



Nashville, Tennessee
May 19–24, 2024

info@ipac24.org
sponsor@ipac24.org

Dear Prospective Sponsor/Exhibitor:

It is our privilege and honor to extend an invitation to promote your expertise at the 15th International Particle Accelerator Conference (IPAC24), the largest accelerator conference in the world. Next year's event will be held May 19 to 24, 2024, at the Music City Center in Nashville, Tennessee. Located in the southeastern United States, Nashville will offer temperate spring weather, a vibrant music scene, and cultural activities to welcome visitors from around the globe.

IPAC is annually hosted on a rotating basis in North America, Europe, and Asia. The conference is well-recognized as the premier academic conference on particle accelerators and related research fields. IPAC delegates expect to learn about frontier knowledge on particle accelerators and progress in corresponding research, participate in an academic atmosphere designed for the exchange of ideas, and grow their global networks of academics, researchers, and members of the industrial sector.

The Local Organizing Committee expects IPAC24 to attract more than one thousand delegates and over one hundred exhibitors. We are excited to offer an exclusive opportunity to introduce your company and its products to accelerator physicists, engineers, students, and industrial colleagues worldwide through early registration. Your competitors will likely be there, and we sincerely hope you will be too!

Since a limited number of exhibitor booths (120) and sponsor presentation events are available, we encourage you to complete your application and submit a deposit as soon as possible to guarantee your preferred choices. Priority for booth location and event sponsorship will be awarded on a first-come, first-served basis as noted by the date of receipt on the application and reservation deposit as recorded by the online portal.

Enclosed you will find general information about venue floorplans, sponsorship opportunities, booth options, delegate incentives, a plenary session that bridges the gap between industry and science, and methods of payment.

Your contribution and involvement as a sponsor and/or exhibitor are vital to the continued success of IPAC. We look forward to your participation in creating a successful conference for everyone.

See you in Nashville!

Sincerely,

John Moss
Sponsor & Exhibitor Co-Chair
mossjs@ornl.gov



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General Information

15th International Particle Accelerator Conference

Important dates

Reservation opens for sponsoring and booths	June 14, 2023, 17:00 GMT
Reservation closes for sponsoring and booths	April 30, 2024, at 23:59 EDT
Booth set-up	May 18, 2024, 09:00–17:00 EDT
Student poster session	May 19, 2024, 13:00–17:00 EDT
IPAC24 opening session	May 20, 2024, 09:00 EDT
Booth breakdown complete	May 24, 2024, 17:00 EDT

Reservation portal

Visit <https://www.ipac24.org/exhibitors-and-sponsors>

Location

Music City Center, 201 Rep. John Lewis Way S., Nashville, TN, 37203 USA

If you have questions, please contact: sponsor@ipac24.org

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Venue and Exhibition Hall

The exhibition area will be located on the third floor of Nashville's Music City Center and will include halls A1 and A2, a single-story space of 86,000 square feet. The expansive floor space coupled with the guitar-style booth layout (see Figure 3) effectively guarantees visibility for every exhibitor. In addition, traffic flow will be managed such that pedestrians must pass by the exhibition booths to access the poster area, coffee, and snacks.

Each booth will typically include an 8' (2.4 m) high draped back wall, 3' (0.9 m) high draped side rails, one 6' (1.8 m) draped table, two chairs, one wastebasket, and a 7" x 44" (0.2 x 1.1 m) single-line, company identification sign. We will provide two 120V 60 Hz 15A electrical outlets at each booth.

We will only be accepting exhibitor registrations through the online portal (www.ipac24.org). Booths will be assigned on a first-come, first-served basis as noted by the date of receipt on the application and reservation deposit as recorded by the online portal. Exhibitors are encouraged to visit the conference website for updates and assignments, which will be kept as current as possible.



