

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

Dear Bass Friends,

The International Society of Bassists invites you to be an exhibitor at its biennial convention, back in person at long last on the campus of the University of Michigan in Ann Arbor, Michigan, June 5th to 10th, 2023. Over 1,300 bassists and their friends and families, guest musicians and exhibitors from over 30 countries attended our last in-person convention in 2019, 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 Ann Arbor 2023 will be in the University of Michigan School of Music, Theatre & Dance.

Information for housing both on and off campus coming soon! Your exhibit space includes up to ten all-access registrations and badges for the 2023 ISB convention.

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, 2023 to be included in the convention program. Secure your exhibit space soon - space is limited and is sure to go quickly!

We hope to see you as we set our sights on the University of Michigan and another fantastic ISB convention!

Madeleine Crouch

General Manager, ISB



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2023 ISB Convention Exhibit Information

University of Michigan School of Music, Theatre & Dance, Ann Arbor, Michigan, USA
June 5–10, 2023

Booth: Spaces in Kevreson 1320 and 1380 in the University of Michigan School of Music, Theatre & Dance will be 10 feet wide x 8 feet deep 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.

Space is limited. Exhibitors are limited to 3 spaces. There is an option to share exhibit space with another company.

Pricing:

- **Early bird \$675** per 8-foot deep x10-foot wide pipe & drape space through April 15, 2023 or until space is sold out. **After April 15, \$775 per 10x10 space.**
- **Early bird \$375 per company** for one shared 8-foot x10-foot space through April 15, 2023 or until space is sold out. **After April 15, \$425 per company.**
- **\$300 per non-profit organization** table in lobby (not secured overnight)

Hours:

<i>Set up times</i>	Monday, June 5th beginning 9 AM
<i>Exhibit hours</i>	Tuesday, June 6th - Friday, June 9th, 9 AM to 5 PM Saturday, June 10th, 9 AM until 12 PM
<i>Tear down</i>	Saturday, June 10th, 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: Attention ISB Convention,
c/o Nicholas Walker
University of Michigan SMTD
Earl V. Moore Building
1100 Baits Drive
Ann Arbor, MI 48109 USA.

No pallet jacks will be available. The ISB will provide hand trucks on loan.

Schedule shipments to arrive on or between Monday, May 29, 2023 and Wednesday, May 31, 2023, between 9 AM and 4 PM Eastern Time US.

Exhibitors will be responsible for making arrangements for outgoing freight, which must be picked up by Tuesday, June 13th. Additional information for outgoing shipments will be provided closer to the convention date.

Housing: Information for meals and housing both on and off campus will be available soon.

Payment in U.S. funds must accompany your exhibitor/advertiser contract.

Questions? Call 972/233-9107 ext. 204, fax 972/490-4219, or email info@ISBworldoffice.com.

2023 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 neither the ISB nor the host university has 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 during the day and overnight as it is able, 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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2023 ISB Convention
University of Michigan University, Ann Arbor, MI
June 5-10, 2023



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 the University of Michigan School of Music, Theatre & Dance in Ann Arbor, Michigan, June 5-10, 2023. Over 1,300 bassists, special guests, family members and exhibitors from over 30 countries attended the last in-person convention in 2019. 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 2023

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)

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

ADDITIONAL INFORMATION:

- All ads should be camera-ready.
- Check ad size above, 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.

Name of Advertiser: _____

Address: _____

City: _____ State/Prov: _____ Zip/Postal Code: _____

Country: _____

Telephone: _____ Fax: _____

E-mail: _____

Contact Person: _____

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

Check enclosed

Credit Card# _____ Exp _____ 3 or 4-digit security code _____

Name on card (please print) _____ Signature _____

Please direct all advertising copy and inquiries to:

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2023 ISB Convention

University of Michigan School of Music, Theatre & Dance, Ann Arbor, Michigan, USA June 5–10, 2023

EXHIBITOR'S SPACE CONTRACT

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

I have read and understand the 2023 Exhibit/Guidelines. The undersigned hereby contracts for space at the 2023 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. _____

8x10 Feet Pipe & Drape Space(s) \$ 675 x _____ of space(s) = \$ _____

Sharing 8x10 space, \$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 _____

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 2023 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) = \$ _____

