

International Society of Bassists

14070 Proton Rd. Suite 100

Dallas, Texas 75244

972/233-9107 ext. 204

Fax 972/490-4219

info@ISBworldoffice.com

www.ISBworldoffice.com

February 12, 2019

Dear Bass Friends,

The International Society of Bassists invites you to be an exhibitor at its biennial convention, to be held on the campus of Indiana University in Bloomington, Indiana, June 3rd to 8th, 2019. Over 1,300 bassists and their friends and families, guest musicians and exhibitors from over 30 countries attended the 2017 convention, and we expect another excellent turnout this year.

Due to the success of previous conventions, we know that attendees consider exhibits to be one of the most important parts of our biennial get-togethers. Pipe-and-drape exhibit space for Bloomington 2019 will be in the Indiana University Musical Arts Center (MAC).

For housing information both on and off campus, see attached, online registration for on-campus housing coming shortly.

Information on becoming an ISB convention exhibitor and/or advertiser is included in this kit. Please return your completed exhibit contract to the ISB by fax, mail or email by April 15, 2019 to be included in the convention program. Secure your exhibit space - space is limited and is sure to go quickly!

We hope to see you as we return to Indiana University to help celebrate its bicentennial with another fantastic ISB convention!

Madeline Crouch

General Manager, ISB



1820-2020

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2019 ISB Convention Exhibit Information

Indiana University, Bloomington, Indiana, June 3–8, 2019

Booth: Spaces in M066 and M070 will be 10x10 pipe & drape spaces, which include an 8-foot backdrop and 3-foot sidewalls and one 8-foot or 6-foot covered table (optional), two folding chairs, and booth identification sign. **8x8 exhibits in M036 and M040** will include an 8-foot backdrop and 3-foot sidewalls, one 6' covered table (optional), two folding chairs and booth identification sign. Exhibit space is limited – there is an option to share exhibit space with another company.

M066 10x10 exhibit space

M070 10x10 exhibit space

M036 8x8 exhibit space

M040 8x8 exhibit space

Pricing:

- **Early bird \$675** per 10x10 pipe & drape space through March 10th. **After March 10th, \$775 per 10x10 space.**
- **Early bird \$375** per company for shared 10x10 space through March 10th. **After March 10th, \$425 per company.**
- **Early bird \$525** per 8x8 pipe & drape space through March 10th. **After March 10th, \$575 per 8x8 space.**
- **Early bird \$300** per company for shared 8x8 space through March 10th. **After March 10th, \$350 per company.**
- \$300 per non-profit organization table in lobby (not secured overnight)

Hours:

<i>Set up times</i>	Monday, June 3rd beginning 9 AM
<i>Exhibit hours</i>	Tuesday, June 4th - Friday, June 7th, 9 AM to 5 PM Saturday, June 8th, 9 AM until 12 PM
<i>Tear down</i>	Saturday, June 8th, beginning 12 PM

Move-in: We will provide student/volunteer assistance for move-in upon request. Exhibitors bringing their own vehicles will receive instructions on where to unload and whenever possible, a target time.

Shipping: Simon Music Library and Recital Hall
c/o ISB Convention
200 South Jordan Avenue
Bloomington, IN 47405

No pallet jacks will be available. This dock is approximately 150 feet from the entrance on the same level as the exhibit halls, so no elevators will be necessary. The ISB will provide hand trucks on loan.

Exhibitors will be responsible for making arrangements for outgoing freight, which must be picked up by Tuesday, June 11th. Additional information for outgoing shipments will be provided closer to the convention date.

Housing: A housing and meal plan form is enclosed with this information kit.

Space is limited! Please return your reservation for exhibit space by April 15th. Payment in U.S. funds must accompany your exhibitor contract. *Questions?* Call 972/233-9107 ext. 204, fax 972/490-4219, or email info@ISBworldoffice.com.

2019 EXHIBIT GUIDELINES/REGULATIONS

APPLICATION AND ASSIGNMENT OF SPACE - Applications will be made in writing on the contract form provided and must be accompanied by payment in full. Booth/space assignments shall be made on a first come, first-served basis.

