNITY BOOSTERS

☐ SASEhack Sponsor • $20,000 Lead OR $12,000 Non-Lead
  • Sponsor SASE’s Fall Hackathon, Hybrid Oct 6, 2022
  • Opportunity to present to participants
  • Provide judge/mentor to teams
  • Recognition in SASE Magazine and on SASE website

☐ SASEhack Spring Virtual Event Sponsor • $10,000
  • Exclusive sponsor of SASE’s Spring Hackathon
  • Opportunity to present to participants
  • Provide a judge and/or mentor to teams
  • Recognition in SASE Magazine and on SASE website

☐ SASE Magazine Ad
  • Full-page ad: $4,000
  • Half-page ad (horizontal): $2,500
  • Full-page upgrade from complimentary half page: $2,500

☐ Hospitality Suite • $4,500
  • Based on availability. Includes $1,500 food/beverage credit (additional food/beverage opportunities available).

☐ Email Blast to Registrants • $3,000 (Limited Availability)
  • Sponsor-drafted email to registrants with opportunities, company description, sponsor logo or invitation
  • Sent within 14 days of national convention

☐ E-Newsletter Article • $2,500
  • Article featured in SASEXpress, monthly e-newsletter reaching over 12,000 subscribers

☐ Three SASE Social Media Posts (Limited Availability)
  • $2,500 conference season (September–October)
  • $1,750 non-conference season

☐ Product Inserts in Tote Bag • $2,000
  • Included in conference tote bags
  • Production and shipping not included

☐ Digital Sign Outside Career Fair • $1,495
  • Sign with your logo and message (e.g., “Come see us in Booth ___”)

☐ Interview Booth • $650 for Saturday OR $1,000 for both Friday and Saturday
  • 10’ x 10’ booth with 6’ table and two chairs

☐ SASE Conference Plush Animal • $15,000
  • Organization logo co-branded with SASE
  • Included in all collegiate conference bags
3 OPPORTUNITY BOOSTERS

- **Georgia World Congress Center East Plaza Billboard – A Building • $7,500 (4 max.)**
  - Space of A Building (36’ x 10.5’)
  - 10 seconds out of 120-second loop
  - Played for duration of event

- **55” Mobile Monitors • $1,495 (20 max.)**
  - USB – Plug and Play
  - Located on Professional or Collegiate Floors
  - 40 seconds out of 120-second loop
  - Played for duration of event

- **Carpet/Floor Clings • $495**
  - 4’ x 6’ (Rectangle) or 4’ x 4’ (Arrow)
  - Includes production, installation and removal
  - Located on Pro, Collegiate Floor or Exhibit Hall
3 OPPORTUNITY BOOSTERS

- **Door Cling • $125**
  - 24” x 24” (Double-sided)
  - Includes production, installation and removal

- **Hand Sanitizer Poster • $495 (20 max.)**
  - 12” x 16.5” poster
  - Includes production, installation and removal
  - Displayed for duration of event
The Organizational Advisory Council of the Society of Asian Scientists and Engineers plays an important role in SASE’s continued growth and success. OAC members are partners in the strategic development of SASE, and participate in national and regional events.

*SASE is deeply grateful to the OAC members for their continued support.*
We would like to extend our sincere appreciation to our sponsors. With your support, we continue to grow, connect you to high-caliber talent, provide professional development and training to your employees, and advance and recognize Asian heritage engineers and scientists in the workplace. Thanks to you, SASE’s mission is expanding and impacting more people.
Company Name: ______________________________________________________________________________________________
Contact Name: __________________________ Title: _________________________ Email: _________________________________
Address: _______________________________ City: __________________________ State: _________ Zip: ____________________
Phone: ______________________________________ Website: _______________________________________________________

Floorplan Link: https://www.rocexhibitions.com/floorplans/22sase/exfx.html#floorplan

Please choose your 1st, 2nd and 3rd choice booth numbers and we will assign your first option if available, moving on to your 2nd and 3rd if not. If no booth numbers are noted, one will be assigned by SASE Event Management.

