



# 46<sup>th</sup> ANNUAL MEETING

## EXHIBITOR AND SPONSOR PROSPECTUS

Reach Your  
Target Audience  
at **#SSP2024**

**May 29 – May 31, 2024**

**Westin Boston Seaport District  
Boston, Massachusetts**

**FOR MORE INFORMATION, CONTACT:**

**Kristen Totaro**

*SSP, Industry Relations*

**(P)** 856-437-4719

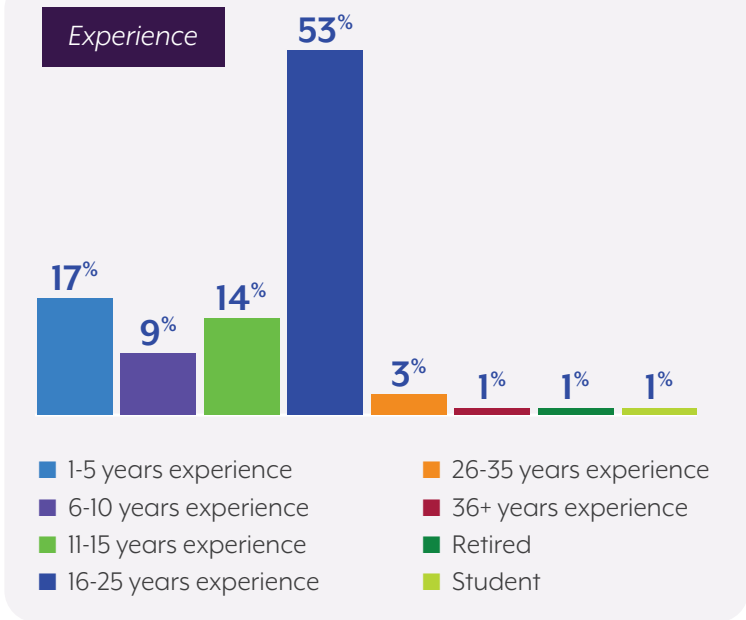
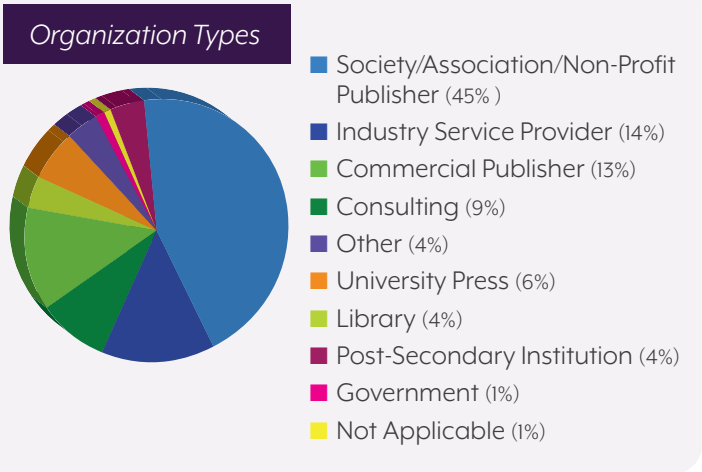
**(E)** [partnerships@sspnet.org](mailto:partnerships@sspnet.org)



**Society  
for Scholarly  
Publishing**

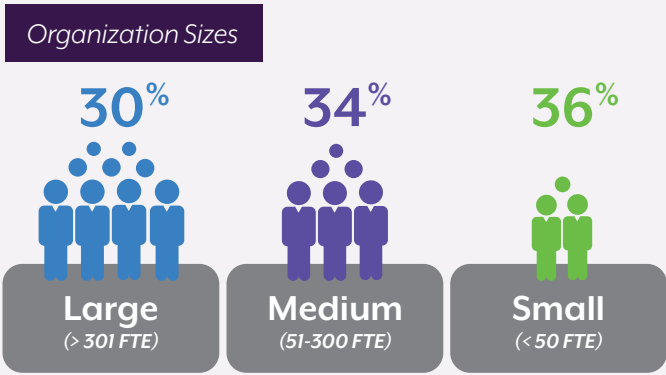
# The SSP Annual Meeting Highlights

The SSP Annual Meeting is the focal point for those engaged in scholarly communication. By bringing professionals together in an open exchange of new ideas in scholarship, skills, and technology, the meeting provides the highest standard in professional communication. The Annual Meeting offers the exhibitor the opportunity to showcase their products and services to a key market.

