



2009 PARTNER CONFERENCE
THE FUTURE IS EVERYWHERE

Exhibitors Guidelines

1. Assignment of Exhibit Space

Deposit must be received before space can be assigned to the exhibitor. Whenever possible, space will be assigned according to the exhibitor's wishes, but the general rule of "first come, first served" will apply. Exhibitors cannot assign or sublet the allotted space, in whole or in part. The Partner Conference Coordinator will make the final allocation of exhibit space. Iridium Communications Inc. reserves the right to relocate exhibits or rearrange the floor plan without prior notification.

2. Exhibit Fees

The cost is \$100 per table space for exhibitor registrations received from **October 5th, 2009**, to **December 1st, 2009**. Receipt of payment and assignment of booth space will be confirmed in writing by the Partner Conference Coordinator.

All payments must be received in full by: **December 1st, 2009**.

3. Cancellation Policy

Cancellations received on or before **December 1st, 2009**, will be refunded in 100%. Exhibitors cancelling after **December 1st, 2009**, will not be refunded. Cancellation must be in writing and sent to the Partner Conference Coordinator at E-mail: IridiumPHX2010@iridium.com

4. Exhibit Space

The Exhibit Space Includes:

- (a) Booth size is an open 8' by 10' and includes a 6' undressed table and 2 chairs.
- (b) General lighting in the exhibit area.

Registration Does Not Include

Transportation; brokerage services; special materials; special lighting; carpets or furnishings beyond those already specified; the moving, transfer, removal, storage, setup or dismantling of exhibits. Companies requiring special telephone or computer data lines must make their own installation and billing arrangements with the Hyatt Regency Hotel.

5. Exhibitor Registration

The exhibitor must complete the registration on or before **December 1st, 2009**.

6. Services

Parking

Parking is available for no charge at Hyatt Regency Hotel for all registered exhibitors and conference attendees.

Handling

Exhibitors are responsible for the movement of their material to and from the exhibit area. Uncrating, assembling, storing and re-creating of exhibit material are the exhibitor's responsibility. Storage fees will apply for all exhibit material left behind after agreed upon removal time. Similarly, if exhibits arrive to the Hyatt Regency Hotel prior to **January 18th, 2010**, they may be removed and placed into a storage space by the hotel at the expense of the exhibitor.

Lighting and Electrical

Adequate general lighting will be furnished in the exhibit area. Power for each booth, if purchased, is one half duplex single phase. Iridium Communications Inc. and the Hyatt Regency Hotel cannot be held liable for damages or loss caused by technical faults resulting from fluctuations in electrical supply or from forced interruptions in supply ordered by the public electricity utility.

Shipping

Exhibitors are responsible for shipping any and all of their items. All material should be shipped to arrive at the Road Air Transportation location no later than **January 18th, 2010** at the following address:

Road Air Transportation

C/O Aeronet
2219 S 48th St Suite I
Tempe, AZ 85282
Att: Jared Whitefield

7. Security

The Trade Show room will be securely locked when not in use. It is each exhibitor's responsibility to secure and insure his/her own display material, merchandise and equipment. Iridium and the Hyatt Regency are not responsible for losses or damages for whatever reason.

8. Insurance

Iridium and Hyatt Regency will take every reasonable precaution to prevent loss to exhibitor's goods, but under no circumstances will they assume any responsibility for loss or damage that might ensue from any cause in connections with transfer, installation, maintenance or removal of exhibits, nor will they assume any responsibility for goods while on exhibit or in storage. Iridium and Hyatt Regency will not assume any responsibility for loss or damage caused to exhibitors by fire, theft, damage, and personal injury or otherwise. Exhibitors are strongly advised to maintain normal precautionary measures to protect their display material and equipment and to cover their property and person with suitable insurance.

9. Limitation of Liability

In case the premises are destroyed by fire or the elements, or by any other cause, or in case any circumstances whatsoever, including strikes, shall make it impossible for exhibitors to occupy the premises, the exhibitor shall pay for space only for the period the space was or could have been occupied. Iridium and Hyatt Regency are released from any and all claims for damage which might arise in consequence thereof. Neither Iridium nor the Hyatt Regency will be held responsible for damage to uncrated and c rated materials, materials improperly or poorly packed, or any concealed damage; nor shall the above or its agents be responsible for any loss, disappearance or theft of exhibitor's materials. Exhibitors are urged to have their own insurance to cover all risks.

Welcome to the Iridium Partner Conference 2010!