Figure 1- IPAC24 venue and hotels

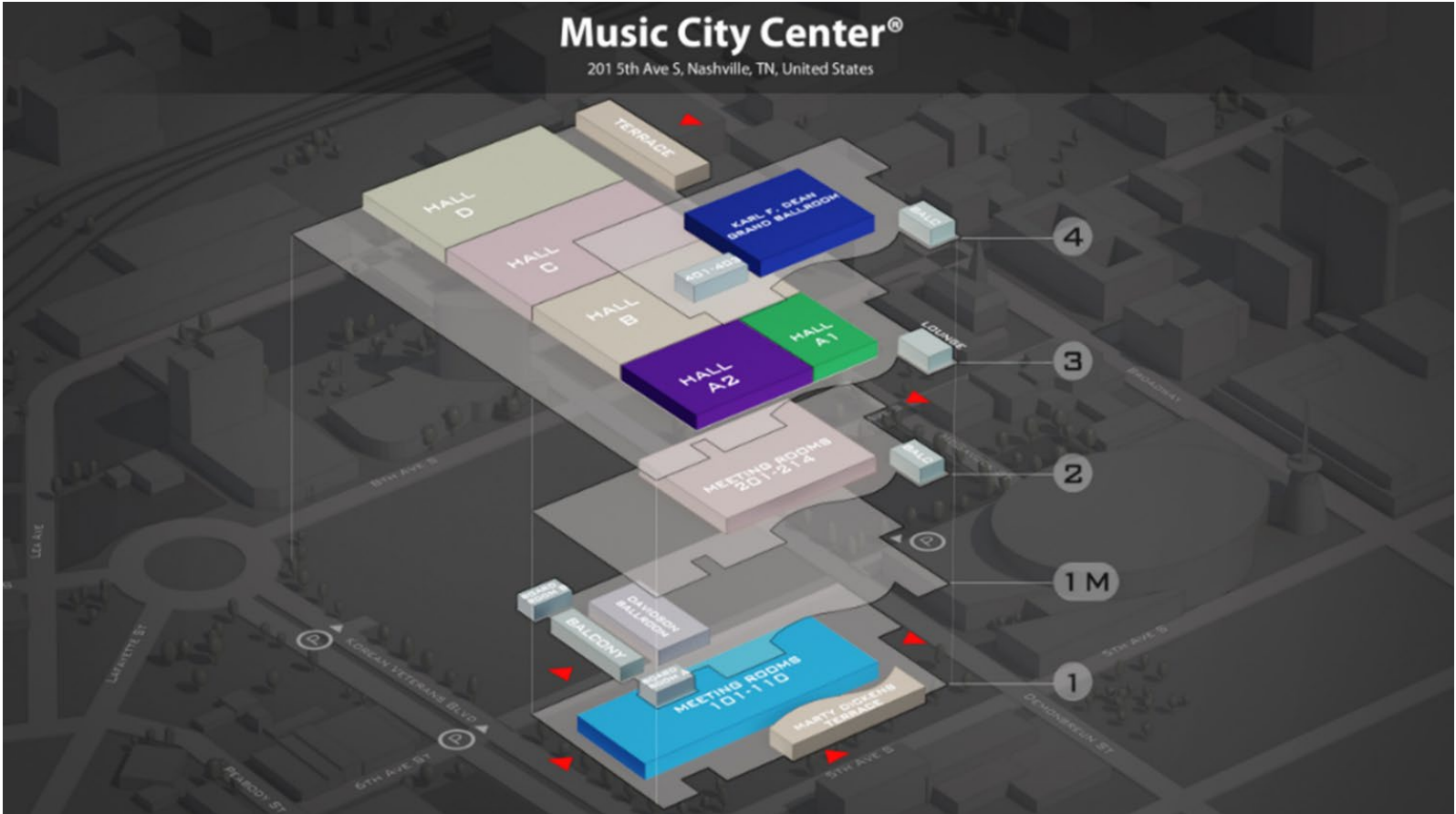


Figure 2- Exhibition, poster sessions, welcome reception, and all breaks on third floor rooms A1 and A2; oral sessions on first floor