CONTRACT FOR SPACE - The application for space and the formal notice of assignment by the ISB constitutes a contract for the right to use the space allotted. In the event of fire, strike or other uncontrollable circumstances rendering the building unfit or unavailable to use, the contract shall not be binding.

CONSTRUCTION OF EXHIBITS - All exhibits must be arranged so as not to obstruct the view or interfere with other exhibits.

RESTRICTIONS IN USE OF SPACE - No exhibitor shall reassign, sublet or share his or her allotted space without the knowledge and consent of the ISB exhibits manager.

CIRCULATION AND SOLICITATION - Circulars or advertising matter of any description may be distributed only within the booth assigned to the exhibitor presenting such material. No exhibitor shall obtain exhibit space anywhere outside the designated exhibit area, and no firm or organization not assigned exhibit space will be permitted to solicit business within the exhibit area.

NO SUITCASING OR OUTBOARDING - Suitcasing is the act by suppliers soliciting business in the trade show aisles or other public areas of the show or in another company's booth without having purchased exhibit space. This includes distributing literature or marketing materials of any kind on the trade show floor. Outboarding is the act of conducting meetings with conference participants off the show floor (in hotels, restaurants, parking lots and other venues) without having purchased booth space at the show or securing advance permission of convention management. Please respect the exhibitors who support the ISB convention by investing significant time and money in the planning and execution of their exhibitor week.

NOISE-MAKING EXHIBITS - Exhibits that include the operation of musical instruments or audio equipment should be conducted or arranged so that the noise resulting from demonstrations will not unnecessarily disturb adjacent exhibitors and their patrons.

INSURANCE & SECURITY - The exhibiting firm acknowledges that the ISB has no responsibility for the exhibitor's property, and the exhibitor takes full responsibility for all risks to the property that the exhibitor brings to the exhibition. However, the ISB will provide security in the exhibit area overnight, and locking rooms to secure products and instruments if exhibitors wish. The ISB strongly encourages exhibitors to lock up valuable instruments, accessories, etc. at the end of each exhibit day.

RESTRICTIONS IN OPERATION OF EXHIBITS - The ISB reserves the right to deny an exhibit application, or restrict exhibits that, because of noise, method of operation, or any reason, become objectionable, and may also prohibit or evict any exhibit which, in the opinion of the management, detracts from the general character of the exhibit as a whole. The reservation includes persons, things, conduct, printed matter, or anything of a character that the management determines is objectionable to the exhibit. In the event of such restrictions, the ISB is not liable for any exhibit expense.

If you have any questions, please contact:

Madeleine Crouch, General Manager

INTERNATIONAL SOCIETY OF BASSISTS

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2019 ISB Convention
Indiana University, Bloomington, Indiana, June 3–8, 2019

EXHIBITOR'S SPACE CONTRACT

Name of Company: _____
Address: _____
City: _____ State/Prov: _____ Zip/Postal Code: _____
Country: _____
Telephone: _____ Fax: _____ Cell: _____
E-mail: _____
Contact Person: _____

The undersigned hereby contracts for space at the 2019 ISB Convention according to published guidelines:
Signature of Applicant _____

For badges, please print the names of your exhibit staff:

- | | |
|----------|-----------|
| 1. _____ | 6. _____ |
| 2. _____ | 7. _____ |
| 3. _____ | 8. _____ |
| 4. _____ | 9. _____ |
| 5. _____ | 10. _____ |

10x10 Feet Pipe & Drape Space (M066 or M070) \$ 675 x # of spaces _____ = \$ _____
Sharing 10x10, \$375, with _____, or ISB assigns _____ = \$ _____
Indicate choice of booth number(s): 1st Choice _____ 2nd Choice _____ 3rd Choice _____
I do not wish to be located next to _____

8x8 Feet Pipe & Drape Space (M036 or M040) \$525 x # of spaces _____ = \$ _____
Sharing 8x8, \$300, with _____, or ISB assigns _____
I do not wish to be located next to _____

