

AIRCRAFT ELECTRONICS ASSOCIATION



56TH ANNUAL AEA INTERNATIONAL CONVENTION & TRADE SHOW

EXHIBITOR PROSPECTUS

✦ MARCH 25-28, 2013 ✦

MGM GRAND HOTEL & CONVENTION CENTER
LAS VEGAS, NEV.

AIRCRAFT ELECTRONICS
ASSOCIATION

DATES TO REMEMBER

AIRCRAFT ELECTRONICS ASSOCIATION



◆ MARCH 25-28, 2013 ◆

◆ OCTOBER 5, 2012

FIRST PLACEMENT FOR EXHIBIT SPACE

◆ NOVEMBER 15, 2012

EXHIBIT SPACE CANCELLATION DEADLINE

◆ MARCH 5, 2013

BOOTH PERSONNEL REGISTRATION DEADLINE

DEAR PROSPECTIVE EXHIBITOR,

If you offer products or services to the general aviation industry through a dealers' network, don't miss out on reaching hundreds of current and potential dealers all in one place — the AEA International Convention & Trade Show!

Our trade show attendees continue to tell us there is no better place to show your products and/or services than at the annual AEA International Convention & Trade Show. Save time and money by networking with hundreds of qualified decision-makers face-to-face under one roof. The AEA Trade Show is the one place where you can maximize your exposure, educate the industry, establish partnerships, connect with customers and generate revenue.

Owners, managers and technicians of avionics and instrument facilities from around the globe gather with manufacturers and distributors during this trade show to look for strategic industry partners to help grow their businesses. They are searching for new and innovative technologies, creative solutions and dynamic companies to assist them in selling your products and services.

The AEA Trade Show gives you the opportunity to:

- Contact new prospects and generate leads.
- Up-sell existing customers.
- Promote your company's image and maximize its market exposure.
- Discuss the needs of your customers face-to-face.
- Launch new products or services at the dealer level.
- Network and build relationships with decision-makers and influencers.

In this new world of social media, text messaging, emailing and webinars, one thing remains constant: Our attendees still want to see, touch and talk product...face-to-face!

RESERVE YOUR SPACE TODAY!



DEBRA MCFARLAND

AEA EXECUTIVE VICE PRESIDENT



★ ATTENDEE STATISTICS

AVIONICS/INSTRUMENT SHOPS	55%
MANUFACTURERS	25%
INTERNATIONAL ATTENDEES	5%
DISTRIBUTORS	2%
ACADEMIC	2%
OTHER	11%

Other includes FAA & Government Agencies, Commuters, Associations, Press, Fleet Operators and Used Equipment Dealers.

GENERAL INFORMATION

◆ HOTEL

Make your hotel room reservations directly with the hotel. The MGM Grand Hotel & Convention Center will serve as the headquarters hotel for the AEA International Convention & Trade Show.

MGM Grand Hotel & Convention Center

Special AEA Room Rates:

\$140 Standard Room

Deadline for guaranteeing this rate: Feb. 21, 2013

Reservations: 800-929-9411

◆ SPONSORSHIPS

Sponsoring items for the annual AEA International Convention & Trade Show is always a good way to say “thank you” to your dealers and customers. If you have a sponsorship idea, please let us know. As always, the items available for sponsorship are on a first-come, first-served basis.



◆ POLICY ON ‘SUIT-CASING’

Suit-casing: Any activity designed to solicit or sell products or services to delegates attending a meeting, conference or event without the proper authorization from the event sponsor or in ways violating the rules of the event or exhibition.

While all meeting attendees are invited to the AEA Exhibit Hall, any attendee who is observed to be soliciting business in the aisles or other public spaces, in another company’s booth or in violation of any portion of the AEA Exhibitor Rules & Regulations will be asked to leave immediately. Additional penalties may be applied. Please report any violations you observe to show management.