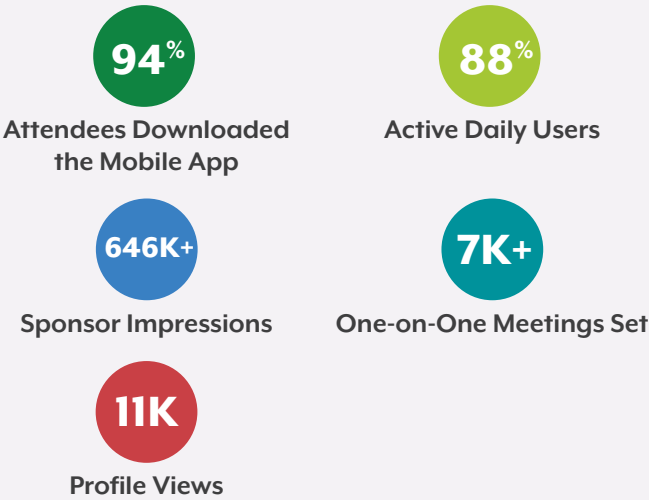


## Who You Will Meet at the SSP 2024 Annual Meeting

- ✓ 800+ Attendees
- ✓ 31% First Time Attendees
- ✓ 50 Exhibiting Companies
- ✓ 12:1 Attendee to Exhibiting Company Ratio



## Mobile App Meeting Usage Highlights



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# Exhibit at SSP

The Exhibitors Marketplace is located in The Grand Ballroom at the Westin Boston Seaport District, Boston. The Exhibitors Marketplace hosts all breaks, breakfasts, and the receptions. Each exhibit booth includes one exhibitor registration providing access to all sessions. **Additional booth representative registration fees are \$525 per person (includes access to all sessions).** Limit three additional registrations per booth.



## Sponsor or Exhibit at the SSP 45th Annual Meeting

- Share your latest products and services in an energized and focused setting.
- Network with decision makers in the scholarly and academic publishing communities.
- Elevate your brand and connect with your target audience.
- Enjoy multimedia exposure through the pocket program, SSP website, and mobile meeting app.

### Exhibit Booth includes (8'x10'):

- 8' high-back wall
- One 6' x 30" draped table
- Two chairs & one waste basket
- One 7" x 44" booth identification sign
- **Complimentary QR Code Lead Retrieval**
- One full meeting registration
- Early access to mobile app to set appointments with meeting attendees

*Additional booth representatives' registration fees are **\$525 per person**. Includes access to all sessions.*

### Exhibit space is assigned on March 1, 2024 based on Priority Points. Points are accumulated in a 5-year rolling window based on the following:

- 250 points for being a Sustaining Member of SSP for the current year
- 100 points for being a Supporting Member of SSP for the current year
- 10 points per booth per year exhibiting
- 10 points for applicants securing a booth by **August 1** for the following year's meeting (where applicable)
- 5 points for each \$100 contributed for any year-round Sponsorship or Digital Advertising initiative

### Exhibit Booth Fees:

#### EARLY BIRD RATES ON OR BEFORE JANUARY 19, 2024:

##### **Organizational Member Rate**

Tier A: \$3,197      Tier B: \$2,885

##### **Non-Organizational Member Rate**

Tier A: \$3,725      Tier B: \$3,405

#### RATES AFTER JANUARY 19, 2024:

##### **Organizational Member Rate**

Tier A: \$3,515      Tier B: \$3,195

##### **Non-Organizational Member Rate**

Tier A: \$4,035      Tier B: \$3,725

### Early Bird Deadline and Payment Information

The exhibitor early bird deadline is **January 19, 2024**. We anticipate selling out. Reserve your booth early, so your company information can be included in all the marketing materials! No applications will be accepted or processed before the early bird deadline without receipt of payment in full. All booths secured after the early bird deadline require payment in full.