The following pages contain important information pertaining to:

- **Shipping and Freight Forwarding**
- **Customs Brokerage**
- **Advanced Warehousing**

For your upcoming event in Phoenix, AZ, *Road Air* has been selected the official supplier for shipping, customs brokerage and advance warehousing. We are a freight forwarder and customs broker based out of Miami, FL and specialize in the meetings and events industry. We are a great resource to help plan for your shipping into the event. Your contact in Miami is Michael Wesselhoft.

Shipping Procedures

Once Road Air picks up your shipment from your office or warehouse anywhere around the world, you won't need to worry about the logistics of getting your product into the Conference.

International Shipping

Road Air will handle all aspects of U.S. Customs brokerage on your behalf.

Timeline

Shipping early saves money. If you are able to send your shipment two or three weeks in advance, you can take advantage of the free advanced warehouse when using our shipping services and save a LOT of money on transportation charges.

Return Shipping

Don't worry about planning the return shipping. Road Air will have service staff on-site to complete your bill of lading and supply your shipping labels.

Requesting Services

Fax in the "Service Order Form" and Events on the Move will take care of the rest.

Contact information

Road Air Transportation
8825 NE 2nd Ave
Miami, FL. 33138
Telephone: (305) 754-8743
Fax: (305) 754-8744
Contact: Michael Wesselhoft
email: mikew@roadairtransportation.com
info@roadairtransportation.com

We look forward to working with you soon.





Registration



Shipping
Customs
Brokerage
Advance Warehousing

**Hyatt Regency Gainey
Ranch
January 19-22, 2010**

Road Air
Transportation

**Fax this form to 305 754-8744
Questions? Call 305 754-8743**

Please complete this section

Company Name:		Booth #:
Contact Name:	Telephone Number:	Fax Number:

Email Address: _____

Invoicing

Would you like to be billed to your credit card or by invoice? <input type="checkbox"/> credit card <input type="checkbox"/> invoice We require that you provide your credit card number for our files. No orders will be processed to this card without your authorization. Any invoices not paid within 30 days of receipt may be subject to credit card processing. <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> AMEX Name on Card _____		
Card Number	Exp. date	
Address for Invoicing:	Tel #	Accounts Payable Contact:
	Fax #	
City:	State / Province:	Postal Code / Zip:

THE UNDERSIGNED HEREBY ACKNOWLEDGES THE TRUTH OF THE STATEMENTS CONTAINED HEREIN & HAVE READ AND UNDERSTOOD THE LIMITS OF LIABILITY FOUND AT THE END OF THIS DOCUMENT.

APPLICANT SIGNATURE: _____ DATED: _____



Shipping and Freight Forwarding Services – check appropriate boxes below:

Shipping from your office / warehouse to show site and return back to your location or to your next event.

Total Number of Pieces to be picked up	Approximate weight	Date ready for pick up (Earlier the better)

Indicate the dimensions of your shipment and brief description of goods. This will determine the most appropriate method for shipping your product.

Number and description of pieces	Weight	Length	Width	Height
e.g. 4 plastic cases – Display Stand	45 pounds approx info is okay	18 inches	18 inches	42 inches

Pickup location

Company Name	Contact Name	Contact Number
Address:		
City	State/Province	Postal Code / ZIP

Pick up at Shipping / Receiving what time do you close? _____

Any comments on Pick up Location?

Return Shipment

Please return my shipment to the pick up address

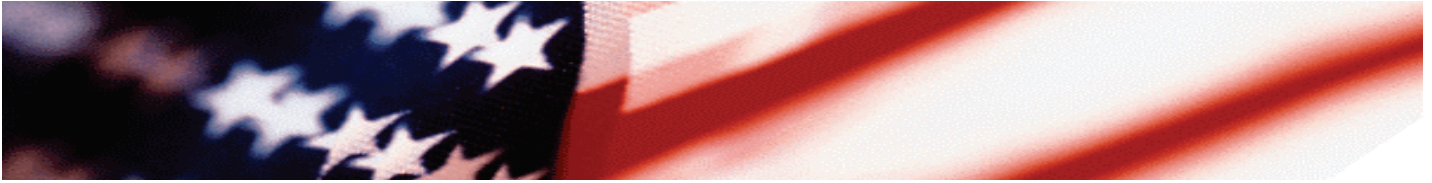
Is there a date that you require your materials back before? If not, leave this blank and your materials will be sent economy service:

_____ DAY _____ Month _____ Year _____ Time

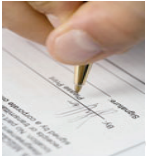
Please return my shipment to the address below

Company Name	Contact Name:	Contact Number:
Address:		
City:	State/Province:	Postal Code / ZIP:

Customs Brokerage Services – check appropriate boxes below:



<input type="checkbox"/> Customs Brokerage:
Any materials coming into United States require customs clearance. All non-U.S. exhibitors must complete the attached Commercial Invoice for clearance.