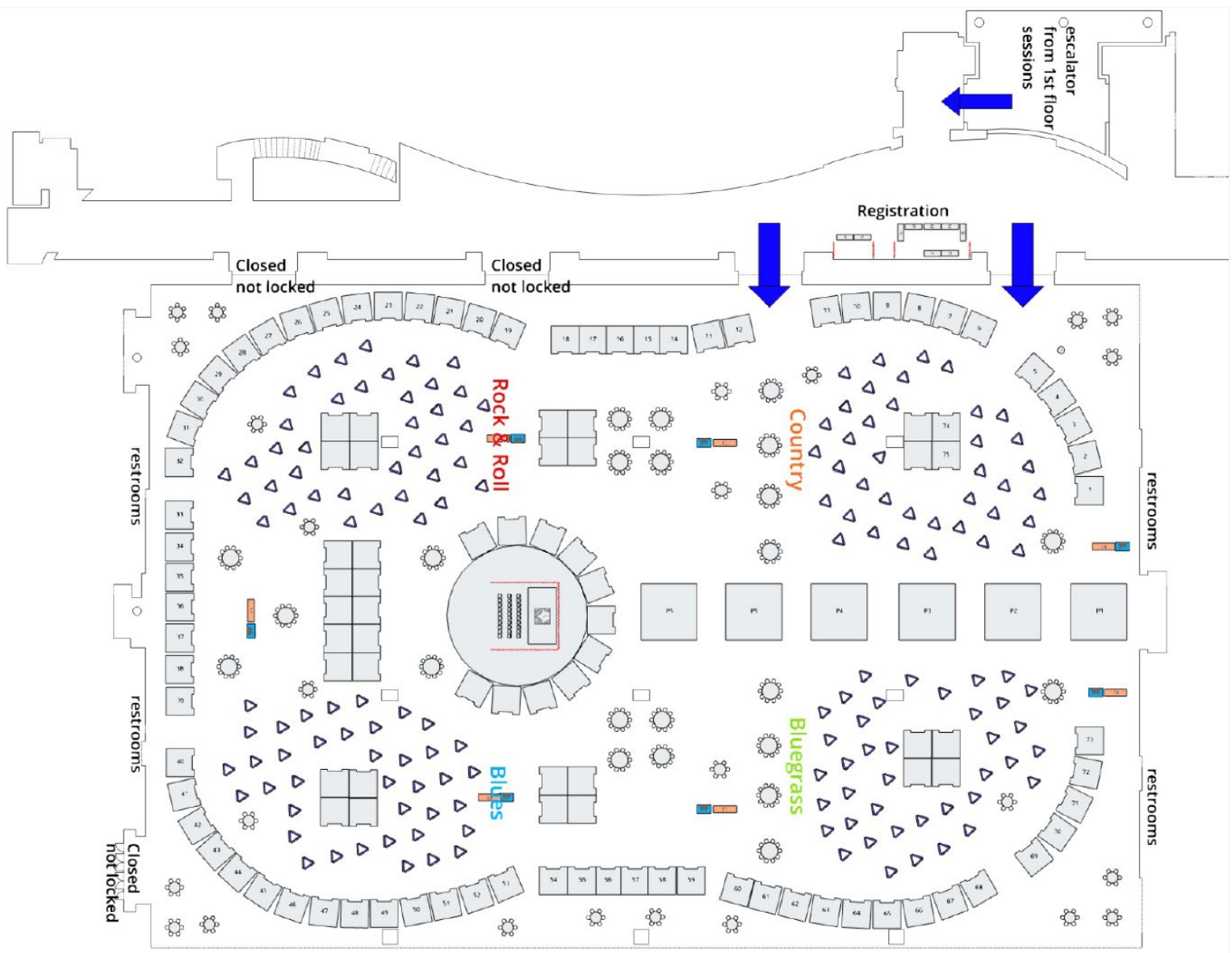


Figure 3 – Exhibition hall layout (subject to change) includes 120 booth spaces (squares), 450 poster displays (triangles), presentation pavilion (large round) table seating (squares), and standing at smaller tall tables (small rounds) distributed around the hall



Sponsorship Opportunities

Level	Price (USD)	Booth choice	Passes included	Logo	Electronic advertisement	Pavilion presentation
Platinum	\$32,000	1 pavilion or 2 doubles	8 + 2 additional banquet passes	Platinum	90 seconds	40 minutes
Gold	\$15,000	1 double	6	Gold	60 seconds	20 minutes
Silver	\$10,000	1 single	4	Silver	45 seconds	N/A
Bronze	\$8,500	1 single	3	Bronze	30 seconds	N/A

All sponsorship levels include:

- Company logo on the IPAC24 website with a hyperlink
- Daily catering, including lunches for booth staff
- Electronic advertisements played before plenary sessions and after breaks
- Smartphone app ad
- Treat tickets and passport stickers to incentivize delegate interaction

Platinum- and gold-level sponsorships include opportunities to engage delegates during breaks via presentations in the vendor presentation pavilion.

