

48th Annual Meeting and Symposium of the Antenna Measurement Techniques Association

Exhibitor Application Package

Hosted By

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Join Us at the AMTA Symposium in Austin!



Please join us as an exhibitor for the 48th Annual Symposium of the Antenna Measurement Techniques Association (AMTA) to be held Nov 1 - 6, 2026 at the Hyatt Regency in downtown Austin, TX, the Live Music Capital of the World.



About AMTA

The AMTA is a non-profit, professional organization open to individuals with an interest in antenna, radar signature, and other electromagnetic measurement technologies. AMTA's areas of interest include measurement facilities, unique or innovative measurement techniques, test instrumentation and systems, radar cross section (RCS) measurements, compact-range design and evaluation, near-field techniques and their applications, and the practical aspects of measurement problems and their solutions. Exhibitors at the AMTA Symposia showcase antenna measurement related products and services including RF/microwave components, cables, antennas, test and measurement instrumentation, and software tools. AMTA members come from a variety of backgrounds including industry, government, and educational institutions, and are from locations around the world. For further details about the AMTA organization, please visit our web site at https://www.amta.org.

The Venue

The venue for AMTA 2026 is the Hyatt Regency in downtown Austin, TX. Austin, Texas is a dynamic hub where cutting-edge industries—semiconductors, aerospace, automotive, and software—meet a vibrant cultural scene, live music, outdoor recreation, and world-class dining, making it both a strategic business destination and a top-tier tourist city.

The Symposium

Booth assignments are based on the current AMTA Exhibitor Point System, which is explained in the Exhibitor Policy and Guidelines found at https://2026.amta.org/exhibitors/.

Enclosed in this packet is general information, pricing guides, floor plans, exhibit room layouts, exhibit room dimensions, a list of sponsorship opportunities, the hotel catering menu, and a link to the electronic online application form. For your convenience, the information contained in this Exhibitor Space Application Packet, along with detailed drawings in PDF format are posted on the https://2026.amta.org website in the Exhibitors section. Please feel free to download the information from the website.

ConferenceDirect will provide full Symposium management for AMTA 2026. If you require additional details regarding exhibitor space such as door widths, loading dock specifics, available power outlets and units, ceiling heights, etc. please contact our ConferenceDirect representative, John Vanella +1.602.478.7074, email: john.vanella@conferencedirect.com.

On behalf of the AMTA Board of Directors and the entire AMTA 2026 Host Committee, I look forward to seeing you in Tucson.

Best Regards,

Joel Kellogg
AMTA 2026 Host Committee Chair

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Information

Exhibit/Symposium Location

AMTA 2026 will be located at The Hyatt Regency Austin Downtown in Austin, TX. Please refer to the Symposium Layout Section in Appendix A and B of this packet for more details.

The Hyatt Regency Austin Downtown
208 Barton Springs
Austin, TX 78704
512-477-1234

Contact Information

The following contacts are available to assist AMTA 2026 Exhibitors and Sponsors with information and answer questions:

Rhonda Rodriguez	Exhibits Coordinator	exhibits@2026.amta.org	+1.512.531.6461
John Vanella	Hotel/Logistics/Sponsors Coordinator	john.vanella@conferencedirect.com	+1.602.478.7074

Exhibit Dates and Hours

Set-up:

Saturday, October 31st from 1:00 p.m. until 6:00 p.m. for Exhibitors with 3 or more booths

Sunday, November 1st from 8:00 a.m. until 6:00 p.m. for all exhibit spaces

Exhibition:

Monday, November 2nd from 10:00 a.m. – 5:00 p.m.

Tuesday, November 3rd from 9:00 a.m. – 5:00 p.m.

(Note: Exhibits are closed during Tuesday's AMTA Business Lunch from 11:30 a.m. - 1:30 p.m.)

Wednesday, November 4th, 9:00 a.m. – 5:00 p.m.

Dismantle:

Wednesday, November 4th, from 5:00 p.m. until 6:30 p.m.

Thursday, November 5h, from 8:00 a.m. until 12:00 p.m. (Freight driver check in by 10:00 a.m.)

Exhibit Application Process, Fees, and Deadlines

The Exhibitor Application must be completed online at: https://2026.amta.org/exhibitors/ no later than **June 29, 2026**. Late requests are accepted based on the remaining available space. As in the past, priority for space selection will be based on the point system explained in the Exhibitor Policy and Guidelines section of this packet.

Exhibitors will be notified of their assigned exhibit area by **July 10, 2026** via email. At this time, Exhibitors will receive an invoice for their space rental fee balance, which is due in full by **August 3, 2026.** Space rental fees not paid in full by **August 3, 2026** will allow that space to become available to other eligible Exhibitors wishing to relocate their exhibit space.

