

**2014 IEEE IFCS  
May 19-22, 2014  
Taipei International Convention Center  
Taipei, Taiwan  
[www.ifcs2014.org](http://www.ifcs2014.org)**

**EXHIBITOR INFORMATION**

To All Exhibitors:

Thank you for joining us for the 2014 IEEE IFCS to take place May 19-22 at the Taipei International Convention Center

We want this to be a good exhibiting experience for you. The following information on shipping, registering, hotel reservations, exhibit hours, set up and tear down will be critical to your success at the show.

Please let me know if there is any other information that you need.

**Sue Kingston  
2014 IEEE IFCS  
(310) 937-1006  
(310) 699-2609 (cell)  
Email: [s.kingston@ieee.org](mailto:s.kingston@ieee.org)**

## **EXHIBITOR INFORMATION**

### **REGISTERING FOR BADGES**

As an exhibitor, you receive one full conference badge which includes Luncheon and Gala tickets. I will be sending you a form closer to the conference for you to designate who will get the conference registration.

Additional personnel may be registered using the attached form.

### **EXHIBIT BOOTHS**

Each booth is a 3mX3m hard walled booth structure with 2.5m back wall and 1m side rail

The booth includes:

1 table

2 chairs

ID sign

Power

Carpet

### **HOTEL RESERVATIONS**

Hotel Reservations can be made through the link on the IFCS website at [www.ifcs2014.org](http://www.ifcs2014.org).

### **SHIPPING TO THE CONVENTION CENTER**

Any booth materials being shipped to the Convention Center need to be clearly labeled as follows:

**Taipei International Convention Center  
2014 IEEE IFCS May 19-22, 2014  
Attn: Sylvie Ku  
1 Hsin-Yi Rd., Sec. 5  
Taipei 11049  
Taiwan, R.O.C.  
886 2725 5200 ext. 3513**

Shipments should arrive at the Convention Center one week prior to the opening of the Conference – May 12, 2014

### **SET UP –**

Monday, May 19th – 13:30 – 17:30

### **EXHIBITS OPEN**

Tuesday, May 20<sup>th</sup> 10:00 – 12:20 \* 13:20- 17:40

Wednesday, May 21<sup>st</sup> 9:00 - 12:20 \* 13:20 –17:40

Sue Kingston, 2014 IEEE IFCS  
1514 First St., Manhattan Beach, CA 90266  
(310) 937-1006/ (310) 699-2609 (cell)/ Email: [s.kingston@ieee.org](mailto:s.kingston@ieee.org)

Thursday, May 22<sup>nd</sup> 9:00 – 12:20

**Exhibitor Sponsored Reception**

Tuesday, May 20<sup>th</sup> 18:00 – 20:00

**TEAR DOWN**

Thursday, May 22<sup>nd</sup> 12:30 – 15:30

**You must make the necessary arrangements to have your shipment picked up at the Convention Center by the logistics company you are using.**