Cargo Insurance Services – check appropriate boxes below:

<input type="checkbox"/> YES – Please Insure My Shipment:
Shipping from your office/warehouse to show site and return to your office/warehouse or ship to your next event.

Indicate Currency for Limits and Premium: EURO US Dollars

Indicate Trip coverage required (select only **ONE** of the following options):

Trip	Deductible	Coverage Limit	Rate *	Premium
<input type="checkbox"/> Inbound: One Way **Maximum Limit \$50,000	\$500.00	\$.0050	\$
<input type="checkbox"/> Outbound: One Way **Maximum Limit \$50,000	\$500.00	\$.0050	\$
<input type="checkbox"/> Round Trip **Maximum Limit \$50,000	\$500.00	\$.0075	\$
CLAIMS: Report all claims to Eagle Underwriting (Pacific) Inc. Phone: (604) 683-0506 Fax: (604) 683-0588			Premium Total: (Minimum Premium \$ 50)	
			Administration Fee:	
			\$ 50	
			Total Payable:	
			\$	

* Rate e.g. \$ 25,350 X .0050 = \$ 126.75 round-up to \$ 127

**Maximum Limit \$ 50,000. Coverage is available for limits in excess of \$ 50,000 upon application and authorization of the Underwriters. Contact your Events on the Move representative if excess limits are required.

<input type="checkbox"/> NO – Cargo Insurance is NOT Required
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Exhibitors from outside United States to complete

Road Air Transportation 8825 NE 2nd Ave, Miami, FL. 33138 T 305-754-8743 F 305 754-8744

this form

Shipping from: (address)

COMMERCIAL INVOICE FOR CUSTOMS PURPOSES

Iridium Partner Conference 2008

This must be completed and printed onto your **company letterhead**. You can photocopy this onto your letterhead or simply type or hand-write this information in any format or style you want.

Company Federal Tax ID Number
(US exhibitors only)

Description of Item	Country of origin	Number of items	Value	Currency

I, _____, declare that the above mentioned items are for trade show purposes only and are not intended for resale.

Company

Position

Telephone Number

X _____
Signature Date

RELEASE OF LIABILITY, WAIVER OF CLAIMS AND INDEMNITY AGREEMENT

It is agreed by you that the goods as described are SUBJECT TO THE TERMS AND CONDITIONS AT THE END OF THIS TRANSPORTATION DOCUMENT. The exporter, importer, sender, receiver, owner, consignee, transferor and transferee (all of whom are collectively referred to as "Exhibitor") agrees TO WAIVE ANY AND ALL CLAIMS that they may have in the future against Road Air Transportation ("Road Air"), and their carriers, truckers, forwarders, customhouse brokers, agents, warehousemen, stevedores, representatives, employees or others as may be required to transport, store, handle and deliver the Exhibitor's materials, (all of whom are hereinafter collectively referred to as the "RELEASEES") and TO RELEASE THE RELEASEES from any and all liability for any loss, damage, destruction, delay, disappearance, theft and expense DUE TO ANY CAUSE WHATSOEVER, INCLUDING NEGLIGENCE, BREACH OF CONTRACT, OR BREACH OF ANY STATUTORY OR OTHER DUTY OF CARE ON THE PART OF THE RELEASEES may suffer as a result of the failure of the RELEASEES to safeguard or protect the Exhibitor's materials from loss, damage, destruction, delay, disappearance, theft and expense of delay including loss of profit, business interruption, or any collateral costs which may result. THE EXHIBITOR'S ATTENTION IS DRAWN TO THE NOTICE CONCERNING EVENTS ON THE MOVE ENTERPRISES INC'S LIMITATION OF LIABILITY.

TERMS AND CONDITIONS OF SERVICE

(Please Read Carefully)

All shipments to or from the Exhibitor will be handled by Road Air and the RELEASEES on the following terms and conditions. No agent or employee of either party may alter or waive any of the following terms and conditions.

CHOOSING ROUTES AND AGENTS

Road Air and the RELEASEES shall have complete freedom in choosing the means, route and procedure to be followed in the handling, transportation and delivery of the goods. Advice by Road Air and the RELEASEES to an Exhibitor that a particular person or firm has been selected to render services as to the materials shall not be construed to mean that Road Air or the RELEASEES warrants or represents that such person or firm will render such services.