Booth Options (non-sponsorship)

Additional booth space may be purchased, as shown below.

Type	Price (USD)	Delegate passes
Single (10' x 10')	\$6,000	2
Double (20' x 10')	\$11,000	4
Pavilion (20' x 20')	\$15,000	4

All booths include:

- Company logo on the IPAC24 website with a hyperlink
- Two 120V power outlets
- One 6' table with a drape and two chairs
- Signage
- One floor carpet
- Three walls
- Trash can



Named individuals for the included or additional delegate passes should be assigned by May 15, 2024. The individuals will register through the online portal as a regular delegate with a discount code after the paid booth registration is completed.

Presentation Pavilion

A presentation pavilion (see Figure 3) will be provided to sponsors or individual companies that purchase time in 25-minute increments. The pavilion will be provided with chairs for 30 delegates and a large screen for presentations. Companies can interact directly with delegates with no limitations on the content of the presentations. The pavilion includes 30 treat tickets for distribution to presentation delegates and a pavilion passport stamp worth five credits towards the smartphone giveaway.

Allotted time	Price (USD)
25 minutes	\$2,000

Available time slots:

Monday	Tuesday	Wednesday	Thursday
9:30–9:55	9:30–9:55	9:30–9:55	9:30–9:55
10:00–10:25	10:00–10:25	10:00–10:25	10:00–10:25
10:30–10:55	10:30–10:55	10:30–10:55	10:30–10:55
<i>Invited Plenary</i>			
11:30–11:55	11:30–11:55	11:30–11:55	11:30–11:55
12:00–12:25	12:00–12:25	12:00–12:25	12:00–12:25
12:30–12:55	12:30–12:55	12:30–12:55	12:30–12:55
13:00–13:25	13:00–13:25	13:00–13:25	13:00–13:25
13:30–13:55	13:30–13:55	13:30–13:55	13:30–13:55
<i>Invited Plenary</i>			
15:00–15:25	15:00–15:25	15:00–15:25	15:00–15:25
15:30–15:55	15:30–15:55	15:30–15:55	15:30–15:55



Additional Sponsorship Opportunities

Type	Price (USD)	Description
Banquet	\$15,000	<ul style="list-style-type: none">• Includes four banquet passes• Logo on the entrance sign• Company name and logo on the menu at each table• 90-second electronic advertisement (See Electronic Advertisements this table)
Welcome reception	\$9,000	<ul style="list-style-type: none">• Logo on entrance sign and catering tables• 60-second electronic advertisement (See Electronic Advertisements this table)
Smartphone app ad	\$5,000	<ul style="list-style-type: none">• Electronic ad displayed as delegate navigates the conference app
Lunch breaks	\$5,000	<ul style="list-style-type: none">• Logo on signage, catering tables, and printed on lunch boxes• 30-second electronic advertisement played before lunch break (See Electronic Advertisements this table)
WISE reception	\$3,000	<ul style="list-style-type: none">• Logo on catering tables and signage• 15-second electronic advertisement (See Electronic Advertisements this table)
Breaks	\$2,500	<ul style="list-style-type: none">• Coffee will always be available in the sponsor area; snacks will be placed once in the morning and again during afternoon breaks• Logo on catering tables and signage for the time purchased (M–Th morning and afternoon and Friday morning only).• 15-second electronic advertisement (See Electronic Advertisements this table)
Treat Cart	\$2,500	<ul style="list-style-type: none">• Provides treats for the day (M–Th) for delegates to exchange their treat tickets
Electronic advertisements	\$500/15 sec	<ul style="list-style-type: none">• Company-provided* ad played before plenary sessions and during breaks
Conference bag logo	\$6,000	<ul style="list-style-type: none">• Company logo on conference bag
Lanyard sponsor	\$5,000	<ul style="list-style-type: none">• Lanyard for delegate identification
Single-page leaflet in the conference bag	\$1,000	<ul style="list-style-type: none">• Single leaflet, maximum size 8.5” x 11”• The company may purchase up to four
Promotional item in the conference bag	\$1,500	<ul style="list-style-type: none">• Company-provided* small promotional item in the conference bag (e.g., pens, stickers, flash drives)• Limited to 10 opportunities



