AIA Long Island Chapter is pleased to be able to offer a select number of Exhibitors the opportunity to give a presentation on the floor of the Exhibit Hall, during regular show hours. The presentation will be generic in nature and follow all applicable AIA guidelines for continuing education. The presentation will be a one (1) Learning Unit presentation, HSW credit to be applied as appropriate. It is the responsibility of the program provided to report programs. Several spaces with seating, screen, and projector will be available for giving the presentations.

The cost of agreeing to give a presentation is $900.00, due upon execution of this Agreement. That cost is in addition to the $1,600.00 cost of the booth. You will be assigned time slots, between the hours of 1:00 PM and 6:00 PM to give your presentation.

****If you have an AIA accredited program please email the summary handout and a brief description of the program to: joanne@aialongisland.com with this application for promotional purposes.****

*******If your program is not AIA accredited*** **please call the Chapter office at 516-294-0971 and we will be happy to have the program accredited for you.****

IF YOU HAVE AN AIA ACCREDITED PROGRAM IT IS THE RESPONSIBILITY OF THE PRESENTER TO REPORT THE NAMES AND MEMBER NUMBERS OF THE PROGRAM ATTENDEES TO AIA NATIONAL WITHIN TEN DAYS OF PRESENTATION. PLEASE ALSO NOTE THAT ANY PROGRAM PRESENTED WITHIN THE PAST TWO (2) YEARS IS NOT ELIGIBLE. IF AN ATTENDEE IS NOT A MEMBER OF AIA IT IS THE PRESENTER'S OBLIGATION TO SEND CERTIFICATE TO SAID ATTENDEE.

The Provider organization will be recognized as an excellent, unbiased source of education for architects. AIA will maintain its stature and credibility with State Licensing Boards as a primary source for mandatory continuing education (MCE) for the architecture profession Architects will continue to receive the quality education they have come to expect from AIA/CES Registered Programs. To ensure all these benefits

are accomplished, I agree to: Deliver the registered program, as approved by AIA/CES, without endorsement, bias, marketing or sales orientation. Not alter the content of the program as it relates to the learning objectives. However, I understand that personalizing programs for presenter and location is allowed. Strive to make my verbal presentation and written and graphic materials as meaningful, accurate, appropriate, and interesting as possible and deliver it in the timeframe for which the program was registered. Promote all programs accurately and consistently with AIA/CES approved language. Ensure that company logos, product name, and branding are limited to the first and last slides only of any presentation (unless the copyright slide is used) and recognize that any information and handouts distributed during the *educational portion of the program are done so with the intent to reinforce the learning objectives and will not be proprietary in nature. Ensure that the Quality Assurance Slides are included and reviewed with the participants during every presentation. I understand that this only applies to PowerPoint/slide format programs.

The names and member numbers of attendees will be submitted to CES Records within the 10-day time frame.