SERVICES RENDERED BY RELEASEES

Road Air is authorized to select RELEASEES as may be required to transport, store, deal with and deliver the goods, all of whom shall be considered agents of the Exhibitor. The goods may be entrusted to such parties subject to all conditions of this transportation document, and to all rules, regulations, requirements and conditions (including limitations of liability for loss, damage, expense or delay), whether printed, written or stamped, appearing in bills of lading, receipts or tariffs issued by such RELEASEES and others. Road Air undertakes only to use reasonable care in the selection of RELEASEES and others to whom it may entrust the goods for transportation, cartage, handling, delivery and/or storage or otherwise.

INDEMNIFICATION FOR SERVICES RENDERED BY RELEASEES

The Exhibitor agrees to indemnify and hold harmless the RELEASEES against any claim or legal action taken against the RELEASEES, including but not limited to for fines, penalties, liquidated damages and/or other money due arising from a shipment of materials of the Exhibitor assessed by any carrier, country, governmental agency or other person against the shipment because of the failure, or alleged failure, of the Exhibitor to comply with any laws, rulings, requirements of any country or governmental agency including but not limited to, increased duty, liquidated damage, penalty, fine or expense, together with reasonable expenses, including attorneys fees in connection with defending the claim or action and obtaining reimbursement from the Exhibitor, resulting from any act, inaccuracy or omission or any failure to make timely presentation even if not due to any negligence or fault of the Exhibitor. The confiscation or detention of any Exhibitor's materials by any country or governmental authority shall not affect or diminish the liability of Exhibitor to Road Air and the RELEASEES to pay all charges or other money due promptly on demand.

SHIPMENTS SUBJECT TO REWEIGH/REMEASUREMENT

Exhibitor shall provide weight and measurements for its shipments to Road Air or the RELEASEES as the case may be. Shipments are subject to reweighing and remeasurement by Road Air or the RELEASEES at their discretion. If dimensional weights apply under tariff rules, dimensions shall be shown as follows, Length x Width x Depth = Cubic Inches (or applicable unit measurement.) If the weight or measurements of the Exhibitor's materials as delivered are different from Exhibitors representations, or if pick-up or delivery time or location is changed by Exhibitor, Road Air and its RELEASEES reserve the right to refuse pick up or delivery or vary rates, charges and fees of shipment.

EXHIBITOR'S DUTY TO FURNISH AND WARRANT THE ACCURACY OF CUSTOMS INFORMATION

On an import or an export, at a reasonable time prior to the shipment or arrival of any Exhibitor materials to Customs, the Exhibitor shall furnish to Road Air in the proper language, form, and number, all invoices and documentation that may be useful and/or required by the laws and regulations of the countries of destination and entry. The Exhibitor shall be bound by and warrant the accuracy of all invoices, documents and information furnished to Road Air by the Exhibitor or its agents for export, import or other purposes. It is the Exhibitor's responsibility to know and comply with all classification, valuation, marketing and other Customs requirements, laws, regulations and rulings, enforced by any country or governmental agencies having jurisdiction over a shipment. Where a bond is required by a country or governmental agency to be given for the production of any document or the performance of any act, the Exhibitor shall be deemed bound by the terms of the bond notwithstanding the fact that the bond has been executed by Road Air and/or the RELEASEES as principal, it being understood that Road Air and the RELEASEES entered into such undertaking at the request and on behalf of the Exhibitor, and the Exhibitor shall indemnify and hold Road Air and the RELEASEES harmless for the consequences of any breach of the terms of the bond.

SERVICES RENDERED BY EM

When Road Air carries, stores or otherwise physically handles the Exhibitor's materials, including in the performance of any local pick up or delivery service, and loss, damage, destruction, disappearance, and/or theft occurs during such activity, Road Air assumes no liability, unless at the time of the loss, damage, destruction, disappearance and or theft of the Exhibitor's materials, Road Air had actual custody or control of the Exhibitor's materials and the damages alleged to have been suffered are proven to be caused by the gross negligence or willful misconduct of Road Air, its officers or employees, in which event the limitation of liability set forth in paragraph 7 shall apply. It is specifically declared that Road Air shall not be responsible for loss damage, destruction, disappearance, and/or theft of the Exhibitor's materials after the materials have been delivered to the Exhibitor's booth, nor shall Road Air be responsible for loss, damage, destruction disappearance and/or theft before the materials are picked up from the Exhibitor's booth for reloading after the show. The condition, count and content of the materials found at the time of local pick up or delivery or in the booth at the time of the actual removal as determined by Road Air or the RELEASEES shall be final and binding and the right is reserved by Road Air and the RELEASEES to alter the Exhibitor's transportation documents to reflect the actual condition, count and contents of the Exhibitor's materials.