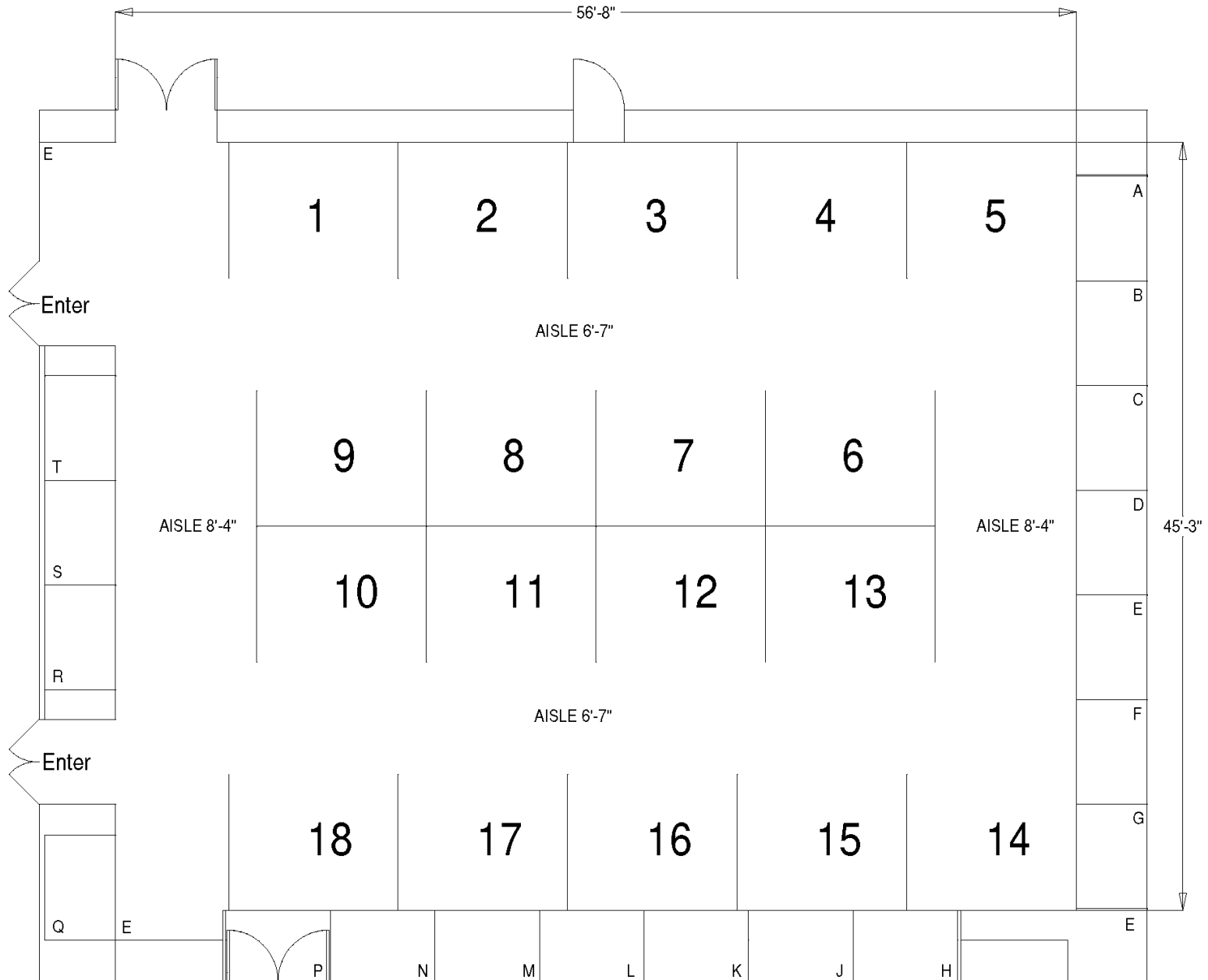
Please make checks (U.S. funds) payable to the International Society of Bassists. Payment by check or credit card must accompany this contract. Space assignments made based on availability, and your choice is not guaranteed.

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 April 15, 2023 to qualify for early bird rates.