Purchase of exhibit space includes:

- Permission to exhibit at the AMTA Symposium
- One Exhibitor Convenience Package that can be upgraded to a Full Registration (not included with tabletop registration)
- Two 3-day Exhibit Hall-only passes
- An Exhibitor description on the AMTA 2026 website with a link to the company's website
- A listing in the AMTA 2026 Final Program
- 100-word Exhibitor description and corporate logo in the Final Program and Conference Mobile App, provided to all registrants

Exhibitor Space Rental Fee will be due in (2) separate installments:

1. Paid in full (non-refundable, due **June 29, 2026**)

AMTA 2026 Space Rental Fees

	Space Description	Location
$2,800	10'D x 10'W Booth	Zilker 1 – 3 ballroom
$1,450	Additional 10'D x 10'W Booth	Zilker 1 – 3 ballroom
$1,800	Tabletop	Zilker Ballroom Foyer

Notes:

1. Refer to Exhibit Floor Plan Section for Exhibit Area Layout.
2. Exhibit space rental fee does not include freight, storage, or drayage.

Exhibit Booth Equipment

Booths will consist of the following:

- 8' high back wall drape
- 3' high side rail drape
- One (1) 7"x44" exhibitor identification sign indicating company name and booth number
- One (1) 6' skirted table per exhibitor
- One (1) wastebasket per exhibitor
- Two (2) chairs per exhibitor

Note: A services package, including electrical, furniture and other available services, will be sent to all registered exhibitors after booth assignments have been released.

Tabletop Display

AMTA 2026 will have limited tabletop displays available only if all allocated space is taken. The tabletop displays will be assigned to exhibitors based upon the AMTA Exhibitor points.

Signage cannot exceed 6 feet in length whether freestanding on the table or behind the table. The tables can support 100 pounds maximum weight. No signage may be posted to the venue walls. The height limit for items placed on the table is 4 feet maximum. Exhibitors are responsible for all items on the display table.

Loading and Unloading Area

The Exhibit Hall is in Zilker Ballroom 1-3, 1st floor of the Zilker Ballroom. All loading and unloading is on street level outside the Zilker North Lobby. Forklifts can be used to get freight to this entrance: from there, pallet jacks will be used to move pallets around to the exhibits. Pallets can be no taller than 8 ft. For truck deliveries, the address is Hyatt Regency Austin, 208 Barton Springs Rd, Austin, TX 78704, USA.

Exhibitors' Lunch

The AMTA 2026 Exhibitors' Lunch will be held on **Monday, November 2nd,** from 11:30 a.m. to 1:30 p.m. A long-standing AMTA tradition, the Exhibitors' Lunch is an opportunity for exhibitors to offer a variety of menu items in their booths, encouraging AMTA attendees to circulate among the exhibit booths. Offering hors d'oeuvres or a dessert is an excellent way of enticing hungry AMTA attendees to visit your booth and see your company's products. **Our goal is to achieve 100% Exhibitor participation.** Exhibitors are not expected to order quantities to feed all attendees, but rather whatever is within their budget. As a benefit, exhibitors who participate in the Exhibitors' Lunch will receive special recognition at this year's event in addition to points towards their 2026 space allocation; please see the "Points Worksheet" at the registration website for more information.

If you wish to participate in the Exhibitors' Lunch, please indicate on the Exhibitor Application form. A hotel catering menu and ordering instructions will be available at https://2026.amta.org/exhibitors/ in the near future. Catering items will be coordinated by ConferenceDirect to ensure a wide variety and tempting menu for the Symposium attendees.

Exhibitors' Reception

An Exhibitors' Reception will be held on **Tuesday, November 3rd**, from 5:30 p.m. to 6:30 p.m. The purpose of the reception is to thank the exhibitors for their support of AMTA and solicit feedback on how AMTA can improve the exhibitor experience at its annual Symposium. An overview of the AMTA 2026 Symposium and future AMTA events will be provided. An invitation to the reception along with the specified meeting location will be provided to each exhibitor on site at AMTA 2026.

Wednesday Open Exhibits Day

Access to the exhibits area will be complimentary on **Wednesday, November 4th**. The purpose is to increase interest in AMTA and provide exhibitors additional exposure by allowing local businesses, IEEE Section members, students, and others not registered for the AMTA 2026 Symposium the opportunity to visit the exhibition at no cost.

Exhibitor Meeting Rooms

There will be a limited number of private meeting rooms offered during AMTA 2026, available Monday through Wednesday of the AMTA Symposium week. Exhibitors may sign up for one-hour increments of time through the event registration system. Time will be assigned on a first come, first served basis. No audio-visual equipment is provided in these meeting rooms; exhibitors are welcome to bring their own AV equipment to use as needed. This meeting room is provided for exhibitors only and their customers/colleagues at no charge, compliments of the AMTA 2026 Host Committee.