Payments by check should be made payable to SSP and forwarded to:

SSP | Attn: Exhibits  
1120 Route 73, Suite 200 | Mount Laurel, NJ 08054

## Exhibit Hours

### Wednesday, May 29, 2024

- Exhibitor move in and set up ..... Noon to 5:00 pm
- Exhibitors Marketplace opens and Opening Reception ..... 5:30 to 7:00 pm

### Thursday, May 30, 2024

- Exhibitors Marketplace opens ..... 8:00 am (breakfast available)
- Refreshment breaks ..... 10:00 to 10:45 am and 1:30 to 2:30 pm

*The Exhibit Hall is open during the Awards Luncheon, but exhibitors are not required to staff their booth during the Luncheon.*

- Reception ..... 5:30 to 6:30 pm

### Friday, May 31, 2024

- Exhibitors Marketplace opens ..... 8:00 am (breakfast available)
- Refreshment breaks ..... 10:15 to 11:00 am and 2:30 to 3:15 pm
- Networking Luncheon in Exhibit Hall ..... 12:00 to 1:30 pm
- Exhibitor dismantle and move out ..... 3:15 to 5:00 pm

*This schedule is preliminary and subject to change. Changes will be emailed to all exhibitors. The Exhibitors Marketplace is open during the entirety of the meeting, however, exhibitors are not expected to staff their booths during sessions or breakfast.*



# Sponsorship Opportunities

## SSP Annual Meeting Sponsors Get All the Rewards!

- **NETWORKING OPPORTUNITIES:** As a sponsor you have numerous opportunities to engage our attendees.
- **ACCESS:** Highlight your company, products, and/or services with an exclusive sponsorship: Welcome Reception, breakfasts, lunches, refreshment breaks, and more! Create and maintain business relationships during the “social” networking aspects of the SSP Annual Meeting.
- **EXPOSURE:** Sponsor logos are placed on signage throughout the event and SSP recognizes sponsors in various channels before and during the event.

Included with Your Sponsorship Level (see pages 4-5 for more details!)	Diamond Level	Platinum Level	Gold Level	Silver Level
Complimentary FULL registrations	Two (2)	One (1)		
Dedicated email sent post-event to attendees (sponsor to provide email HTML)	X	X		
Complimentary virtual registrations			Two (2)	
Custom mobile app push notification	X			
Announcement of your sponsorship on the SSP website, in the <i>RE:member</i> eNewsletter, and on social media	X	X	X	X
Pre- and post-meeting attendee list (emails excluded)	X	X	X	X
Invitation to President’s Reception	X	X	X	X
Recognition ribbons for company/organization attendees	X	X	X	X
Company logo on onsite signage	X	X	X	X
Logo and 50-word company description on SSP website and in mobile app	X	X	X	X

## Advertising Options

### Retargeting Ad ..... \$2,800

(Travel-restricted friendly!) Take your marketing to the next level! This 15-day digital ad campaign re-targets visitors to the SSP website, resulting in a greater volume of impressions and click-throughs than traditional digital ads. Ad content in the following sizes required: 160x600, 300x250, 300x600, 728x90, 1200x627, 600x600, and 970x250. GIF, PNG, or JPG formats are all accepted. Campaign Report will be provided at the conclusion of the campaign.

### Website Banner Ads

#### 1-Month Banner Ad on Annual Meeting Website ..... \$500

Please provide your banner ad in all 3 of the following sizes for optimum viewing on all devices: 300x250, 468x60, and 728x90

#### Mobile App Push Notification ..... \$350

Limited number available.

## Beyond the Booth – Elevate Your Brand!

Exclusive marketing opportunities provide the option to customize how you want to show your support and activate your brand. Combine with your exhibit package to maximize your presence at the event!

### Diamond

#### **Conference Wi-Fi | EXCLUSIVE ..... \$8,500**

Be our official Annual Meeting Wi-fi sponsor! Your company will have a dedicated conference password, used by all the attendees who want to stay connected! Branded signage throughout the conference.

#### **Keynote/Plenary Sponsor ..... \$8,500**

##### **3 Available**

See your name in lights at one of the (3) three General Sessions alongside the stage. Company opportunity to provide two-minute welcome remarks before the session.