◆ CHILDREN

Due to the business nature and congestion at the AEA Trade Show, children under the age of 15 are never permitted into the Exhibit Hall during installation or tear down. Children under the age of 15 will be permitted into the Exhibit Hall during official exhibit hours only, provided they are accompanied by an adult at all times. Children ages 15 to 18 will be permitted into the Exhibit Hall during official exhibit hours only, provided they register, pay appropriate fees and are accompanied by an adult. All children under the age of 18 are admitted with the understanding they are the sole responsibility of an accompanying adult.

PRELIMINARY SCHEDULE

◆ SUNDAY, MARCH 24

EXHIBIT SET-UP >>	9 A.M. - 6 P.M.
COMMITTEE MEETINGS >>	3 P.M. - 5 P.M.

◆ MONDAY, MARCH 25

EXHIBIT SET-UP >>	8 A.M. - 5 P.M.
8-HOUR FAST-TRAKS >>	8 A.M. - 5 P.M.
TECHNICAL TRAINING >>	1 P.M. - 5 P.M.
AEA FIRST-NIGHTER PARTY >>	6:30 P.M.

◆ TUESDAY, MARCH 26

EXHIBIT SET-UP >>	8 A.M. - 11 A.M.
OPENING/NEW PRODUCT INTROS >>	8:30 A.M. - NOON
EXHIBIT HALL CLOSED >>	11 A.M. - 12:15 P.M.
OPEN LUNCH >>	NOON - 1 P.M.
EXHIBIT HALL OPENING >>	1:15 P.M. - 6 P.M.

◆ WEDNESDAY, MARCH 27

REGULATORY PANELS >>	8 A.M. - 11 A.M.
AEA AWARDS LUNCHEON >>	11:15 A.M. - 1:15 P.M.
EXHIBIT HALL OPEN >>	1:30 P.M. - 6 P.M.

◆ THURSDAY, MARCH 28

TECHNICAL TRAINING >>	8:30 A.M. - 9:30 A.M.
EXHIBIT HALL OPEN >>	9:30 A.M. - 12:30 P.M.
EXHIBITOR DISMANTLE >>	12:30 P.M. - 10 P.M.
OPEN LUNCH >>	12:30 P.M. - 1 P.M.
TECHNICAL TRAINING >>	1 P.M. - 5 P.M.
CLOSING RECEPTION >>	5 P.M.

IMPORTANT CONTACTS

DEBRA MCFARLAND, AEA

debbiem@aea.net
816-347-8400

- ◆ Exhibit Space
- ◆ Name Badges
- ◆ Meeting Registration
- ◆ Hosted Functions

APRIL W. BUSH THE BEC GROUP

awbush@earthlink.net
985-377-8800
fax: 888-722-3067

- ◆ Booth Set-Up
- ◆ Ordering Items
- ◆ Shipping Information

LINDA ADAMS, AEA

lindaa@aea.net
816-347-8400

Advertising:

- ◆ Convention Sponsorships
- ◆ Convention Schedule of Events

LAUREN MCFARLAND, AEA

laurenm@aea.net
816-347-8400

Advertising:

- ◆ Avionics News Magazine
- ◆ Show Specials

EXHIBIT HALL

FIRST PLACEMENT FOR BOOTH SPACE TAKES PLACE OCTOBER 5!



◆ EXHIBIT SPACE PRICES

AEA Members

10' x 10' Non-Corner Booth
\$1,875 per space

10' x 10' Corner Booth
\$2,200 per space

Non-Members

10' x 10' Non-Corner Booth
\$3,500 per space

Exhibit Fee Includes:

- Space rental, pipe and drape in Exhibit Hall.
- Company identification sign in booth.
- Four "Exhibits-Only" badges.
- Listing in Schedule of Events program with up to 30 words describing your company, products or services.
- Free Internet links directly to your company's website and a company description on the AEA Convention website.
- An AEA Convention logo, including your name and booth number, to post on your website, which can link directly to the AEA Convention website.
- Security when the Exhibit Hall is closed.