Exhibitor Registration

One Exhibitor Convenience Registration Package and two 3-day exhibit hall only passes are included per exhibitor. The Exhibitor Convenience Registration Package includes AMTA Membership and a name badge that entitles the bearer to visit all AMTA exhibits and access to the daily (Monday through Thursday) breaks and daily (Monday through Thursday) breakfasts. The Exhibitor Convenience Registration Package also includes the Monday Exhibitor Lunch, Tuesday Business Lunch, Wednesday Lunch, and Thursday Lunch and Learn. The Exhibitor Convenience Package does not include the Full Registration bag or its contents, admission to AMTA technical sessions or the AMTA Wednesday Banquet. A code will be provided to all exhibitors for these complimentary registrations. Exhibitors wishing to add a Banquet ticket, or upgrade to a Full Registration (that includes access to technical sessions and a Banquet ticket) may do so during registration for an additional fee.

We encourage other exhibit staff to arrange for a full registration as only attendees with a full registration badge will be allowed entrance to the technical sessions.

Exhibit Only passes can be purchased at a nominal fee for your customers.

Exhibitor Hotel Room Reservation

The AMTA 2026 guest room rate at The Hyatt Regency Austin Downtown is **USD $289.00/night plus tax if reservations are made by October 1, 2026**. A limited number of Government per diem rate rooms are available. The AMTA rate includes complimentary high-speed internet access in the guest rooms. The exhibitor space will also have complimentary Wi-Fi internet access.

Hotel Registration Link will be announced on the website once it becomes available.

Sponsorship Information

We encourage all AMTA industry and organization participants to be AMTA sponsors. Please refer to the Sponsorship Opportunities section of this packet for more information.

Sponsorship Levels

Sponsorship opportunities are available to industry and other organizations. In general, sponsorships are available for AMTA premium items (full registration conference bags and logo-items, banquet gifts, bingo prizes), sponsored events (Student Day, Technical tour), and exclusive events (meals, breaks, receptions, social outings), or other opportunities. Priority for sponsorship is given to the Exhibitor who sponsored that event or item the previous year. Sponsorship proposals for items outside the traditional AMTA "Sponsorship Opportunity" items (such as refreshment breaks, Monday Night Outing, Welcome Reception, etc.) must be provided to the Host Committee for consideration no less than 30 days prior to the event.

The Sponsor company recognition levels and incentives included with each Sponsorship Level shall be set as follows:

SPONSORSHIP LEVELS	Platinum $12,000	Gold $8,000	Silver $4,000	Bronze $2,500	Exclusive < $2,500
Additional Full Registrations	2	1			
Additional Exhibitor Convenience Registration			1		
3 day Exhibits Only Pass				1	
Use of private meeting rooms	Included	Included	Available for rental with preferential choice of times*	Available for rental with preferential choice of times*	Available for rental with preferential choice of times*
Company logo and profile on the AMTA 2026 website, plus included in mobile app and Final Program	Included	Included	Included	Included	Included
Company marketing item distributed in all registration bags (1 item per sponsor; weight and size restrictions apply)	Included	Included			
Recognition during Opening Session, Business Meeting Lunch, and Awards Banquet	Included	Included	Included	Included	Included
Promoted live demonstration**	Included	Included	Included	Included	

*Opportunity to book in advance before they are made available to others

** A minimum of $2,500 sponsorship required for live demonstrations. The sponsor is fully responsible for any special licensing, permits, setup or rental of additional space.

These sponsorship levels are based on the total dollar amount spent on sponsored opportunities for an AMTA Symposium. This money can be paid directly to the AMTA 2026 Host as a monetary commitment, or by providing item(s). Receipts are required for all provided items to have the amount credited towards the sponsorship level. Sponsorship levels do not include any payments for Exhibit Space Rental fees. Please note that any combination of "Sponsorship Opportunities" may be applied to establish sponsorship level.

Only companies who have paid their sponsor fees in full by **October 1, 2026** will be included in the Final Program. Sponsorships received after this date will be acknowledged via the conference mobile app, onsite event signage, social media channels and event announcements.

AMTA values its Sponsors and will take every opportunity to fully recognize each Sponsor prior to the Symposium and throughout the week of the Symposium. All Sponsors will be recognized with logos shown in graduated sizes (Platinum Sponsors will be listed first with the largest size logo; Gold Sponsors next with a smaller logo, etc.).