Booth Preferences: 1.________________ 2.________________ 3._________________ Booth Size: ___________ x _____________

**Sponsorship Opportunities (_______________)**

**Career Fair Opportunities (_______________)**

**Additional Opportunities (_______________)**

*Booth Information*

All Booths are 10’ x 10’ exhibit spaces unless otherwise specified; Each 10’ x 10’ and 10’ x 20’ booths include one 6’ table, two chairs, one wastebasket; 10’ x 30’ and 20’ x 20’ booths include two 6’ tables, 4 chairs 2 wastebaskets; larger booths receive three 6’ tables, 6 chairs, 3 wastebaskets. All inline & perimeter booths receive pipe & drape. Booth carpet is not included, exhibitors will need to order carpet for their booth or provide their own. Booth carpet is not required. No more than three representatives are allowed per single booth. Additional representatives can be arranged upon request.
By signing I acknowledge that I have received the rules and regulations contained on page 3 of this contract. The signed contract shall become a binding contract in accordance with the terms of the agreement and all rules and regulations.

**Payment Terms**
- Fifty percent (50%) of total participation cost is due upon completion of contract
- Final payment is due July 15, 2022
- Beginning July 15, 2022, full payment must accompany completed contract
- SASE reserves the right to deny access if invoice is not paid in full prior to move in

**Cancellation Policy**
- Cancellations are subject to one hundred percent (100%) of all monies paid to be retained by SASE
- Cancellations will result in the forfeit of all registration badges

**Liability:** The parties hereby agree that it is the duty and the responsibility of each Exhibitor to install and put the exhibit into place before the opening of the Exhibits, that all property, material and/or equipment shipped to or from the conference site by Exhibitor is at the sole risk of the Exhibitor. It is mutually agreed that SASE, its officers, agents, contractors and employees shall not be liable to the Exhibitor for any and all losses, damages or injuries to all persons or property including, but not limited to, destruction of the Exhibit at the Conference site resulting from any cause, condition or activity. All claims for any such loss, damages or injuries are expressly and knowingly waived by the Exhibitor.

**Insurance:** Exhibitors must have adequate insurance coverage including automobile coverage if applicable, obtained at their own expense, with SASE named as an additional insured, for property loss or damage to themselves for liability for property damage and personal injury to others. SASE and its agents and employees assume no risk and the Exhibitor expressly releases them of and from any and all liability for damages, injury or loss to any person or goods, from any cause whatsoever. Each Exhibitor agrees to indemnify and hold harmless SASE, its agents, employees, directors, officers and consultants, and the Georgia World Congress Center, Atlanta, GA, against all claims, demands, suits, costs or expenses because of injury, loss, or damages.

**Sign and Return:** Please email completed and signed form to clarence.low@saseconnect.org or maria.labriola@saseconnect.org
- Make checks payable to SASE. Mail check to: P.O. Box 11179, Denver, CO 80211-0179
- For Payment and Sponsorship Questions, contact Clarence Low, at 303-902-7202
1. EVENT MANAGEMENT: The words ‘Event Management’ as used herein shall mean event management, Society of Asian Scientists and Engineers (SASE) and ROC Management, Inc., or its officer or Committees or Agents or Employees acting for it in the management of the Exhibition.

2. ELIGIBLE EXHIBITS: Exhibits will be limited to those companies or other entities offering materials, products or services of interest to the best interests of Exhibitors and the Exhibition. Further, Event Management expressly reserves the right to determine the eligibility of any and all product display. Exhibitor/s and their representatives must list their participating principals as the exhibitors of record. Only the exhibitor of record whose name appears upon the face of this contract may be placed on the exhibit space or in the printed list of Exhibitors of the Exhibition. No exhibitors or advertising will be allowed to extend their exhibit space or to occupy space above the back and side rails.

3. LIMITATION OF LIABILITY: Event Management will not be responsible for loss or damage to displays or goods belonging to exhibitors, whether resulting from fire, storms, acts of God, air conditioning or heating failure, theft, pilferage, mysterious disappearance, bomb threats or other causes. All such items are brought to the Exhibition and displayed at exhibitor's own risk, and should be safeguarded at all times by the exhibitor.

Event Management will provide the services of a reputable agency for perimeter protection during the period of installation, exhibition and dismantle and Exhibitor agrees that the provision of such services constitutes adequate discharge of all obligations of the Event Management to supervise and protect Exhibitors property within the Exhibition. Exhibitors may provide additional guards at their own cost and expense, with prior approval by Event Management.