#### **Welcome Reception Sponsor | EXCLUSIVE ..... \$8,500**

Be a part of the premier social event at the meeting. Put your brand in the spotlight at this prestigious networking event taking place opening night in the Exhibitors Marketplace. This exclusive opportunity includes branded cocktail napkins, a specialty cocktail, and branding at each bar during the reception.

#### **Mobile Meeting App | EXCLUSIVE ..... \$8,500**

The Mobile Meeting App is the go-to for everything about the meeting including program schedule, exhibitors, sponsors, daily news and event alerts, and more. This exclusive opportunity includes a branded banner ad each time the app is accessed.

### Platinum

#### **NEW! Headshot Studio | EXCLUSIVE ..... \$7,500**

Leave a lasting impression by offering attendees a free headshot at the Annual Meeting. Attendees will be directed to your booth to pick up a ticket branded with your logo. Includes signage near the studio and an opportunity to provide an attendee giveaway along with the ticket.

#### **SSP President's Reception | EXCLUSIVE ..... \$7,000**

Join 200+ SSP movers and shakers at the Annual President's Reception for networking. Signage at the reception and logo included in the Invitation/RSVP email.

#### **NEW! Hydration Station | EXCLUSIVE ..... \$6,500**

Help attendees stay hydrated by supplying a refillable water bottle that attendees can fill at branded water stations throughout the venue and beyond! Bottles will be distributed near registration. Item fulfilled by SSP using sponsor's logo artwork. A proof will be sent for sponsor approval.

### Gold

#### **SSP Awards Luncheon | EXCLUSIVE ..... \$5,000**

Join SSP and celebrate the robust community of 250+ volunteers whose work and accomplishments are recognized at our Annual Awards Luncheon. Sponsorship includes pre-approved marketing materials seat drop to all attendees, 2-minute welcome remarks, and prominent signage during the event.

#### **Smoothie Bar | NEW! ..... \$5,000**

##### **2 Available**

Help attendees kick-start their day with a healthy breakfast option from a branded Smoothie Bar outside of the general session room each morning. Sponsorship includes: company logo on signage and an opportunity to name the smoothie drinks menu to your branding.

#### **Marketplace Snack/Dessert Break ..... \$5,000**

##### **3 Available**

Help refuel the meeting attendees over the 3-day program. Sponsor a daily snack break and receive prominent signage at the break station and branded logo napkins.

#### **Member/First-Time Attendee Breakfast**

##### **EXCLUSIVE ..... \$5,000**

Look no further to reaching our newest and first-time meeting attendees. Sponsorship includes pre-approved marketing materials seat drop to all attendees, 2-minute welcome remarks, and prominent signage during the event.

#### **Lanyards | EXCLUSIVE ..... \$5,000**

Show your meeting support and provide branded lanyards to every attendee. This exclusive opportunity is always an eye catcher. Items fulfilled by the sponsor; a proof must be approved by SSP.

#### **Conference Bags | EXCLUSIVE ..... \$4,000**

Put your message in the hands of every attendee and guarantee to be seen. Branded bags are available at registration to every attendee. Items to be fulfilled by the sponsor; a proof must be sent to SSP for approval.

Silver

**Notebook | EXCLUSIVE .....\$2,500**  
Help ensure attendees remember important takeaways from the meeting and keep your company front-of-mind long after the event with a branded notebook to be distributed at/near registration. Item to be supplied by the sponsor; proof must be sent to SSP for approval.

**Hotel Key Cards | EXCLUSIVE .....\$2,500**  
Show your meeting support to every attendee when they check into the hotel with branded hotel key cards for the Westin Boston Seaport District, Boston! Item fulfilled by SSP using sponsor's logo artwork. A proof will be sent for sponsor approval.

**Therapy Dog Sponsor | NEW!.....\$2,500**  
**4 Available**  
Attract attendees to your booth and sponsor a therapy dog! Logo on signage and dog treats to give out.

**Live Streaming Sponsor | EXCLUSIVE.....\$2,000**  
Help bridge the gap for industry professionals unable to attend in person. In addition to sponsor recognition at the meeting, sponsor will also be recognized prominently on the desktop version of the virtual platform. Also includes a complimentary virtual group registration which includes unlimited viewers in a single location or 2 individual virtual registrations.