Sponsorship Recognition

Sponsors are recognized prior to the Symposium via:

- Promotional Literature and Press Releases
- Symposium Website
- E-mail updates to attendees
- Final Program
- Conference Mobile App

During the Symposium, sponsors are recognized by:

- Announcement of sponsorships before and/or following a sponsored event
- Announcement during Awards Banquet
- Announcement during Business Lunch
- Signage (if possible) displayed at sponsored events/breaks
- Signage and/or monitors displayed in exhibit common areas and outside meeting rooms as appropriate for the sponsorship activity (signs are generally not permitted in the hotel lobby or general public areas)

AMTA Exhibitor Policy and Guidelines

Below is the AMTA Board policy for exhibitor participation in AMTA symposia. The intent of this policy is to:

- Encourage strong exhibitor support for AMTA.
- Provide the Host Committee with an exhibitor policy that is fair to all exhibitors.
- Provide the Host Committee with an escalation path to the Board to mediate issues and disputes.

Exhibit Space Management

The Host Committee is responsible for obtaining and managing the exhibit space. The exhibit space should be reserved at the time of contract negotiation with the Symposium hotel, which usually occurs at least three years prior to the Symposium. The Host Committee should ensure that there is sufficient space for all exhibitors. The exhibit space should include large areas, which can be subdivided into small booths as well as private individual rooms.

The amount of space required can be determined by space used at previous Symposiums and polling the exhibitors to see whether their space requirements will be increasing or decreasing. It is prudent for the Host Committee to allow for some increase in requirements and the possibility of one to two additional exhibitors. It is recommended to reserve all the hotel space and release back to the hotel what is not needed. Space for exhibitors should optimally be arranged with the hotel for Saturday and Sunday set-up prior to the exhibition opening on Monday.

The Host Committee will divide the total exhibit space into individual areas and will set up the space rental fees for these areas. The AMTA Board of Directors will review and approve the division of the exhibit space and the rental fee before this information is released to the exhibitors. The Host Committee shall oversee allocating the exhibit space to various exhibitors.

Exhibit Space Allocation Criteria

The exhibit space will be allocated using a point system. An exhibitor with the maximum number of points will have the highest priority in selecting their individual exhibit area. Exhibitors shall provide the Host Committee with their accumulated points using the AMTA Exhibitor Point Worksheet. The Host Committee will review the worksheet for accuracy along with an experienced AMTA Advisor. The exhibitors shall also provide a prioritized list of individual exhibit areas they would like to secure. The point information and the prioritized list shall be submitted to the Host Committee along with the Space Rental Application and Deposit. The Host Committee will use this information to allocate the exhibit space. If an exhibitor fails to provide this information to the Host Committee, the exhibitor has no priority in selecting exhibit space. The Host Committee has the right to demand supporting receipts and statements to verify the points claimed by an exhibitor, if not provided in advance as requested with submittal of the Space Rental Application and Exhibitor Point Worksheet. The Host Committee will inform the exhibitors of the allocated space at least 120 days before the Symposium or no more than 30 days after the exhibit fee is received (for late registrations only).

If two or more exhibitors wish to share the same exhibit space, the priority will be established using the points of the exhibitor with the most points. Points will not be combined.

Sponsorship Allocation Criteria

An exhibitor who sponsored an AMTA approved event at the previous Symposium is given first right of refusal for the same event at the upcoming Symposium. The same holds true for an AMTA approved giveaway. An exhibitor is encouraged to present an idea to the Host Committee for approval of an AMTA event or giveaway as soon as possible. The Host Committee will then ask for approval by the AMTA Board of Directors.

Exhibit Fees

The total Exhibit Space Rental Fee is charged in two installments: a 50% initial deposit and final payment. Donations will not be accepted in lieu of the Space Rental Fee. All fees are stated in US dollars and must be paid with US funds. Payment information is included in the online Exhibitor Application at https://2026.amta.org/exhibitors/.

The non-refundable deposit will be charged to each exhibitor responsible for exhibiting at the AMTA Symposium regardless of if the exhibitor is sharing an exhibit with other exhibitor(s).

Each exhibitor requesting exhibit space will be charged a Space Rental fee. This fee will depend on the amount of space rented by the exhibitor. The Host Committee determines the Exhibit Space Rental fee. The AMTA Board of Directors will review the proposed space rental fees before they are released to the exhibitors. Exhibitors who do not submit their fees by the due dates forfeit their position on the “priority list” and will be accommodated on a first-come, first-served basis. Late applications will be accommodated only on a best effort basis.

Only those organizations that have submitted an Exhibitor Application and paid the initial deposit by the stated deadline will be listed in the Symposium Preliminary and Final Programs. The name of the company listed in these programs must match the company signatory on the exhibitor contract. An exhibitor will not be listed in the Final Program unless all exhibit fees are paid in full by the stated deadline.