How many covered tables (6-foot or 8-foot) would you like with your exhibit space(s)? Qty _____ Size _____
Will your exhibit require electricity? Yes No
Will you require parking for a truck or oversize van? Yes No

Advertisement in program Size? _____ Horizontal or vertical? _____ = \$ _____
(See advertising information rate sheet enclosed with this exhibit information kit)

Yes, I want to donate to the 2019 ISB Convention “**Exhibitors Bridge Fund**” to support presenters not affiliated with a sponsoring institution and for whom travel presents a financial hardship. You will be recognized as a Bridge Fund sponsor in the program, post-convention issue of *Bass World*, and during the convention week.
 \$500 \$250 \$100 Other \$ _____ = \$ _____

TOTAL ENCLOSED (Payable in U.S. funds or by Visa/MC/AmEx) = \$ _____

Please make checks (U.S. funds) payable to the International Society of Bassists. Payment by check or credit card must accompany this contract. Space assignments made based on availability, and your choice is not guaranteed.

Check enclosed
 Credit Card# _____ Exp _____ 3 or 4-digit security code _____
Name on card (please print) _____ Signature _____

**Please return your reservation for exhibit and advertising space by March 10, 2019
to qualify for early bird rates.**

**2019 ISB Convention
Indiana University, Bloomington, IN
June 3-8, 2019**



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Program Advertising Information

The International Society of Bassists invites you to be an advertiser in the program book for its biennial convention, to be held at Indiana University's Jacobs School of Music in Bloomington, Indiana, June 3-8, 2019. Over 1,300 bassists, special guests, family members and exhibitors from over 30 countries attended the 2017 convention. Your ad will reach an important and influential audience of performers, educators, double bass enthusiasts, collaborative musicians, students and their family members and guests.

DEADLINES:

<i>RESERVATION</i>	<i>CAMERA-READY ART</i>	<i>PUBLICATION</i>
April 1st	April 15th	June 2019

BILLING INFORMATION:

- Payment is due with camera-ready art, payable by check or money order in U.S. funds to the ISB, or by MasterCard, Visa or American Express.
- Rates are non-commissionable.

PROGRAM BOOK ADS DIMENSIONS & PRICES (Color or Black & White):

SIZE (W x H)

Back Cover	\$950
Inside Front or Back Cover (7.5"x10")	\$865
Full Page (7.5"x10")	\$775
2/3 Page (7.5"x6.7" or 5"x10")	\$460
1/2 Page (3.5"x10", 7.5"x5" or 5"x7.5")	\$405
1/3Page (5"x5", 7.5"x3.3" or 2.5"x10")	\$345
1/4 Page (3.5"x5")	\$290
1/6 Page (2.5"x5" or 5"x2.5")	\$260
1/12 Page (2.5"x2.5")	\$230

ADDITIONAL INFORMATION:

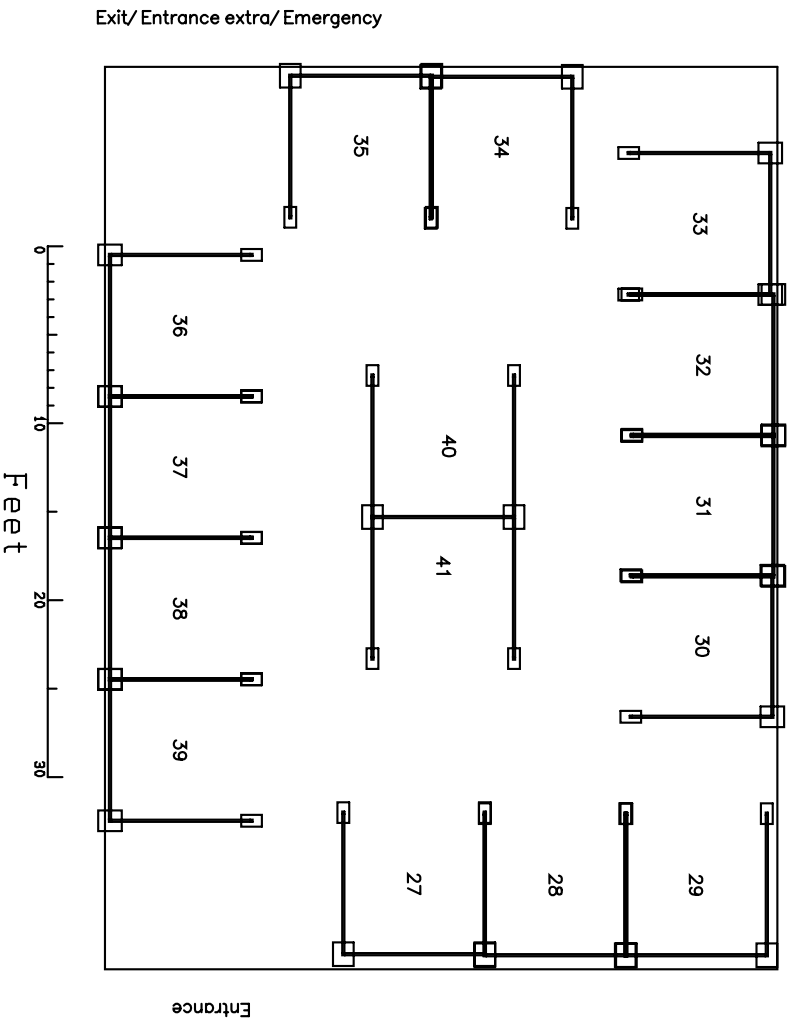
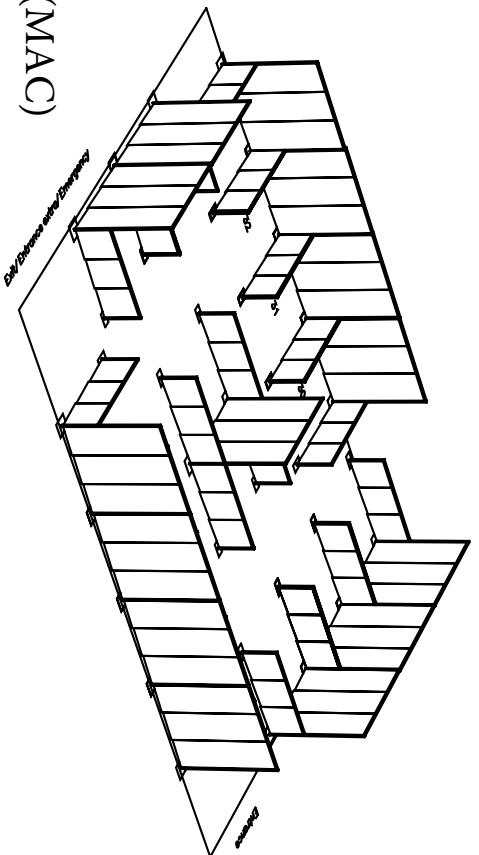
- All ads should be camera-ready.
- Please specify ad size and layout (horizontal, vertical).
- Email ads as press version PDF file (preferred), or as high-resolution JPG or PNG file.
- Advertisers will receive a copy of the convention program.

Please direct all advertising copy and inquiries to:

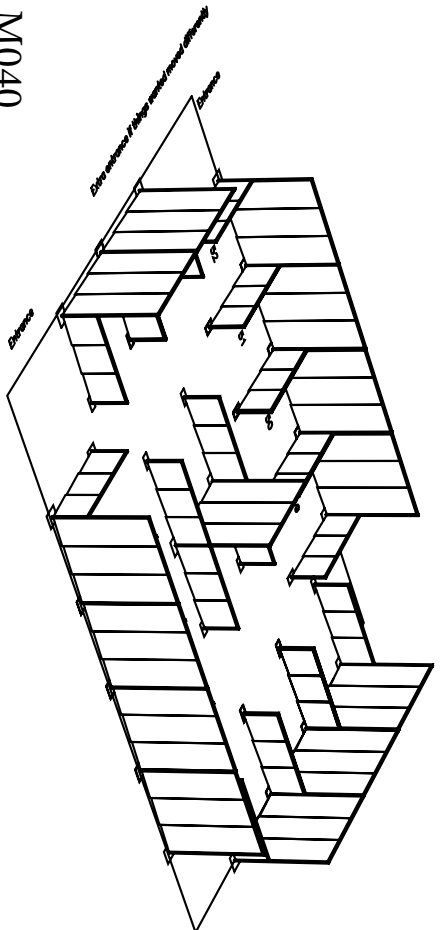
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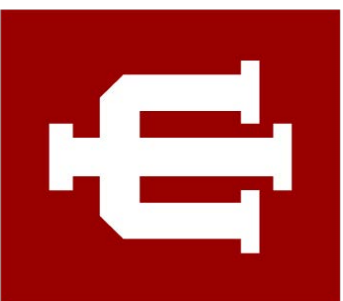
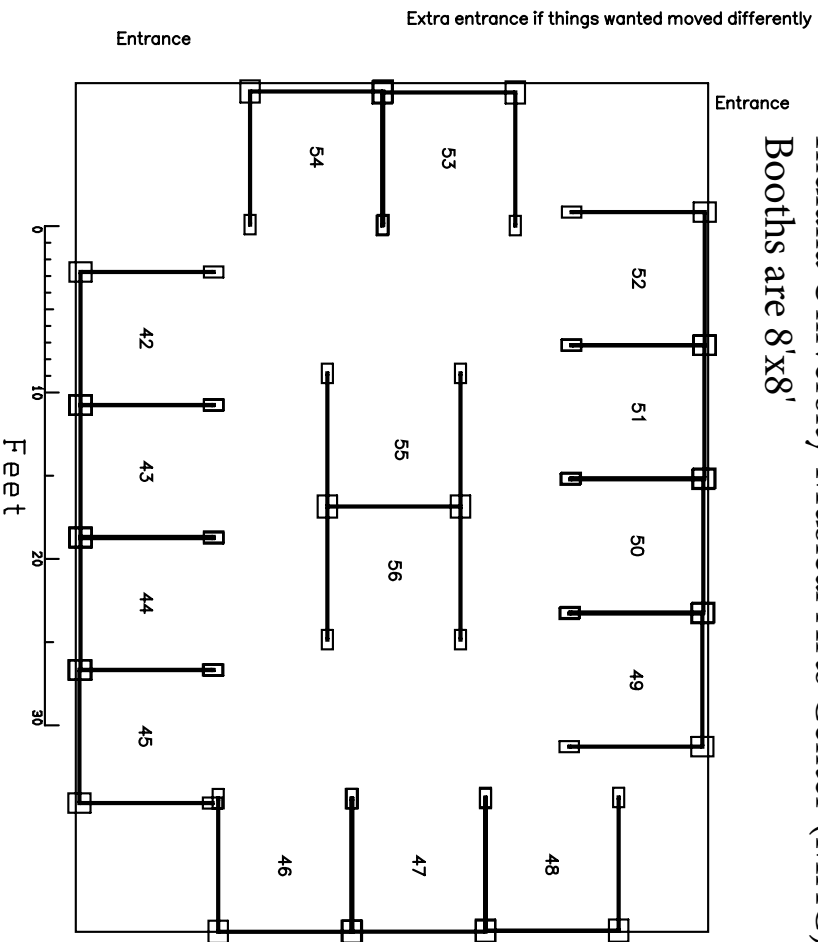
2019 ISB Convention Exhibit Hall M036
 Indiana University Musical Arts Center (MAC)
 Booths are 8'x8'