**Fellowship/Generations Fund Sponsor .....\$2,000**  
Support the Generations Fund! Each year, SSP awards fellowships to early career professionals, those from underserved communities, and students of publishing, librarianship, and information science. The program provides annual membership to fellows, educational seminars, mentoring, and travel. Features sponsor recognition at the Annual Meeting including an invitation to and branding at the Fellowship Breakfast. Supporters receive special recognition, in perpetuity, for their generosity that will ensure long-term funding for these key programs.

**Have an Idea?**  
Custom Packages Available!

Industry Breakout Sessions

Industry Breakout Sessions are an opportunity to position your organization as a thought leader. These sessions are free to any registered attendee. SSP promotes these sessions along with other Annual Meeting programming and they are labeled as Industry Breakout Sessions. Industry Breakout Sessions are offered from **12:00 – 3:30 pm, Wednesday, May 29**. Each session is 30 minutes in length; up to 5 sessions may run concurrently and the space can accommodate 60–90 attendees. A limited number of Industry Breakout Sessions are offered on a first-come, first served, and they typically sell out! Prior to January 5, 2024 requests for Industry Breakout Sessions must be submitted through the Call for Presentations portal which opens October 16.

Standard Rate  
\$3,500

Discounted Rate Exhibitors/Sponsors  
\$3,000

**Society for Scholarly Publishing | 46th Annual Meeting | May 29 – May 31, 2024**  
**Westin Boston Seaport District, Boston, MA | Early Bird Deadline: January 19, 2024**

*Please list your company name and website as you wish them to appear in official programs and on the SSP website.*

Company Name: _____	Primary Contact: _____
Address: _____	Contact Title: _____
City, State, Zip, Country: _____	Contact Phone: _____
Website/URL: _____	Contact Email: _____

## EARLY BIRD RATES ON OR BEFORE JANUARY 19, 2024:

### Organizational Member Rate:

- ☐ Tier A: \$3,197  
☐ Tier B: \$2,885

\_\_\_\_\_ # of exhibit spaces ordered

**Please locate us near...**

1. \_\_\_\_\_  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_

## RATES AFTER JANUARY 19, 2024:

### Organizational Member Rate:

- ☐ Tier A: \$3,515  
☐ Tier B: \$3,195

### Non-Organizational Member Rate:

- ☐ Tier A: \$4,035  
☐ Tier B: \$3,725

**Do not locate us near...**

1. \_\_\_\_\_  
 2. \_\_\_\_\_  
 3. \_\_\_\_\_

## Sponsorship Opportunities

### DIAMOND SPONSOR

- ☐ Wi-Fi ..... **\$8,500**  
☐ Mobile App ..... **\$8,500**  
☐ Kenote/Plenary ..... **\$8,500**  
☐ Welcome Reception ..... **\$8,500**

### PLATINUM SPONSOR

- ☐ President's Reception ..... **\$7,000**  
☐ Headshot Studio ..... **\$7,500**  
☐ Hydration Station ..... **\$6,500**

### GOLD SPONSOR

- ☐ Snack/Dessert Break ..... **\$5,000**  
☐ Awards Luncheon ..... **\$5,000**  
☐ Smoothie Bar ..... **\$5,000**  
☐ New Member/First Time ..... **\$5,000**  
 Attendee Breakfast

- ☐ Lanyard ..... **\$5,000**  
☐ Conference Bag ..... **\$4,000**

### SILVER SPONSOR

- ☐ Notebook or Padfolio ..... **\$2,500**  
☐ Hotel Key Cards ..... **\$2,500**  
☐ Therapy Dog Sponsor ..... **\$2,500**  
☐ Live Streaming Sponsor ..... **\$2,000**  
☐ Fellowship Sponsor ..... **\$2,000**

## Fee Summary

Exhibit Booth(s):	\$ _____
Sponsorship:	\$ _____
Advertising:	\$ _____
<b>Total Enclosed:</b>	<b>\$ _____</b>
<b>Total Amount Due:</b>	<b>\$ _____</b>