Exhibitor Fees Due Dates

The deposit is payable and due to the Host Committee 125 calendar days prior to the start date of the Symposium to guarantee exhibit space for the exhibitor. Final payments are due 90 calendar days in advance of the Symposium start date. Exhibitors who do not submit their fees by the due dates forfeit their position on the "priority list" and will be accommodated on a first-come first-served basis. Late entries will be accommodated on a best effort basis.

Exhibitor Cancellation Policy

Exhibitors who wish to cancel their participation at the AMTA Symposium must notify the Host Committee in writing. Upon cancellation, any assigned exhibit space can be re-assigned by the Host Committee.

Please note the INITIAL 50% DEPOSIT IS NONREFUNDABLE regardless of the date the intent to cancel in writing is received by the Host Committee.

If an exhibitor cancels 120 days prior to the event, a 70% refund of the final payment only shall be provided. If an exhibitor cancels on or between 120 days and 60 days prior to the event, a refund of 50% of the final payment only shall be provided. If an exhibitor cancels 59 days or less prior to the event, no refund shall be provided.

A cancellation fee of 10% of the Grand Total will apply on any credit card charges. This is in addition to the fees described in the cancellation policy noted above.

Substitutions are permitted.

In the event the annual Symposium is cancelled by AMTA due to events beyond its control, exhibitors will be notified in writing. AMTA's maximum liability in this case is limited to a full refund of the Space Rental Fee received by AMTA.

Sponsorship Cancellation Policy

Exhibitors who wish to cancel their sponsorship at the AMTA Symposium must notify the Host Committee in writing. Upon cancellation, any sponsorship opportunity can be re-assigned by the Host Committee. A cancellation fee of 10% of the Grand Total of sponsorship fees will apply if cancelled 30 days prior to the Symposium. No refunds of sponsorship fees collected will be issued if cancelled less than 30 days prior to the event. This is in addition to the fees described in the Exhibitor Cancellation Policy of the Exhibit Policy and Guidelines.

Force Majeure

The parties' performance under this agreement is subject to acts of God, war, government regulation, terrorism, disaster, strikes, civil disorder, curtailment of transportation facilities, any situation beyond the parties' control that prevents or similar emergency beyond the parties' control which makes it impossible, illegal, or impracticable to hold or host the Symposium, prevents 50 percent of attendees from being able to attend the Symposium, or which otherwise materially affects a party's ability to perform its obligations under this Agreement.

In the event of a force majeure incident, the group may invoke the force majeure clause and terminate the contract without liability up to ninety (90) days prior to the meeting dates in order to have adequate time to relocate the Symposium, postpone the Symposium to a later date or cancel, if necessary.

Catering and Special Arrangements

For all exhibitor organized functions held at the Symposium venue, exhibitors are responsible for making their own catering arrangements directly with the hotel. Upon request, the Host Committee will provide the hotel Symposium services contact name and phone number to the exhibitors to facilitate these communications. Any special services such as telephones/speakerphones, internet services, and additional power must be arranged directly with the hotel. Power will need to be arranged directly with the hotel in advance. NOTE: Exhibitors are responsible for paying all telephone and power charges directly to the hotel.

AMTA Business Meeting

Exhibitors will close their exhibits during the AMTA Business Meeting on **Tuesday, November 3rd** between 11:30 am to 1:30 pm to encourage maximum attendance from the membership. Exhibitors are reminded that only members in good standing can vote during the Business Meeting. Membership fees can be paid during advance registration or at the registration desk during the Symposium. Exhibitor representatives are requested to register as full attendees to the AMTA Symposium. In situations where an exhibitor representative decides to become a member of the AMTA without registering as a full attendee, he/she may buy a meal ticket in advance to attend the Business Meeting.

Exhibitor Convenience Registration Package

The Exhibitor Convenience Registration Package includes AMTA Membership and a name badge that entitles the bearer to visit all AMTA exhibits and access to the daily (Monday through Thursday) breaks and daily (Monday through Thursday) breakfasts. The Exhibitor Convenience

Registration Package also includes AMTA membership, Monday Exhibitor Lunch, Tuesday Business Lunch, Wednesday Lunch and Thursday Lunch and Learn. The Exhibitor Convenience Package does not include the Full Registration bag or its contents, admission to AMTA technical sessions, or the AMTA Wednesday banquet.

Exhibitor Displays and Materials

General Public Access: It is not the intent of this policy to restrict in any way what an exhibitor may display, or materials an exhibitor chooses to hand out at an AMTA Symposium. However, it is the sole responsibility of each exhibitor, not AMTA, to ensure that any hardware, software, material or the like, or even discussions in open areas, are available to the general public. To that extent, all required clearances to display/hand-out any aforementioned items must be secured by the exhibitor.