**Booth space fee does not include carpet, furniture, electricity or communications needs.*



◆ 'EXHIBITS-ONLY' BADGES

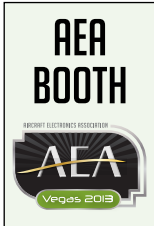
- All booth personnel must be registered to gain entrance into the Exhibit Hall.
- You are provided four "EXHIBITS-ONLY" badges free of charge for each 10' x 10' exhibit space contracted.
- Four additional badges are \$40 per person. Any badges after those are \$80 per person per day. See "Exhibitor Registration" for more information.

**Deadline to Register Booth Personnel is March 5, 2013.*



Silent Auction

147	246		347	446		547	642	647	746	747
145	244		345	444		545	644	645	744	745
143	242	243	343	442	443	543	642	643	742	743
										741
139	238	239	339	438	439	539	638	639	738	
137	236	237	337	436	437	537	636	637	736	
										735
133	232	233			433	532		633	732	733
131	230	231			431	530		631	730	731
129	228	229	329		429	528	529	629	728	729
										727
		225	325	424	425	524	525	624		725
123		223	323	422	423	522	523	622	623	723
			321	420	421	520				721
119	218		319	418				619	718	719
117	216	217	317	416			517	617	716	717
										715
113	212	213					513	612		
111	210	211	311		411		511	610	611	
107	206		307	406		507	606			709
105	204		305	404		505	604			707
103	202		303	402		503	602			705
101	200	201	301	400		501	600	601		703
										701



▲ Entrance to Exhibit Hall ▲

RULES & REGULATIONS

◆ EXHIBITION LOCATION

MGM Grand Hotel & Convention Center
3799 Las Vegas Boulevard South
Las Vegas, Nevada 89109

EXHIBITION DATES

Tuesday	March 26, 2013
Wednesday	March 27, 2013
Thursday	March 28, 2013

Exhibit Hours

Tuesday	1:15 p.m. – 6 p.m.
Wednesday	1:30 p.m. – 6:30 p.m.
Thursday	9:30 a.m. – 12:30 p.m.

Booths must be fully staffed during the official exhibit hours above. No activities, except booth preparation, are to be scheduled in the booths at any time other than official exhibit hours. The AEA reserves the right to make changes to the above schedule with advanced notice.

◆ ASSIGNMENT OF EXHIBIT SPACE

Please Read Carefully

To be eligible for the first placement on Oct. 5, 2012, your company must meet the following requirements:

1. Be a member of the AEA.
2. Participated as an exhibitor at the 2012 AEA Convention in Washington, D.C.
3. Return a completed contract with payment in full by Oct. 4, 2012.
4. Membership dues and other invoices must be paid in full.
5. Assignments will be made first to those companies contracting three or more booth spaces.

Based on the requirements above, the placement drawing is completely random with no exhibitor given priority. Contracts received after the Oct. 5, 2012, deadline will be assigned space in the order they are received.

The AEA reserves the right to assign and/or re-assign the exhibitor to exhibit space other than that requested by the exhibitor and to rearrange the layout of the exhibit hall if deemed necessary.

No exhibitor will assign, sublet or share the whole or any part of purchased exhibit space.

◆ EXHIBIT SPACE SPECIFICATIONS

All exhibit space for the AEA Trade Show is sold in 10' x 10' increments. The booth price in this agreement includes standard framing materials, a flameproof back-wall drape 8' in height and side rail drapes 3' in height, and a standard 7" x 44" identification sign bearing the exhibitor's name.

All decorations used by the exhibitor must be of nonflammable material or treated for fire protection by an approved method. Federal, state and local fire laws must be strictly observed. Wiring must comply with fire department and underwriters rules. No decoration of paper, pine boughs, leafy adornments or tree branches will be allowed. All muslin, velvets or other cloth decorations must withstand a flameproof test.