## Payment Summary

**Please return completed application,  
along with full payment to:**

**MAIL: Society for Scholarly Publishing**  
 1120 Route 73, Suite 200  
 Mount Laurel, NJ 08054

**Email:** [partnerships@sspnet.org](mailto:partnerships@sspnet.org)

- ☐ Check enclosed made payable to SSP  
☐ Secure Payment Link preferred

Please charge my:

☐ Visa ☐ Master Card ☐ AMEX

Cardholder \_\_\_\_\_

Account # \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Security Code: \_\_\_\_\_

Billing Address: \_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_

**TOTAL \$** \_\_\_\_\_

## Advertising Opportunities

- ☐ **15-DAY RETARGETING AD** ..... **\$2,800**  
☐ **1-MONTH BANNER AD** ..... **\$500**  
☐ **MOBILE APP PUSH NOTIFICATION** ..... **\$350**

In signing this application, I agree to conform to the Rules, Regulations, and Code of Conduct the Society for Scholarly Publishing has established, which are hereby made part of this application through the Exhibitor, Sponsor, & Advertising Contract.

Signature \_\_\_\_\_

### PLEASE NOTE:

**Invoices and receipts will be sent from Emmy Mielcarz, [emielcarz@ahint.com](mailto:emielcarz@ahint.com)**

This exhibit contract includes one exhibitor pass for each paid booth. Badges for additional representatives may be purchased in advance or onsite at registration for \$525 per person. Meals and access to the conference are included in this price. Limit three additional reps per booth at a discounted rate.. You will be sent a link to register your exhibit representatives online after booth assignments are complete.

**APPLICATION DEADLINE:** To reserve your exhibit space and/or sponsorship, please submit application and payment no later than **February 27, 2024**. Please see point system as detailed on page 3.

## Important Deadlines:

Early-Bird Deadline.....	January 19
Final Payments .....	February 27
Exhibit Booth Assignments.....	March 1
Website and Mobile App Listings* .....	April 2

*\*Company logo/profile for sponsors, company listing/profile for exhibitors*

## Payment for Exhibit, Sponsorship and Advertising

Any company requesting to pay later than NET30 days after the receipt of invoice agrees to pay a deposit in the amount of 50% of the total fee.

Full payment must be received by **February 27, 2024**; otherwise the opportunity will be forfeited to a company on the wait list.

Sponsors and advertisers are responsible for ensuring the accuracy of all content. SSP is not responsible for grammatical, spelling, or other errors appearing in the provided content. Advertising and sponsor benefits will not be fulfilled until payment is received in full.

## Cancellation Policy

SSP must be notified in writing in the event of cancellation or space reduction. If cancellation of exhibit booth or sponsorship occurs prior to **February 27, 2024**, the exhibitor/sponsor will be refunded 50% of their total payment. After **February 27, 2024**, no refunds will be made.

In the event that hosting the SSP Annual Meeting at the Westin Boston Seaport District, Boston, MA, is not advisable per local, state, or federal guidance due to public health concerns, the meeting will be hosted virtually and exhibitors/sponsors will receive virtual conference benefits of equivalent value.

## General Sponsorship Terms

This contract, properly executed by sponsor, shall upon written acceptance and notification of sponsorship assigned by meeting management, constitute a valid and binding contract. The Society for Scholarly Publishing (SSP), reserves the exclusive and total right to control all aspects of the conduct of this event; and specifically, it reserves the right to determine the eligibility of any sponsor for

inclusion in the meeting sponsorship. Requests for sponsorship may be refused or restricted for any reason determined by SSP. SSP also reserves the right to render all interpretations and decisions, should questions arise, and to establish further regulations as may be deemed necessary to the general success and well being of the sponsorships and meetings. Meeting management's decisions and interpretations shall be accepted as final in all cases. The acceptance of this contract does not carry nor imply endorsement of the product or service by SSP.

SSP reserves the right to restrict any sponsorship because of method of operation, or any behavior that is judged objectionable; and also to prohibit or to evict that which is considered to detract from the general character of the sponsorships as a whole. This general restriction includes persons, things, conduct, printed matter, or anything deemed objectionable by SSP. In the event of such restriction, SSP is not liable for any refund or other sponsor expenses. All sponsorship packages may not be altered or changed in any way. All sponsorships are as initially agreed upon.