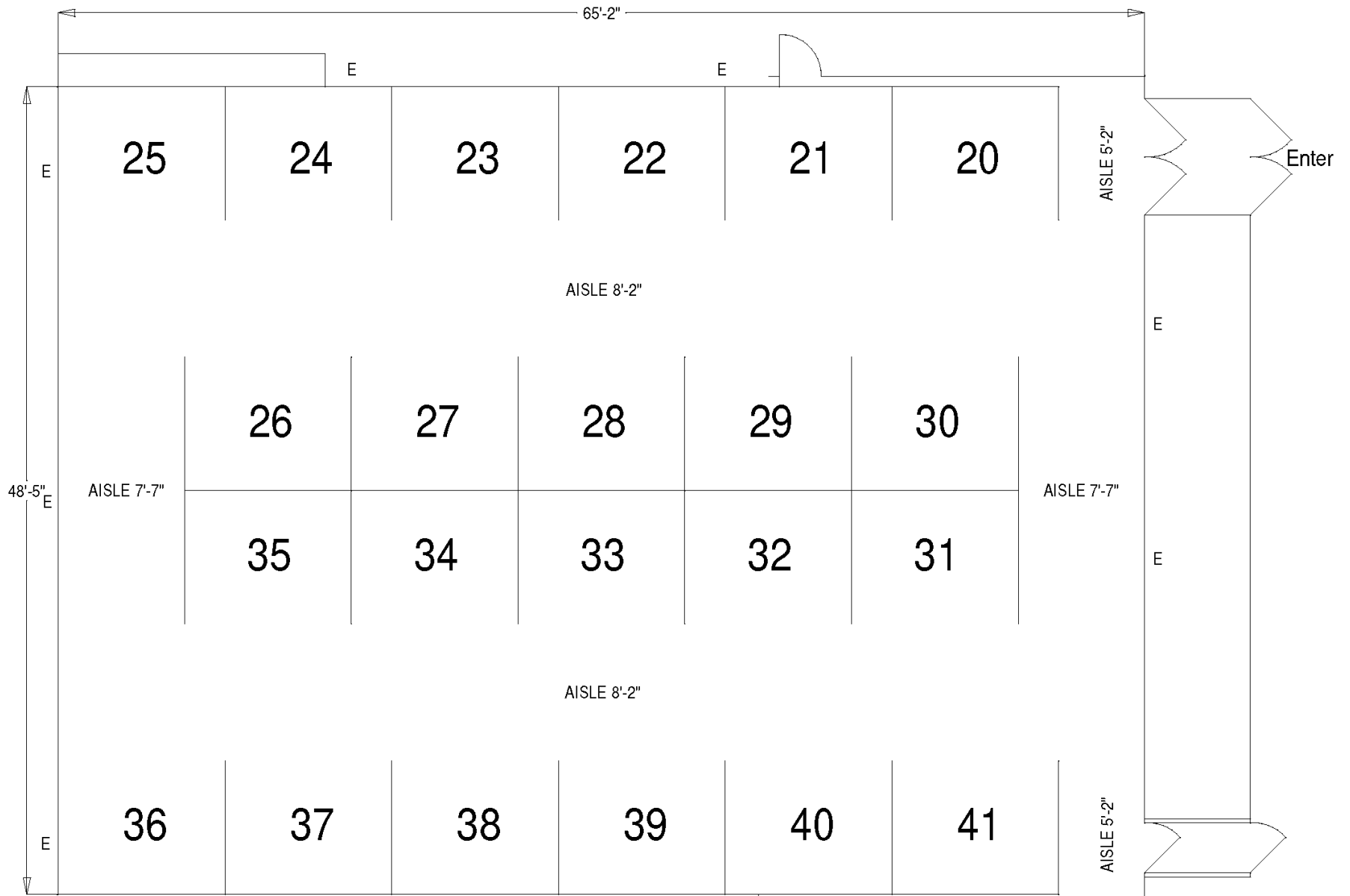


E = Electric

DBEEMAN (REV 11-18-22)

2023 ISB CONVENTION - University of Michigan SMTD
 1320 KEVRESON - (18) 8' x 10' Booths





E = Electric

DBEEMAN (REV 11-18-22)

2023 ISB CONVENTION - University of Michigan SMTD
1380 KEVRESON - (22) 8' X 10' Booths