◆ CANCELLATION AND REFUND

Exhibitors may reduce or cancel space by submission of written notice to the AEA International Office no later than Nov. 15, 2012, for a full refund, less a \$200 service charge. Cancellations of contracted space received between Nov. 15, 2012, and Dec. 15, 2012, will receive a 50 percent refund. Understandably, after Dec. 15, 2012, no refunds will be made. Please plan accordingly.

◆ INSTALLATION & DISMANTLING OF EXHIBITS

Installation

Sunday, March 24	9 a.m. – 6 p.m.
Monday, March 25	8 a.m. – 5 p.m.
Tuesday, March 26	8 a.m. – 11 a.m.*

Exhibits must be completely installed and ready for display to visitors by 11 a.m. Tuesday, March 26.

** Please note: The AEA Exhibit Hall will close at 11 a.m. until 12:15 p.m. for final cleaning before the ribbon cutting at 1:15 p.m. No exhibitors will be allowed in the hall during this time. Please plan accordingly.*

Dismantling

Thursday, March 28	12:30 p.m. – 10 p.m.
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Exhibitors will not be permitted to dismantle and/or remove any part of an exhibit, equipment or material prior to 12:30 p.m. Thursday, March 28, 2013. All materials must be totally removed from the exhibit hall no later than 10 p.m. Thursday, March 28, 2013. Your booth must be cleared of all trash.

Booths may not be dismantled before 12:30 p.m. Thursday, March 28, without affecting participation in future AEA Trade Shows.

Loading and Unloading

Loading or unloading is permitted only through the designated loading dock. No loading or unloading is permitted through the front doors of the MGM Grand Hotel.

Absolutely no exceptions!

◆ SECURITY

The Aircraft Electronics Association will provide 24-hour guard service for the duration of the trade show. However, in doing so, the AEA assumes no liability for providing this service. It remains the ultimate responsibility of exhibitors to protect their property as noted under the liability section. Beyond this, the Aircraft Electronics Association and the MGM Grand, its officers, employees, directors and membership, separately or collectively, cannot accept responsibility for any damage to or for the loss or destruction of an exhibit, or for the property of an exhibitor, the exhibitor's agents or employees from fire, theft, accidents or other causes for any such loss, damage or injury being expressly waived by the exhibitor.

While every precaution will be taken, the Aircraft Electronics Association and MGM Grand do not assume any financial responsibility for damaged or stolen equipment. The ultimate and final responsibility for security and protection of persons, displays, equipment and materials shall be with the exhibitor, who should arrange for appropriate insurance protection.

Exhibitors are encouraged to secure any valuable exhibit material prior to leaving the show floor.

◆ LIMITATION OF LIABILITY

The Aircraft Electronics Association, its officers, directors, members, agents, and all organizations and individuals employed by the Association in conjunction with its 56th annual International Convention & Trade Show will not be responsible and shall be held harmless for any loss or injury resulting from accident, fire, theft or injury to exhibitors' property, their employees, guests or others during or subsequent to this convention and trade show.

The exhibitor assumes all responsibility for any and all loss, theft or damage to exhibitor's displays, equipment and other property while on MGM Grand premises, and hereby waives any claim or demand it may have against MGM Grand or its affiliates arising from such loss, theft or damage. In addition, the exhibitor agrees to defend (if requested), indemnify and hold harmless the Aircraft Electronics Association and

MGM Grand and their respective parent, subsidiary and other related or affiliated companies from and against any liabilities, obligations, claims, damages, suits, costs and expenses, including, without limitation, attorneys' fees and costs arising from or in connection with the exhibitor's occupancy and use of the exhibition premises or any part thereof or any negligent act, error or omission of the exhibitor or its employees, subcontractors or agents.