## Branded Items

All branded items will be paid for, produced, and delivered by the sponsor to the meeting location, unless specified otherwise. All branded items must be approved by SSP prior to production.



## Assignment of Exhibit Space

Every effort will be made to assign the exhibitor the first choice of locations or as near the first choice as possible. In the event that two or more exhibitors request the same booth location, the exhibitor with the most Priority Points accumulated will receive their preference, if their request was submitted before the early bird deadline. Priority Points are tallied for booth assignment on **March 1, 2024**. Any points accumulated after **March 1** count toward the 2025 Annual Meeting. All booth applications received after the early bird deadline are assigned on a first come, first served basis. SSP reserves the right to assign space as necessary in the best interest of the Annual Meeting.

## Set Up/Dismantle of Exhibit Space

Exhibitors have access to the marketplace **Wednesday, May 29**, from noon to 5:00 pm for set up. All exhibits must be installed by 5:00 pm for the exhibit hall opening and reception at 5:30 pm. Exhibits must be dismantled on **Friday, May 31**, 3:15 – 5:00 pm. Packing or dismantling of exhibit booths may not begin before 3:15 pm **Friday, May 31**. If an organization dismantles early it is in violation of the exhibitor rules. A loss of 10 Priority Points is incurred for each violation. All space occupied by an exhibitor must be surrendered in the same condition as originally leased at the commencement of occupation.

## Exhibit Shipping Information

Exhibitors are responsible for any handling charges associated with their packages and it is recommended to use the decorator or a trackable service. The shipping address, dates, and information are located in your exhibitor kit sent directly to you from the SSP decorator. SSP, the decorator, its employees, and agents are not responsible for the shipping of stored materials. The hotel will not accept any exhibit material shipments.

## Conflicting Event Policy – Meetings, Entertainment and Social Functions

**No entertainment, social functions, or meetings may be scheduled to conflict with the official SSP Annual Meeting program, events, or specific exhibit hours. Offsite functions must start at least one hour after official programming, events, or exhibit hours end. Exhibitors or sponsors violating this policy will not be eligible for a Tier A booth the following year and will forfeit all points accumulated for the year the violation occurred.**

Requests for use of function space at the facility must be made in writing to SSP at [partnerships@sspnet.org](mailto:partnerships@sspnet.org). Upon receipt of request for function space, SSP will put you in contact with the hotel directly. It is the responsibility of the exhibitor to finalize arrangements with the hotel.



## Code of Conduct

The Society for Scholarly Publishing (SSP) is a community-run organization that is committed to diversity, equity, inclusion, and accessibility. This includes providing a safe, welcoming, and productive environment that fosters open dialogue and the free expression of ideas, free of harassment, discrimination, and hostile conduct, at SSP meetings and events, whether held in-person or in virtual format. We have a shared responsibility for creating and maintaining that environment for the benefit of all.

SSP is committed to supporting equitable opportunities and respectful treatment for all participants in our activities, regardless of gender, sexual orientation, gender identity/expression, physical or mental ability, disability, age, physical appearance, race, ethnicity, religion, political affiliation, nationality, or any other protected characteristics. We seek to be a welcoming community in which you can consider and debate a range of relevant viewpoints in a respectful and inclusive manner.

# Exhibitor Rules & Regulations

**Eligibility for Exhibiting** The Annual Meeting is SSP's premier conference. Its purpose is to enhance the professional development of its members. Accordingly, SSP reserves the exclusive and total right to control all aspects of the conduct of the meeting and exhibits. SSP specifically reserves the right to determine the acceptability of applications for exhibit space. Applications must meet all of the following criteria:

- The products or services to be exhibited are of professional or educational interest or benefit to the registrants and are directly related to scholarly communication.
- The applicant is determined by SSP to be ethical and reputable, and the goods and services to be exhibited are reasonably believed by SSP not to be harmful, ineffective, or illegal.
- The applicant agrees to comply with SSP's rules and regulations governing exhibits.
- The application, fees, and any required documents are received prior to the established deadline.