Disclaimer of AMTA Export Control Responsibility: Each exhibitor is responsible for ensuring the contents of their exhibit abide by the policies established by US Export Regulations. All products displayed at the AMTA Symposium must be available for viewing by ALL AMTA attendees, regardless of their country of origin, nationality, or citizenship.

AMTA does not review, verify, or warrant the export control status of any materials, technical papers, technical data, presentations, software, or information provided by its members, authors, speakers, exhibitors or other third parties. The responsibility for determining whether Provided Materials are export-controlled, obtaining necessary licenses or authorizations, and ensuring compliance with all applicable export laws and regulations rests solely and exclusively with the individual or entity providing, accessing, or using such materials.

AMTA expressly disclaims any and all liability, damages, or responsibility for any violations of export control laws or regulations resulting from the dissemination, access, or use of Provided Materials within its forums, publications, events, or databases.

Arrangements of Exhibits:

- Exhibits shall be so arranged as not to obstruct the general view nor hide the exhibits of others. Plans for specially built displays not in accordance with this exhibition must be submitted to the Host Committee before construction is ordered and/or begun.
- Regular and specially built backwalls including signs may not exceed an overall height of eight (8') feet for inline/linear booths or ten (10') for perimeter booths. If a high divider between booths is desired, it will not exceed eight (8') feet in height nor extend from the backwall more than one-half of the depth of the space to avoid blocking adjacent exhibits.
- All aisles must be clear of exhibits. Interviews, demonstrations, and distribution of literature must be made inside exhibitor's booth.
- Nothing shall be posted on, tacked on, nailed to, screwed into or otherwise attached to the columns, walls, floors, or other parts of the building or furniture.
- Signs, rails, etc. shall not be permitted to intrude into or over aisles.
- If required, exhibits shall be arranged to adhere to any social distancing policies enforced by the hotel or governing entities. More information, if necessary, will be distributed prior to the event start date in order to allow time for planning.

Soliciting: Exhibitor is prohibited from distributing literature, souvenirs, or other items from outside the boundaries of exhibitor's booth, unless exhibitor has obtained the Host Committee's prior written approval. This includes canvassing other exhibits before, after, or during exhibit hours. Canvassing in exhibit halls or distribution of advertising matter, souvenirs, or any other items whatsoever by anyone who is not a paid exhibitor is strictly forbidden.

Exhibitor Personnel and Others: Booths must be manned by personnel qualified to discuss engineering details of their products. The Host Committee reserves the right to prohibit an exhibit or part of an exhibit which may detract from the character or nature of the Exhibition.

- All booth personnel will be required to wear the official conference badge issued at registration.
- Attendants, models, and other employees must confine their activities to the contracted exhibit space.
- Exhibitor personnel and representatives may not enter the exhibit space or loiter in the area of another exhibitor without permission from that exhibitor, and at no time may anyone enter an exhibit space that is not staffed. Violators may be ejected from the show and exhibitor is subject to a loss of priority points.
- Exhibitors shall not photograph or video an exhibit or product of another exhibitor.
- Exhibitor may not harass or antagonize another party, remove anything from any exhibitor's booth, register or give a badge to anyone not qualified to be in the show.
- Booths must be staffed during all show hours. Booths not staffed could be subject to loss of seniority, loss of credentials for future shows, and/or loss of other show privileges as determined by the AMTA. No area of the facility shall be used for any improper, immoral, illegal, or objectionable purpose.
- If required, Exhibitors shall be expected to adhere to any social distancing policies enforced by the hotel or governing entities. More information, if necessary, will be distributed prior to the event start date in order to allow time for planning.

Endorsement: Any oral or written communication indicating or suggesting that AMTA endorses or approves of the exhibitors' products or services is prohibited.

Attire: All exhibitor personnel and their contractors must always wear appropriate apparel. Business or business casual attire is

recommended. Exhibitors who are uncertain regarding compliance with the appropriate apparel and entertainment regulations are encouraged to consult with the Host Committee.

Unoccupied Space: If any of Exhibitor's space remains unoccupied by 5 p.m. on Monday of the Symposium week, it shall be deemed to be abandoned space. Thereafter, the Host Committee shall have the right to rent such space to any other exhibitor or use such space in another manner as deemed necessary, in its sole discretion, without any obligation to exhibitor. This section shall not be construed as affecting the obligation of exhibitor to pay the full amount specified in the agreement for space rental.

Insurance: Exhibitor shall maintain insurance sufficient to cover the liabilities of exhibitor as stated in the Exhibitor Application Packet. The amount and scope of such insurance shall be reasonably satisfactory to AMTA and the Host Committee.