In addition, the exhibitor acknowledges the Aircraft Electronics Association, its officers, directors, agents and employees nor MGM Grand maintain insurance coverage for exhibitor property or person, nor will any of the above named be responsible for providing or arranging for such insurance. It is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance covering such losses by the exhibitor.

The rules outlined in this prospectus and the exhibit space contract, signed by both the AEA and the exhibitor representative, constitutes the complete agreement for the exhibitor's right to use the allocated space. In the event fire, flood, earthquake, strike or other circumstances beyond the control of the AEA prevent the use of the exhibitor's space inside the exhibit hall, the AEA is not liable for any resultant expenses or loss of revenue.

Upon acceptance by the AEA of the exhibitor's contract for space, the exhibitor agrees to be bound by the Rules & Regulations contained in this prospectus and subsequent exhibitor bulletins. Violations of the 2013 Rules & Regulations by the exhibitor may constitute a breach of this contract. The AEA's remedy for any breach by an exhibitor may include termination of any and all rights to the exhibit space assigned by the AEA to the exhibitor and forfeiture of all fees paid.

◆ EXHIBITION SERVICES & MANAGEMENT

The AEA, at its discretion, may make amendments or additions to the Rules & Regulations of the contract between the AEA and the exhibitor. Any amendments or additions shall be binding on the exhibitor.

The ruling of the AEA shall be final in all instances with regard to use of any exhibit space. Upon receipt of an executed contract and payment in full, Exhibit Service Information will be provided to the exhibitor. This will include information regarding shipping, utility services, furniture, rental equipment and more.

2012

EXHIBITORS

Accord Technology LLC
Aero Express Inc.
Aero-Mach Labs Inc.
Aeroflex
AeroMech Inc.
Aerosonic Corporation
Aerospace Optics Inc.
Aerotex International
Aircell
AIS Inc.
Anodyne Electronics Manufacturing Corp.
ARINC Direct
Artex / ACR Electronics Inc.
Aspen Avionics
Astronics Advanced Electronic Systems
Av-DEC
Avidyne Corporation Corp.
Avionic Instruments
Avionics Innovations Inc.
Avionics Specialist Inc.
Avionteq
Avotek
Barfield Inc.
Becker Avionics Inc.
BOSE
Cal Labs Inc.
Capital Avionics
Carlisle Interconnect Technologies
Castleberry Instruments & Avionics
Cirris Systems
Cobham
Cobra Systems Inc.
CommInnovations
Cool City Avionics
Crestwood Technology Group
CS&A Aviation Insurance
D.L.S. Electronic Systems
DAC International

Dallas Avionics
Daniels Manufacturing Corp.
Dayton-Granger Inc.
Digitran
DPI Labs Inc.
Duncan Aviation
EDMO Distributors
Elbit Systems of America
Emerging Lifesaving Technologies
EMTEQ
Excalibur Systems Inc.
Express Calibration Services
FAA Surveillance & Broadcast Services
Flight Display Systems
FreeFlight Systems
Gables Engineering Inc.
Garmin USA
Geneva Aviation Inc.
Global Jet Services Inc.
GlobalParts.aero
Goodrich - Cabin Electronic Systems
Greenwich AeroGroup
Guardian Avionics
Heads Up Technologies
Honeywell
ICG (International Communications Group)
Innovative Advantage
Innovative Solutions & Support
ITT Corporation
Jetcraft Corporation
JETTECH LLC
Jupiter Avionics
Kannad Aviation
Kelly Manufacturing
KGS Electronics
King Nutronics Corporation
L-3 Avionics Systems
Latitude Technologies Corp.
Laversab Inc.