**Care of Exhibit Space** The exhibitor must, at its own expense, maintain and keep the booth and exhibit in clean and good order in accordance with these rules and regulations and all other applicable rules and ordinances.

The show colors are indicated in the decorator kit that is sent to you at a later date. PLEASE NOTE: To maintain uniformity and to prevent obstruction of the view of adjoining booths, displays must NOT be higher than 8' in the back and 4' high along dividers and aisles. No walls, partitions, decorations or any other obstructions may be erected which in any way interfere with the view of any other exhibit. Exhibitors desiring to use materials other than standard booth equipment or any signs, decorations, or arrangements of display materials conflicting in any way with these above regulations must submit a detailed sketch or a proposed layout by email at least 60 days prior to the opening of the exhibit, and must receive written approval from the meeting manager.

**Sub-Leasing** Subleasing of the exhibit space is NOT permitted, and two or more companies may not share a single leased space.

**Utilities** Utilities (e.g., electrical, telephone, etc.) must be ordered directly from the designated vendors and are not included in the booth fee. Order forms will be provided by SSP staff.

**Security** Each exhibiting company is responsible for safeguarding its goods, materials, equipment, and exhibit booth at all times. SSP is not responsible for loss of or damage to any property.

**Fire Regulations** All doors and openings must be kept clear. Exhibit signs, fire alarms, and extinguishers must be visible at all times. Combustible decorations shall not be used. All packing containers, excelsior, wrapping paper, etc., are to be removed from the floor and must not be stored under tables or behind displays. All decorations must be able to stand a flameproof test.

**Liability and Insurance** Exhibitor hereby assumes entire responsibility and hereby agrees to protect, defend, indemnify, and save SSP, Westin Boston Seaport District, its owners, its operator, and each of their respective parent, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses, or damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by its installation, removal, maintenance, occupancy, or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of SSP, Westin Boston Seaport District, and its employees and agents.

Exhibitors shall obtain and keep in force during the term of the installation and use of the exhibit premises, policies of Comprehensive General Liability Insurance and Contractual Liability Insurance, insuring and specifically referring to the contractual liability set forth in this Exhibit Agreement, in an amount not less than \$2,000,000 combined single limit for personal injury and property damage. SSP, Westin Boston Seaport District, its owners, and its operator, shall be included in such policies as additional named insured's. In addition, exhibitor acknowledges that neither SSP, Westin Boston Seaport District, its owners, or its operator, maintain insurance covering exhibitor's property and that it is the sole responsibility of exhibitor to obtain business interruption and property damage insurance insuring any losses by exhibitor.

**Hotel Use** SSP reserves the right to control suite reservations at the hotel. No potential exhibitor is allowed access to a hotel suite for the express purpose of circumventing the SSP Exhibitors Marketplace and its attendant costs.

**Press Conferences** Press conferences by exhibitors on the exhibit floor during the exhibit hours are prohibited. All news conferences must be coordinated with the SSP meeting manager.

**Interpretation and Enforcement** These rules and regulations become a part of the contract between the exhibitor and SSP. SSP has full power of interpretation and enforcement of these rules and its decision is final. All matters in question not covered by these rules are subject to the decisions of SSP and all decisions so made shall be binding on all parties affected by them as the original regulations. Exhibitors or their representatives who fail to observe these conditions, or contract or who, in the opinion of SSP, conduct themselves unethically, may be dismissed from the exhibition without refund or other appeal.



# THANK YOU to our 2023 Sponsors!

American Geophysical Union

Deanta Global

Morressier

Aries Systems

Delta Think

Royal Society of Chemistry

Cabells

Digital Science, Inc.

Scholarly iQ, LLC

Cactus Communications

Ex Ordo

Scholastica, LLC

The Charlesworth Group

HighWire

Straive / SPI Technologies

Copyright Clearance Center

Integra Software Services /  
Elm Silverchair Street Publishing

TNQ Books & Journals

DataSeer Research

TrendMD

Data Services Ltd

KnowledgeWorks Global Ltd. /  
KGL / Sheridan

Virtusales Publishing Solutions

MDPI – Pharmaceuticals Journal