Liability: Neither AMTA, the Host Committee, nor its agents or representatives will be responsible for any injury, loss, or damage that may occur to exhibitor or to exhibitor's employees, invitees, licenses, or guests, or exhibitor's property from any cause whatsoever. Under no circumstances shall AMTA, the Host Committee, or its agents or representatives be liable for (i) any special, indirect, incidental, or consequential loss or damage whatsoever, or (ii) any loss of profit, loss of use, loss of opportunity, or any cost or damage resulting from any such loss. Exhibitor acknowledges that the risk allocations of this section are reasonable based on the understanding that exhibitor shall obtain, at its own expense, adequate insurance against any such injury, loss or damage. Neither AMTA or the Host Committee shall not be liable for failure to perform its obligations under the Agreement as a result of strikes, riots, acts of God, or any other cause beyond its control. Anyone visiting, viewing, or otherwise participating in exhibitor's booth or exhibit is deemed to be the invitee, license, or guest of exhibitor, and not the invitee, licensee, or guest of AMTA or the Host Committee. Exhibitor assumes full responsibility and liability for the actions of its agents, employees, independent contractors, or representatives, whether acting within or without the scope of their authority, and agrees to defend, indemnify, and hold the exhibit venue, and their respective privies, harmless from and against claims resulting directly or indirectly from the actions or omissions of Exhibitor and/or Exhibitor's agents, employees, independent contractors, or representatives whether within or without the scope of authority.

Outside Activities: Exhibitor shall not conduct outside activities that will take attendees away from the conference sessions and/or exhibit functions.

Fire, Safety, and Health: The exhibitor assumes all responsibility for compliance with local, city, and state ordinances and regulations covering fire, safety, and health. Only fireproof materials should be used in displays and the necessary fire precautions will be taken by the exhibitor.

Labor: Rules and regulations for union labor are made by the local unions and these regulations may be changed at any time. Where union labor is required because of building or contractor requirements, it will be necessary for the exhibitor to comply with the regulations. Companies using international installation and dismantling personnel must have proper paperwork, visas, and documentation in order to operate as valid contract labor.

Moving Pictures, Sound Devices, Music and Lighting: If moving pictures are used, the exhibitor agrees to comply with union requirements for the operation of the equipment. Sound movies will be permitted if tuned to conversational level and if not objectionable to neighboring exhibitors. If loudspeakers or sound devices are used, they should be tuned to conversational level and if not objectionable to neighboring exhibitors. It shall be the responsibility of any exhibitor wishing to play music in their booth to secure any necessary music licensing agreements and fee payments with the appropriate agencies. Neither AMTA nor the Host Committee bears responsibility for any legal action, fines, litigation, etc., incurred by exhibitors who have not obtained said agreements and/or made said fee payments. The Host Committee reserves the right to restrict the use of glaring lights or objectionable lighting effects.

Food and Beverages: Exhibitor distribution of food and beverages for consumption in the building may only be made with the permission of the building management. Any food or refreshment distributed or consumed by the exhibitor shall, at the exhibitor's risk and expense, comply with all applicable federal, state, and local sanitary and safety laws and regulations. No food or beverages may be sold by an exhibitor.

Dismantling of Exhibit Space: Exhibits may be dismantled beginning Wednesday of the Symposium week at 5:00 p.m. Exhibitors that begin dismantling the exhibit space before this time will forfeit all exhibitor points for the subsequent Symposium's Exhibitor space allocation.

Exhibit Area Accessibility and Exhibit Hours: Any AMTA member in good standing is permitted to visit any exhibitor's exhibit area. In some situations, the exhibit hours may be somewhat constrained due to security considerations. In these cases, the Host Committee will notify the exhibitors at least 90 days in advance of the Symposium. AMTA will hire a security guard who will allow only exhibitor access to the exhibit area during non-exhibit hours. However, AMTA will not be responsible for lost or stolen property. Exhibitors are responsible for their exhibits, including insurance for them if desired.

Material Handling

AMTA is not responsible for paying any box, shipping and/or handling fees incurred by exhibitors. Any parcels remaining after close of show (this will be determined in the Exhibitor Manual) will be discarded.

Use of the AMTA Logo

Use of the AMTA logo and Annual Symposium logo on promotional literature is not permitted. However, exhibitors may use the AMTA logo

and/or Symposium logo on promotional souvenir giveaways at the Symposium provided that prior permission is obtained from the AMTA Board of Directors.

Resolving Conflicts

If there is a conflict between an exhibitor and the Host Committee that cannot be resolved, the AMTA Vice-President will act as mediator and be responsible for final resolution of the issue with the concurrence of the Board of Directors.

Hold Harmless Clause

The Host Committee shall include a Hold Harmless Clause in its Exhibitor Application Form, and exhibitor space will not be assigned until the Host receives acknowledgement of the hold harmless clause from the exhibitor's representative. The hold harmless clause shall be similar to the following.