Lexavia Integrated Systems
Lightspeed Aviation
Mid Continent Controls Inc.
Mid-Continent Instruments & Avionics
Millennium International
Nav-Aids Ltd.
NCATT
Otto Instrument Service
Pacific Southwest Instruments
Paramount Panels Inc.
PATS Aircraft
Professional Pilot Magazine
PS Engineering Inc.
RAMI
Revue Thommen AG
Rockwell Collins
Rosen Aviation
Sagem Avionics
Sandel Avionics
Sandia Aerospace
Satcom Integration
Shadin Avionics
Southeast Aerospace Inc.
Specmat Technologies
Spectrum Technologies
S-TEC Inc.
Sun Aviation Inc.
Technisonic Industries Ltd.
TGH Aviation
Thrane & Thrane
Tri-Star Technologies
Trig Avionics Ltd.
Triumph Instruments - Ft. Lauderdale
True Blue Power
TrueNorth Avionics
Ultra Electronics Flightline Systems
Universal Avionics
WxWorx Inc.



AIRCRAFT ELECTRONICS ASSOCIATION
3570 NE RALPH POWELL ROAD
LEE'S SUMMIT, MO 64064
PHONE: 816-347-8400
FAX: 816-347-8405
INFO@AEA.NET ♦ WWW.AEA.NET

CONTINUOUS CONVENTION UPDATES AT

WWW.AEA.NET/CONVENTION

AIRCRAFT ELECTRONICS ASSOCIATION

3570 NE RALPH POWELL ROAD ✦ LEE'S SUMMIT, MO 64064

PHONE: 816-347-8400 ✦ FAX: 816-347-8405

INFO@AEA.NET ✦ WWW.AEA.NET

AIRCRAFT ELECTRONICS
ASSOCIATION



EXHIBIT CONTRACT

MARCH 25-28, 2013 ♦ LAS VEGAS, NEV.

Please return all 3 copies of contract to:
AEA—Debra McFarland
3570 NE Ralph Powell Road
Lee's Summit, MO 64064
Tel: 816-347-8400 • Fax: 816-347-8405
One copy will be returned with your acknowledgement.

AIRCRAFT ELECTRONICS ASSOCIATION

56th Annual International Convention & Trade Show ♦ MGM Grand Hotel & Convention Center

Application is hereby made for exhibit space at the 56th annual Aircraft Electronics Association International Convention & Trade Show to take place from March 25-28, 2013, at the MGM Grand Hotel & Convention Center. This application and contract for exhibit space is based upon the terms set forth below and in the 2013 Exhibitor Prospectus. The signing of this document constitutes a lawful and binding contract between the undersigned, the undersigned's firm, company or corporation and the Aircraft Electronics Association. The undersigned has read and understands the 2013 Exhibit **Rules & Regulations** and agrees to abide by them and any additional regulations deemed necessary by the Aircraft Electronics Association for the good of the 2013 AEA Trade Show. Actual trade show dates: March 26-27-28.

— Photocopies Not Accepted —

EXHIBIT SPACE INFORMATION

Please reserve _____ 10' x 10' Exhibit Space(s) at:

AEA Members

- 10 x 10 Non-Corner \$1,875 per space
- 10 x 10 Corner \$2,200 per space

Move-in Dates: **March 24-25, 2013**

Non-Members

- 10 x 10 Non-Corner \$3,500 per space

Location Preference: 1st choice _____ 2nd choice _____ 3rd choice _____ 4th choice _____ 5th choice _____

Exhibitor does not wish to be located adjacent to: _____

Although the AEA's intent is to place exhibitors in their requested space, it may not always be possible due to high demand.

COMPANY INFORMATION

Company Name _____
Primary Contact Name For Exhibits _____
Address _____ City _____ State _____ Zip _____
Phone _____ Fax _____ Country _____
Contact's Email (required) _____ Mobile _____
Website _____

PUBLIC RELATIONS INFORMATION

PR Contact Name _____
PR Contact Address _____ City _____ State _____ Zip _____
Phone _____ Fax _____ Same mailing address as above
Email _____

We understand that no space will be confirmed without this signed contract and payment in full. We further understand in the event that none of the space requested is available, we may be assigned to other space comparable in location. Any breach of the 2013 Rules & Regulations constitutes a breach of this contract.