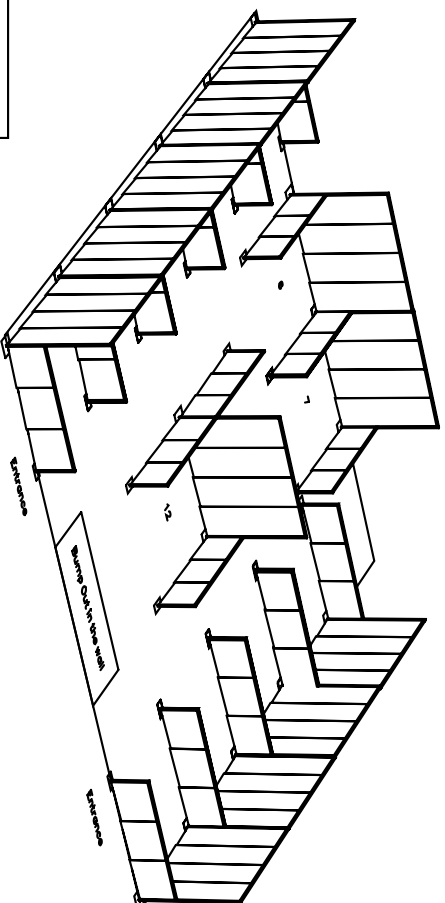
1820-2020



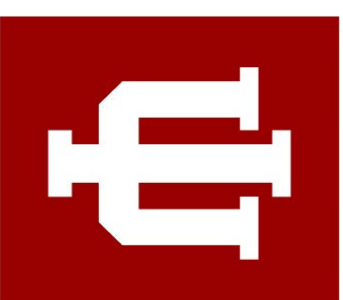
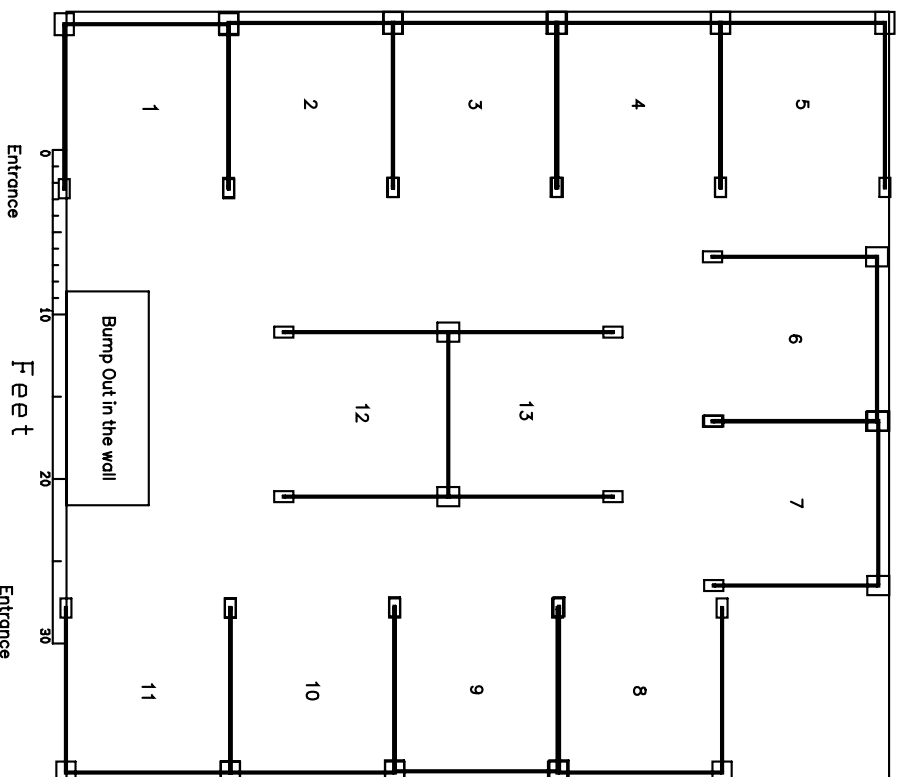
2019 ISB Convention Exhibit Hall M040
 Indiana University Musical Arts Center (MAC)
 Booths are 8'x8'