The Exhibitor agrees that Event Management shall not be responsible in the event of any errors or omission in the representation which in standard practice appears normally on them. Exhibitor may not permit in their exhibit space non-Exhibitor representatives to have an exhibit, or portion of an exhibit, fails to arrive, Exhibitor is nevertheless responsible for exhibit space cost. Exhibitor is responsible for obtaining and maintaining adequate liability insurance of substantial amounts.

4. DEFAULT IN OCCUPANCY: If exhibition space is not occupied by the time set for completion of installation of such space, the same may be occupied by another exhibitor for such purpose as it may fit.)

5. SUB-LEASING: Exhibitor shall not sublet their space, or any part thereof, of the exhibition of anything not specified in the contract. Exhibitor may not exhibit, offer for sale, give as a premium, or advertise articles not manufactured or sold in their own name, except where such articles are required for the proper demonstration of operation of Exhibit's display.

6. DAMAGE TO PROPERTY: Exhibitor is liable for any damage caused to building floors, walls or columns, or to standard exhibits, including without limitation, attorney's fees and amounts paid in settlement incurred in connection with such damage arising out of acts or negligence of Exhibitor, their Agents or Employees.

7. OFFICIAL SERVICE CONTRACTOR: To assure orderly and efficient installation, operation, and removal of the displays, and to minimize confusion by the presence or solicitation of unknown or unqualified firms, Event Management, has designated an official service contractor. Rulings of the Event Management shall in all instances be final with regard to use of such services.

8. ADDITIONAL SERVICES: In addition to the services specified or other special services needed by individual exhibitors, are provided only when the Exhibitor orders and agrees to pay for them specially from the persons authorized to supply such services in conformity with City, insurance and other requirements.

9. EXHIBIT SPACE REPRESENTATIVES: Exhibit space representatives shall be restricted to Exhibitor's Employees and their agents. No exhibit space representative shall wear badge identification furnished by Event Management at all times. Event Management may limit the number of exhibit space representatives at any time. All exhibit spaces must be staffed by the Exhibitor during all open events.

10. ELECTRICAL SAFETY: All wiring on displays or display fixtures must conform to the applicable standards established by City, local or various Governmental Agencies and standard fire inspection ordinances. All display wiring must exhibit the seal and/or such licenses.

11. SAFETY AND FIRE LAWS: All applicable fire and safety laws and regulations must be strictly observed by the Exhibitor. Cloth decorations must be flameproof. Wiring must comply with local Fire Department and Underwriters' Rules.

12. DECORATION: Event Management shall have full discretion and authority in the placing, arrangement and appearance of all items displayed by Exhibitor and may require the replacing, rearrangement or redecorating of any item, or any exhibit space, at the Exhibitor's expense. Exhibitor must make certain that surfaces or dividers and back walls are finished in such a manner as not to be unsightly or have logos or promotion facing Exhibitors in adjoining exhibit spaces. If such surfaces remain unfinished by the “must be time” outlined in the service manual, Event Management shall have the right to determine the eligibility and the right to replace or rearrange or redecorate displays at the Exhibitor's expense. Any displays on which set-up has not been started by the “must be set” time outlined in the exhibitor manual, Event Management reserves the right to have such displays installed at the Exhibitor's expense. Event Management will not allow any installation or moving of exhibit spaces or freight one-hour prior to the opening of the exhibit floor.

13. SOUND LEVEL: Mechanical or electrical devices which produce sound must be operated so as not to prove disturbing to restaurants and bars must receive prior written approval from Event Management.

14. OUTSIDE SALES: Exhibitors or their representatives, agents, or employees are prohibited from engaging in the performance of Event Management under the contract (of which these Rules and Regulations are a part) are substantially and materially injured by virtue of any cause or causes not reasonably within the control of Event Management, said contract and/or the exhibition (or any part thereof) may be terminated by Event Management. Event Management shall not be responsible for delays, damage, lost items or other unfavorable conditions arising by virtue of any cause or causes not reasonably within the control of Event Management.

15. LOTTERIES / CONTESTS: The operation of games of chance, or lottery devices, or the actual or simulated pursuit of games of chance is prohibited.