Signature _____ Date _____

PAYMENT METHOD

- Enclosed is a check in the amount of \$ _____
- Charge my credit card in the amount of \$ _____ Cardholder's name _____

Card Type: American Express MasterCard Visa Discover

_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
Credit Card Number

_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|_____|
Expiration Date

Signature (for credit card)

Once your booth space is confirmed, you will receive information on registering your exhibit booth personnel.

• **TOTAL PAYMENT MUST ACCOMPANY CONTRACT FOR SPACE** •
Make check payable to: Aircraft Electronics Association

▼ ▼ **FOR AEA USE** ▼

Exhibit Space Assigned

Authorized by **Debra McFarland**, AEA Executive Vice President, debbiem@aea.net

Date Recd.	Amount \$
Payment	Confirmation Sent:



EXHIBITION LOCATION

MGM Grand Hotel & Convention Center
3799 Las Vegas Boulevard South
Las Vegas, Nevada 89109
Phone: 800-929-9411

EXHIBITION DATES

Tuesday	March 26, 2013
Wednesday	March 27, 2013
Thursday	March 28, 2013

EXHIBIT HOURS

Tuesday	1:15 p.m. – 6 p.m.
Wednesday	1:30 p.m. – 6:30 p.m.
Thursday	9:30 a.m. – 12:30 p.m.

EXHIBIT SPACE SPECIFICATIONS

All exhibit space for the AEA Trade Show is sold in 10' x 10' increments. The booth price in this agreement includes standard framing materials, a flameproof back-wall drape 8' in height and side rail drapes 3' in height, and a standard 7" x 44" identification sign bearing the exhibitor's name.

All decorations used by the exhibitor must be of nonflammable material or treated for fire protection by an approved method. Federal, state and local fire laws must be strictly observed. Wiring must comply with fire department and underwriters rules. No decoration of paper, pine boughs, leafy adornments or tree branches will be allowed. All muslin, velvets or other cloth decorations must withstand a flameproof test.

CANCELLATION AND REFUND

Exhibitors may reduce or cancel space by submission of written notice to the AEA International Headquarters no later than **Nov. 15, 2012**, for a full refund, less a \$200 service charge. Cancellations of contracted space received between Nov. 15, 2012, and Dec. 15, 2012, will receive a 50 percent refund. Understandably, after **Dec. 15, 2012**, no refunds will be made. Please plan accordingly.

INSTALLATION AND DISMANTLING OF EXHIBITS

Installation

Sunday, March 24	9 a.m. – 6 p.m.
Monday, March 25	8 a.m. – 5 p.m.
Tuesday, March 26	8 a.m. – 11 a.m.

Exhibits must be completely installed and ready for display to visitors by 11 a.m. Tuesday, March 26.

Dismantling

Thursday, March 28, 2013 12:30 p.m. – 10 p.m.
Exhibitors will not be permitted to dismantle and/or remove any part of an exhibit, equipment or material prior to 12:30 p.m. Thursday, March 28, 2013. All materials must be totally removed from the exhibit hall no later than 10 p.m. March 28, 2013. Your booth must be cleared of all trash. Booths may not be dismantled before 12:30 p.m. March 28, 2013, without affecting participation in future AEA trade shows.

Loading and Unloading

Loading or unloading is permitted only through the designated loading dock. No loading or unloading is permitted through the front doors of the MGM Grand Hotel & Convention Center. Absolutely no exceptions!

SECURITY

The Aircraft Electronics Association will provide 24-hour guard service for the duration of the trade show. However, in doing so, the AEA assumes no liability for providing this service. It remains the ultimate responsibility of exhibitors to protect their property as noted under the liability section. Beyond this, the Aircraft Electronics Association and the MGM Grand, its officers, employees, directors and membership, separately or collectively, cannot accept responsibility for any damage to or for the loss or destruction of an exhibit, or for the property of an exhibitor, the exhibitor's agents or employees from fire, theft, accidents or other causes for any such loss, damage or injury being expressly waived by the exhibitor.

