

Exhibitor Manual: SVIIF 2019

1. **Event Name:** Silicon Valley International Invention Festival 2019
(Homepage): <http://www.sviif.com>
2. **Host:** IFIA (International Federation of Inventors' Associations)
3. **Organizer:** KIPA (Korea Invention Promotion Association)
4. **Supporters:** World Intellectual Property Organization (WIPO),
United States Patent and Trademark Office (USPTO),
United Inventors Association (UIA), City of Santa Clara
5. **Date:** June 24 (Mon) - June 26 (Wed) 10:00 - 17:00 [3 days]
* Awards Ceremony: June 26 (Wed) 14:00
6. **Venue:** Santa Clara Convention Center Hall A&B
7. **Awards:** Grand, Gold, Silver, Bronze, Special Prize
8. **Evaluation**
 - Date: June 24 (Mon) 11:00~17:00

9. Schedule

Events	Date	Time	Venue
Installation	June 23 (Sun)	14:00-18:00	Hall A, B
	June 24 (Mon)	08:00-10:00	
Exhibition	June 24 (Mon) – 26 (Wed)	10:00-17:00	Hall A, B
Opening Ceremony	June 24 (Mon)	10:30-11:00	Hall A Entrance
On-site Evaluation	June 24 (Mon)	11:00-17:00	Hall A, B
Awards Ceremony	June 26 (Wed)	14:00-16:00	Elizabeth Hangs Theatre (2nd floor)

10. Booth Overview



- Important Notice -

1. Equipment, Electricity, and Internet (broadband)

- All exhibitors requiring any equipment, internet, or use of electricity must fill out and submit the attached application form. All fees must be paid only in cash at the venue.
- **Submission Deadline: April 15 (Mon), info@sviif.com**
- ***No cancellations will be accepted.***
 - Each booth will be equipped with electrical outlets. Booth exhibitors who use electricity without paying the required fee in advance will still be charged (only approved power strips that have met the required safety certifications and protections can be used at the event).

2. Wireless Internet Service

- Pre-paid internet wireless will be available at the venue. Exhibitors can pay the internet service provider directly by credit card at the event site.
 - Available plans: \$160.00 /1 line for 3 days
 - Since local internet service is expensive, exhibitors are recommended to either:
(1) purchase a local SIM card equipped with internet data service, (2) enable roaming and use mobile hotspot/tethering, or (3) use the wireless internet service mentioned above.

3. Important Exhibition Regulations

- **Equipment Carrying:** When passing through the main entrance of Hall A and B, exhibitors can only pass through once with one item carried by hand.
- Any exhibitors using item transportation equipment (bags with wheels, flat carts, etc.) or carrying items in groups of 2 or more must enter the venue through **DOCK 3** and use the convention center's paid delivery service.
 - **Cartload Service:** Min. \$170 [Max. 8pcs, below 90kg (200 lbs)]
 - **Loading and Delivery Service:** Min. \$426 [below 90kg (200 lbs)]
- The use of any outside tools or equipment, including chairs and screwdrivers (Phillips and flat-head), is strictly forbidden during booth setup. All exhibitors requiring any setup equipment (chairs, screwdrivers, etc.) must use the equipment provided by the paid service offered at the venue, GES (official booth setup company).
- The booth material will be made mostly of fabric, so exhibitors will need to use s-hooks or double sided tape for their posters.
- Each person is allowed only one beverage in Hall A & B.