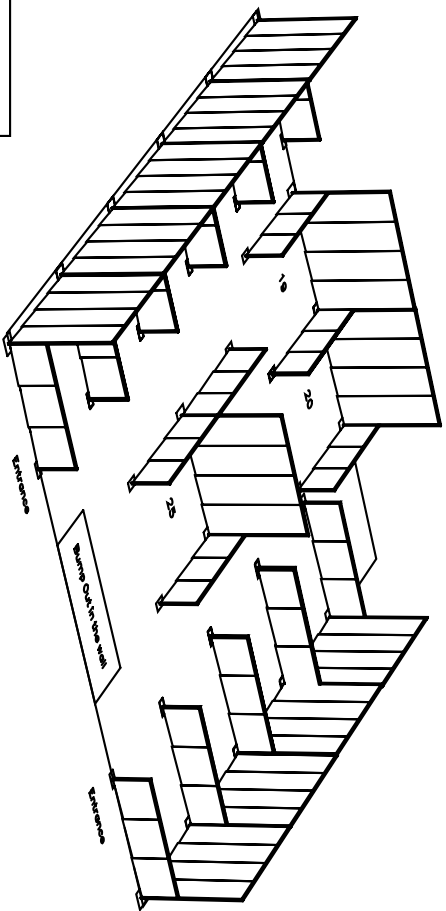
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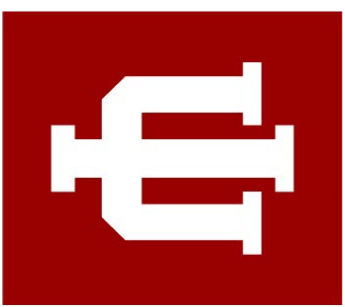
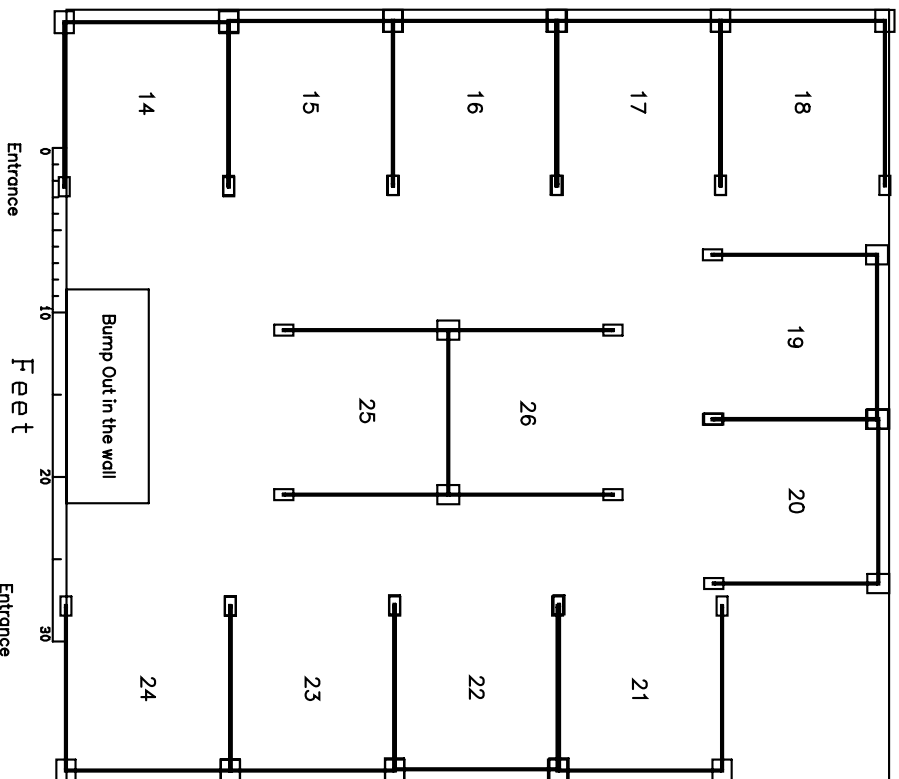
2019 ISB Convention Exhibit Hall M066
 Indiana University Musical Arts Center (MAC)
 Booths are 10'x10'



1820-2020



2019 ISB Convention Exhibit Hall M070
 Indiana University Musical Arts Center (MAC)
 Booths are 10'x10'



1820-2020