While every precaution will be taken, the Aircraft Electronics Association and MGM Grand do not assume any financial responsibility for damaged or stolen equipment. The ultimate and final responsibility for security and protection of persons, displays, equipment and materials shall be with the exhibitor, who should arrange for appropriate insurance protection.

Exhibitors are encouraged to secure any valuable exhibit material prior to leaving the show floor.

LIMITATION OF LIABILITY

The Aircraft Electronics Association, its officers, directors, members, agents, and all organizations and individuals employed by the Association in conjunction with its 56th annual International Convention & Trade Show will not be responsible and shall be held harmless for any loss or injury resulting from accident, fire, theft or injury to exhibitors' property, their employees, guests or others during or subsequent to this convention and trade show.

The exhibitor assumes all responsibility for any and all loss, theft or damage to exhibitor's displays, equipment and other property while on MGM Grand premises, and hereby waives any claim or demand it may have against MGM Grand or its affiliates arising from such loss, theft or damage. In addition, the exhibitor agrees to defend (if requested), indemnify and hold harmless the Aircraft Electronics Association and MGM Grand and their respective parent, subsidiary and other related or affiliated companies from and against any liabilities, obligations, claims, damages, suits, costs and expenses, including, without limitation, attorneys' fees and costs arising from or in connection with the exhibitor's occupancy and use of the exhibition premises or any part thereof or any negligent act, error or omission of the exhibitor or its employees, subcontractors or agents.

In addition, the exhibitor acknowledges the Aircraft Electronics Association, its officers, directors, agents and employees nor MGM Grand maintain insurance coverage for exhibitor property or person, nor will any of the above named be responsible for providing or arranging for such insurance. It is the sole responsibility of the exhibitor to obtain business interruption and property damage insurance covering such losses by the exhibitor.

The rules outlined in the 2013 Exhibitor Prospectus and the Exhibit Space Contract, signed by both the AEA and the exhibitor representative, constitutes the complete agreement for the exhibitor's right to use the allocated space. In the event fire, flood, earthquake, strike or other circumstances beyond the control of the AEA prevent the use of the exhibitor's space inside the exhibit hall, the AEA is not liable for any resultant expenses or loss of revenue.

Upon acceptance by the AEA of the exhibitor's contract for space, the exhibitor agrees to be bound by the Rules & Regulations contained in this prospectus and subsequent exhibitor bulletins. Violations of the 2013 Rules & Regulations by the exhibitor may constitute a breach of this contract.

The AEA's remedy for any breach by an exhibitor may include termination of any and all rights to the exhibit space assigned by the AEA to the exhibitor and forfeiture of all fees paid.

EXHIBITION SERVICES AND MANAGEMENT

The AEA, at its discretion, may make amendments or additions to the Rules & Regulations of the contract between the AEA and the exhibitor. Any amendments or additions shall be binding on the exhibitor.

The ruling of the AEA shall be final in all instances with regard to use of any exhibit space. Upon receipt of an executed contract and payment in full, Exhibit Service Information will be mailed to the exhibitor at the address listed on the contract. This packet includes information regarding shipping, utility services, furniture, rental equipment and more.

CO-EXHIBITORS

The AEA must give prior approval for any company/companies sharing space. All companies must be members in good standing of the AEA.

OFFICIAL EXHIBITION DECORATOR

For more information regarding exhibit installation, dismantling, services, freight, etc., contact:

The BEC Group, Robert Chance
709 Aloha Court
Abita Springs, LA 70420
Telephone: 985-871-9106
Fax: 888-722-3067
Email: rchance1@earthlink.net

EXHIBITION ORGANIZER

For more information regarding exhibit space, meetings or other general inquiries regarding the 56th annual AEA International Convention & Trade Show, please contact:

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Aircraft Electronics Association
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