



2024 DIGITAL BOOTH UPGRADE CONTRACT

24 – 28 March 2024 • San Diego Convention Center, San Diego, California, USA

Upgrade Your Digital Booth Now!

Your digital booth is the company and product information that you display online. Stand out from your competitors and give OFC attendees more detail about your company offerings all year. A great investment for maximum Web exposure!

Feature	Gold Level	Silver Level	Standard Level
	USD 495	USD 295	Included
Headquarter Information – company contact information and URL, published in the Buyers' Guide, Digital Booth, and the conference app.	✓	✓	✓
Company LinkedIn Profile Link – connect to your company's LinkedIn page.	✓	✓	✓
Company 'Find us on Facebook' Button – post your company's Facebook page link.	✓	✓	✓
Company 'Follow us on Twitter' Button – post your company's Twitter link.	✓	✓	✓
Company Profile – 50-word description of your products and services published in the Buyers' Guide, Digital Booth, and the conference app.	✓	✓	✓
Categories – published in the Buyers' Guide, Digital Booth, and the conference app. Digital versions are searchable by attendees.	6	6	6
Company Contacts – contact information for key staff and personnel who will be at the show.	4	2	-
Product & Service Showcase – product name, tagline, description, photo, brochure, and URL.	5	2	-
Multi-Media			
Company Logo on Description – display your company logo on your online profile.	✓	✓	-
Booth Wallpaper – change the standard floor plan booth fill color to your company logo or product image.	✓	-	-
Company Brochure – upload a PDF copy of your company brochure.	✓	✓	-
Coupon – upload a promotional card for attendees to print and bring or show at your booth. (PDF, JPG, or GIF file format).	✓	✓	-
YouTube Embedded Video – embed a company YouTube video in your online profile.	✓	✓	-
Podcast Link – post a link to your company's podcast.	✓	-	-
Press Releases (PDF upload) – post the latest news about your company.	2	-	-
Special Event Information – let attendees know what events are happening in your booth.	4	-	-
Visitor Report – monitor your digital booth traffic	✓	-	-

Please note: Information that you update within your digital booth has no effect on the information that OFC Management uses for billing and the Primary Operations Contact.

For a demo of the features listed above or more information on the OFC Digital Booth functionality please contact Exhibit Sales at +1 202.416.1988 or sales@ofcconference.org



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Return signed contract with deposit to: OFC Exhibits, c/o Optica, 2010 Massachusetts Ave., NW, Washington, DC 20036 USA
Tel: +1 202.416.1988 Email: sales@ofcconference.org

1 COMPANY INFORMATION

☐ We are a first-time exhibitor.

Company Name: _____

☐ Division of / ☐ Subsidiary of: _____

Address: _____

City: _____ State/Province: _____ ZIP/Postal Code: _____ Country: _____

Tel: _____ URL: _____

2 PRIMARY OPERATIONS CONTACT — to receive all logistics information pertaining to exhibit

Name: _____ Job Title: _____

Email: (main mode of communication—print clearly): _____

Tel: _____ Fax: _____ Skype ID: _____

3 COST OF UPGRADE: Indicate the upgrade level you're requesting by checking the box. ☐ Gold Level USD 495 ☐ Silver Level USD 295

4 CONTRACT AUTHORIZATION — By signing below, with or without appropriate payment, this contract shall become a legally binding contract.

The individual signing this document represents that he/she is duly authorized to execute this binding contract on behalf of the exhibitor. The following items, as they may be amended from time to time by OFC Management, shall be incorporated fully herein by reference and made part of the agreement: Exhibition Rules and Regulations, any additional rules and regulations published by OFC Management, Exhibit Service Manual (inclusive), Code of Conduct (available at www.ofcconference.org/codeofconduct), and the Privacy Policy (available at www.ofcconference.org/privacypolicy).

OFC Management does not actively monitor the Digital Booths or the content that is posted or provided through the Digital Booth features, nor shall we be obligated to do so. As such we may not have the ability to control or actively monitor the content and don't guarantee its accuracy, integrity or quality. You may contact OFC Management to alert us to content that you find objectionable. If we choose to investigate the complaint, we will take any action that we believe is appropriate, including but not limited to issuing warnings and removing the content. However, because situations and interpretations vary, OFC Management also reserves the right not to take any action. Under no circumstances will we be liable in any way for any content, including, but not limited to, any errors or omissions in any content, or any loss or damage of any kind incurred as a result of the use of, access to, or denial of access to any content. If we determine, in our sole discretion, that you are not in compliance with the Terms of Use, we reserve the right to remove objectionable material from your digital booth.

TERMS OF USE:

- Do not upload, post, email, transmit or otherwise make available ("provide") any content that is unlawful, libelous, defamatory, obscene, pornographic, indecent, lewd, harassing, threatening, harmful, invasive of privacy or publicity rights, abusive, inflammatory or otherwise objectionable;
- Do not provide any content without proper authority from the owner of the content;
- Do not provide any content that encourages a criminal offense or violates the rights of any party;
- Do not violate any applicable local, state, national and international law or regulation;
- Do not harass others; and
- Do not try to gain unauthorized access to the Website, other exhibitor's accounts, or computers connected to the Website.

Authorized Representative Signature: X _____ Date: _____

Authorized Representative Name (Please print.) _____

5 PAYMENT— Full payment is due with contract. **Remit to Address:** Optica, 2010 Massachusetts Ave., NW, Washington, DC 20036 USA. Please reference your company name, invoice number and OFC 2024 on all payments. Past-due balances are subject to a 5% late fee. Direct inquiries to accounts@ofcconference.org **PAYMENT OPTIONS: Check:** Make checks payable (USD\$, drawn on a US bank) to "Optica" referencing OFC 2024 on the memo line. Mail check to Optica, c/o Exhibit Sales, 2010 Massachusetts Ave, NW, Washington, DC 20036 USA. Include a copy of this invoice. **Credit Card:** A convenience fee of 3% will be charged on all credit card payments. **Wire Transfer or ACH/Direct Deposit:** Bank: Bank of America, 1501 Pennsylvania Ave, NW, Washington, DC 20013, USA. Account Name/Beneficiary: Optica; Account Number: 0020-867-84-287; ABA/Routing Number: 026-00959-3 (Wires Only), 054-00120-4 (ACH Only); SWIFT: BOFAUS3N; Please include the remitter's name, invoice number 622-XXXX and OFC 2024. Remitter is responsible for all wire transfer fees, including a USD 25 processing fee for Bank of America. Check with your bank for additional wire transfer fees.

You may also pay by credit card: ☐ Visa ☐ M/C ☐ Diners ☐ AmEx

Amount: _____ Card No: _____

Exp. Date: _____ CVV: _____ Billing Zip/Post Code: _____

Print Name (as it appears on card): _____

Cardholder Signature: _____