Student award sponsorship	\$500	<ul style="list-style-type: none"> • Poster award winner sponsorship (two opportunities)
WiFi sponsor	\$5,000	<ul style="list-style-type: none"> • Logo displayed on video monitors throughout the venue • Acknowledgment in welcome material
Treat cart sponsor	\$2,000	<ul style="list-style-type: none"> • Limited to five opportunities (see Delegate Incentives below)
Daily smartphone giveaway sponsor	\$1,500	<ul style="list-style-type: none"> • Limited to five opportunities (see Delegate Incentives below)
Registration sponsor	\$5,000	<ul style="list-style-type: none"> • Logo displayed on video monitors around the venue • Acknowledgment on the registration tables and in the welcome material

Purchase of additional opportunities includes the company logo on the IPAC24 website with a hyperlink.

*All company-provided items are subject to approval.

Delegate Incentives

In addition to high visibility provided by the venue layout and pedestrian management, IPAC24 will provide incentives to increase delegate interaction with the sponsors.

Sticker Passport and Daily Smartphone Giveaway

Delegates will receive a passport booklet in their welcome material upon check-in at the registration desk. Sponsors will place a vendor visa sticker in delegates' booklets, indicating they visited the booth. The booth stickers count as a single credit towards the daily smartphone giveaway. To ensure continued traffic, each day will have a different-colored sticker. A delegate must receive a minimum of 15 credits, verified by staff at the registration desk, to be entered into the smartphone contest. Conference delegates will receive a special sticker worth five credits for each pavilion presentation they attend.

Sticker Type	Monday	Tuesday	Wednesday	Thursday
Booth (1 credit)	Teal	Purple	Pink	Yellow
Pavilion (5 credits)	Orange	Red	Purple	Green



Treat Tickets

In addition to the passport stickers, sponsors will receive treat tickets to distribute to booth visitors. Tickets may be exchanged for various snacks at the treat cart anytime Monday through Thursday during conference hours.

Industrial Session

IPAC24 is pleased to announce a plenary session for our industrial partners to be offered on Tuesday, May 21, 2024, from 14:00 to 16:00. Final details are still under consideration at the time of writing. Preliminarily, the session will be formatted as two halves. The tentative first-half will be dedicated to major new and ongoing projects across the Americas, Europe, and Asia, intending to provide potential business opportunities to the industrial delegates. The tentative second-half will be dedicated to the development of collaborations between science and industry with a focus on regional business methods. The intent of the second half is to provide a tutorial for our industry partners to follow to develop similar collaborations.

Payment

Check or Wire Transfer Payments

Applications require a 50% minimum deposit before a booth will be held except in cases where a wire transfer or check is the method of payment; in such cases, a minimum \$500 credit card deposit will be required to secure a booth provisionally, and the remainder of the 50% minimum deposit shall be due no later than 17:00 (EST) on December 1, 2023. Payment in full is required by 17:00 (EDT) on March 15, 2024. All applications received after March 15, 2024, must be accompanied by full payment. All cancellations must be made in writing and will be based on the following schedule of refunds:

- Before March 15, 2024—refund less \$100 processing fee
- On or after March 15, 2024—no refund

Ideas for Sponsorship

How can we better help promote your products and/or services? If you have any additional ideas for sponsorship concepts, promotions, or items we can provide to make your exhibition more effective and your conference more productive, please do not hesitate to contact us at sponsor@ipac24.org.