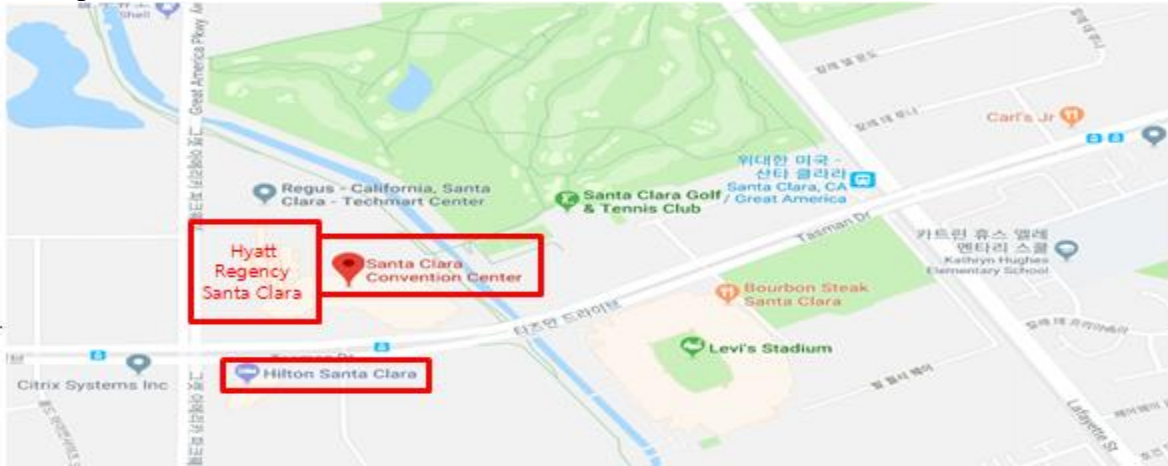
4. Other

- It takes approx. 30 minutes to get to the Santa Clara Convention Center from San Francisco Airport (SFO). It will cost approx. USD 60 by UBER.
 - Exhibitors are encouraged to download the UBER app and register their credit cards in advance.
- The standard electrical voltage in the USA is 110 volts.

- Additional Information -

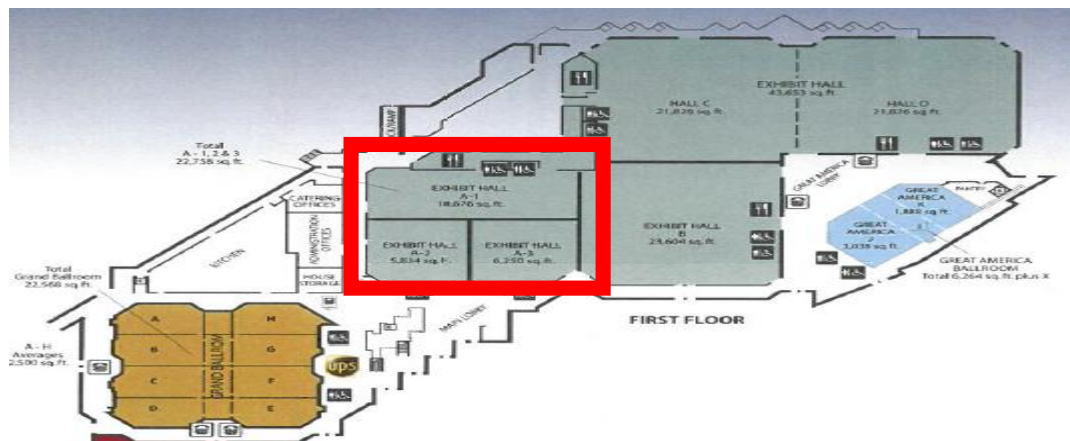
1. Santa Clara Convention Center (<https://santaclaraconventioncenter.org/>)

- The Santa Clara Convention Center is located in northern Santa Clara, California. It serves as one of the large meeting and convention facilities in Silicon Valley, with 262,000 square feet (24,300 m²) of meeting space, built in 1986. The ballroom space was expanded during 2009. It is located in the same complex as the Hyatt Regency Santa Clara and the Santa Clara TechMart conference center. It is adjacent to the VTA Great America light rail station and across the street from the Great America theme park.



- Address: 5001 Great America Pkwy, Santa Clara, CA 95054, U.S.A.

2. Layout of Hall A&B



3. Other

- Hyatt Regency Santa Clara Hotel
<https://www.hyatt.com/en-US/hotel/california/hyatt-regency-santa-clara/clara>
- Hilton Santa Clara
<http://www3.hilton.com/en/hotels/california/hilton-santa-clara-SJCSCHF/index.html>
- Great Mall (outlet mall, 15 mins from Santa Clara Convention Center by car)
<http://www.simon.com/mall/great-mall>