16. PERSONNEL AND ATTIRE: Event Management reserves the right to determine whether the character and/or attire of persons entering the Exhibition is in accordance with these rules.

17. RECEPTION: Event Management shall have sole control over admission policies at all times.

18. LOTTERIES / CONTESTS: The operation of games of chance, or lottery devices, or the actual or simulated pursuit of games of chance is prohibited.

19. ADMISSION: Admission is open to all affiliated with the industry served by the Exhibition. No persons under 18 years of age will be allowed on the exhibit hall floor during move in or move out unless otherwise specified. Event Management shall have sole control over admission policies at all times.

20. TERMINATION OF EXHIBITION: In the event that the premises in which the Exhibition is or is to be conducted shall become, in the sole discretion of Event Management, unfit for occupancy, or in the event the holding of the Exhibition or the performance of Event Management under the contract (of which these Rules and Regulations are a part) are substantially and materially injured by virtue of any cause or causes not reasonably within the control of Event Management, said contract and/or the Exhibition (or any part thereof) may be terminated by Event Management. Event Management shall not be responsible for delays, damage, lost items or other unfavorable conditions arising by virtue of any cause or causes not reasonably within the control of Event Management.

21. RECEIPT OF GOODS AND EXHIBITS: All arriving goods and exhibits will be received on allowed dates at receiving areas designated by Event Management as outlined in the exhibitor kit. All incoming goods and exhibits must be plainly marked and all charges prepaid.

22. CARE AND REMOVAL OF EXHIBITS: Event Management will maintain the cleanliness of all aisles, Exhibitor must, at their own expense, keep exhibits clean and in good order. All exhibits must remain fully intact until the Exhibition has officially ended. Disturbing or tearing down an exhibit prior to the official closing hour of the Exhibition can result in a penalty and a refusal by Event Management to accept or process exhibit space applications for subsequent exhibitions.

23. RESOLUTION OF DISPUTES: In the event of a dispute or disagreement between: Exhibitor and Official Contractor, or between Exhibitor and Labor Union or Labor Union Representative; or between two or more Exhibitors, all interpretations of the rules governing the Exhibition, actions, or decisions concerning this dispute of disagreement by Event Management intended to resolve the dispute or disagreement shall be binding on Exhibitor.

24. RECEIPT OF GOODS AND EXHIBITS: All arriving goods and exhibits will be received on allowed dates at receiving areas designated by Event Management as outlined in the exhibitor kit. All incoming goods and exhibits must be plainly marked and all charges prepaid.

25. AGREEMENT TO RULES: Exhibitor, for themselves and their employees, and representatives, agrees to abide by the foregoing rules and regulations of the Event Management.

26. DAMAGES: Losses shall bear no responsibility for damage to Exhibit's property, or lost shipments either coming in or going out, nor for moving costs. Damage to inadequately packed property is Exhibit's own responsibility.

27. AMENDMENT TO RULES: Any matters not specifically covered by the preceding rules shall be subject to the sole decision of the Event Management.

28. DEFAULT: If the Exhibitor defaults in any of its obligations under this contract or violates any of its obligations or covenants under this contract, including without limitation any Exhibition Rule or Regulation promulgated pursuant to the contract, Event Management hereby reserves the right, notice, terminate this agreement and retain all money received on account as liquidated damages. The Event Management may hereupon direct the Exhibitor forthwith to remove its Employees, Agents or Servants, and all of its articles of merchandise and other personal property from the space contracted for and from the Exhibition Hall.

29. AGREED REPRESENTATIVES: Exhibitor for themselves and their employees, and representatives, agrees to abide by the foregoing rules, rules and regulations set in the exhibitor service kit/manual, and by any amendments that may be put into effect by Event Management.

30. CONTRACT ACCEPTANCE: Deposit of your check does not constitute contract acceptance. This agreement shall not be binding until the full amount is paid.

31. FORUM SELECTION: All disputes and matters arising under, in connection with or incident to this Agreement, shall be brought in the county or state in which the Event Management office is located.

32. AMENDMENT TO RULES: Any matters not specifically covered by the preceding rules shall be subject to the sole decision of the Event Management.

33. PROMOTION: Any promotion in the event city, at but not limited to, the convention center, hotels, airports, restaurants and bars must receive prior written approval from Event Management.