"The Symposium hotel, AMTA and Symposium Host and Co-Host Committee (including vendors/exhibitors and all participants) each agree to defend, indemnify, and hold harmless the other party from and against all claims, actions or causes of action, liabilities, including reasonable attorneys' fees, and costs arising from the defense of any claim, action, cause of action, or liabilities arising out of or resulting from any act taken or committed by Hotel or AMTA (including vendors/exhibitors and all participants in the Symposium) pursuant to the performance of each party's obligation for the event over November 1st – 6th, 2026 described herein."

Application Form and Worksheets

Please complete this entire section online at https://2026.amta.org/exhibitors/ by **June 29, 2026**. If you have any questions or concerns, please contact John Vanella at ConferenceDirect. Late applications will be accepted based on space availability.

Sponsorship Opportunities

SPONSORSHIP OPPORTUNITIES	Price USD	Listed on AMTA 2026 Website	Company logo & profile Included in Mobile App & Final Program	Exclusive Signage Recognition	Additional Branding Opportunities	Number of Opportunities Available
Welcome Reception	$12,000	✓	✓	✓	Can provide branded napkins and/or other branding items such as signature drinks, drink wine glass charms, etc.	1
Monday Night Outing	$8,000	✓	✓	✓	Can provide branded napkins and/or other branding items such as signature drinks, drink wine glass charms, etc.	1
Lunch	$4,000	✓	✓	✓	Includes signage; sponsor can provide additional branding at the lunch venue	3
Breakfast	$4,000	✓	✓	✓	Includes signage; sponsor can provide additional branding at the breakfast venue	5
Banquet Pre-Reception	$4,000	✓	✓	✓	Can provide branded napkins and/or other branding items such as signature drinks, drink wine glass charms, etc.	1
Conference Registration Bags	$2,500	✓	✓		Company branded item	1
Branded Proceedings USBs	$2,500	✓	✓		Logo branding	1
Refreshment Break	$2,500	✓	✓	✓	Full day refreshment breaks to be held at preferred sponsor location with signage recognition	8
Conference Mobile App	$3,000	✓	✓		App sponsor included with QR code	2
Conference Lanyards	Company Provided or $2,500	✓	✓		Company branded item	1
Women in Engineering & Young Professionals Events	$3,000	✓	✓	✓	Recognition at WIE and YP event	1
Banquet Wine Service	$2,500	✓	✓	✓	Sponsor recognized at banquet	1
Branded Water Bottles	$1,500	✓	✓		Bottled water with company logo	1
Student Day Transportation	$1,500	✓	✓		Complimentary recruiting table	1
Student Day Meals	$1,500	✓	✓		Complimentary recruiting table	1
Student Day Team Competition Prize	$1,500	✓	✓		Complimentary recruiting table	1
Daily AV Sponsorship	$1,000/day	✓	✓		Recognition during technical sessions	4
Bingo Prize, Exclusive	$1,000	✓	✓		Sponsor representative permitted to draw and announce winner	Unlimited
Bingo Prize	$500	✓	✓		Recognition at awards banquet	Unlimited
Registration bag item	$500	✓	✓		Company branded items included in registration bag*	Unlimited
Banquet VIP Table	$500	✓	✓		Reserved table near front of Banquet Hall	3

* Size & weight restrictions apply *Company Provided Items

Priority for sponsorship is given to the Exhibitor who sponsored the opportunity in 2025. Should an exhibitor choose not to renew their sponsorship for this year's event, that opportunity then becomes available to all exhibitors. Below is a list of AMTA 2025 sponsorships and priority sponsors.

AMTA 2025 Sponsorships

Sponsorship Opportunity	Priority Sponsor
Registration Bag	Kraetonics
Conference Mobile App	STAR Dynamics
Promotional Registration Bag Item	
Lanyards	ETS-Lindgren
Bottled Water with Company Logo	
Proceedings Flash Drive	STAR Dynamics
Welcome Reception	AMETEK NSI-MI
Monday Evening Event	Microwave Vision Group, Next Phase Measurements
Awards Banquet Reception	
Awards Banquet Wine Service	Microwave Vision Group
Women In Engineering / Young Professionals Reception	ETS-Lindgren
Breakfast (Single Day)	
Lunch (Single Day)	Advanced Radar Research Center, AMETEK NSI-MI
Monday Break	Virginia Diodes
Tuesday Break	
Wednesday Break	
Thursday Break	
Student Day	STAR Dynamics
Daily AV Sponsorship	
Wednesday Awards Banquet Gift	
AMTA Bingo Card Prizes	Microwave Vision Group
VIP Table	STAR Dynamics

Appendix A – Proposed Exhibitor Floor Plan