LIMITATION OF LIABILITY FOR SERVICES RENDERED BY EM

Road Air and the RELEASEES do not know of the quality, condition, contents and value of the goods stored except as declared and described on the face of this transportation document by the Exhibitor. Road Air does **NOT** insure goods described on this transportation document. Without limiting the generality of the foregoing it is specifically declared that: all goods are handled at the Exhibitor's risk of loss, damage or delay in delivery caused by or through the inaccuracies, obligations or absence of marks numbers, address or description, act of God, acts of terrorism, irresistible force, enemies of the Queen, civil or military authorities, insurrection, riot, strikes, picketing or any other labour trouble, water, stream, fire, frost vermin, heating or corruption, deterioration, drainage, dampness, rust, decay, collapse of the building, inevitable accident, depreciation or perishing by elapse of time, changes in temperature, contact with odours from other goods, inherent defects, lack of any special care or precaution, injury to articles insufficiently protected or arising from the nature of the goods, loss in

weight, insufficient cooperation, boxing, crating or packing ordinary wear and tear in handling, leakage, concealed damage or any cause beyond the control of Road Air or failure to detect any of the foregoing. All storage, handling fees and other applicable charges and costs must be paid by the Exhibitor on goods stored and lost or damaged as a result of the above causes. In connection with all shipments, the Exhibitor agrees that the legal liability of Road Air, shall be strictly limited to the lessor of **\$50.00 US per item lost, stolen, damaged or destroyed** or **\$500.00 US per shipment** whichever is less, unless the Exhibitor specifically requests a higher limit in writing and declares an excess in value, in which case Road Air may at its option, accept liability and assess an additional charge to costs of storage, handling charge or other applicable rate. Road Air shall not, in any event or under any circumstances, be liable for any claim of any type whatsoever with respect to the Exhibitor's materials unless the claim is presented in writing within a reasonable time, not exceeding **30 days** after the Exhibitor learns of, or, in the exercise of reasonable care, should have learned of the loss, damage or destruction of the Exhibitor's materials. It is specifically declared and the Exhibitor agrees that Road Air shall not be liable to any extent whatsoever for any actual, potential or assumed loss of business, loss of profit, loss of revenues or for any collateral costs which may result from any loss, damage, destruction, disappearance, theft and or delay in delivery to an Exhibitor's materials which may make it impossible or impractical to exhibit.

GENERAL LIEN ON ANY EXHIBITOR'S PROPERTY

Road Air shall have a general lien on any and all property, materials, and documents relating thereto, of the Exhibitor, in its possession, custody or control or en route, for all claims, for charges, expenses or advances incurred by Road Air in connection with any shipment of the Exhibitor and if such claim remains unsatisfied for thirty days (30) after demand for its payment is made, Road Air may sell at public auction or private sale, upon ten days written notice, sent by certified or registered mail with return receipt requested from Exhibitor, all the goods, wares and/or merchandise, or so much thereof as may be necessary to satisfy such lien, and apply the net proceeds of such sale to the payment of the amount due to Road Air. Any surplus from such sale shall be transmitted to the Exhibitor, and the Exhibitor shall be liable for any deficiency in that sale.

CONSTRUCTION OF TERMS AND VENUE

This agreement and any rights, duties and obligations as between the parties to this Agreement shall be governed by and interpreted solely in accordance with U.S. laws and no other jurisdiction. Any litigation involving the parties to this Agreement shall be brought solely within the United States and shall be within the exclusive jurisdiction of the Florida courts.

WARSAW CONVENTION

International air carriage is subject to the rules relating to liability established by the Convention for the Unification of Certain Rules relating to International carriage by Air signed at Warsaw October 12, 1929.

LANGUAGE

The parties confirm their express desire that this Agreement be drafted in the English language.

Cargo Insurance Coverage Information

Transportation Floater Form – All Risks

Subject to: Replacement Cost, 100% Co-insurance, Locked Vehicle Warranty,
As per Underwriters Wordings General merchandise consisting of Convention and Trade Show Items.

Geographical Limits: Ports and/or places in Canada, USA, Europe and Asia. Excluding: Afghanistan, Angola, Cuba, Ethiopia, former Yugoslavia, and former Soviet Union, Iran, Iraq, Lebanon, Nicaragua, Nigeria, Somalia, Uganda and any other country where their local legislation decrees insurance must be effected locally, unless otherwise shown on the declaration page of this policy or specially declared and accepted by the Insurers Underwriter prior to shipment.

Excluding: Jewellery, precious metals, bank notes, securities, works of art, valuable papers, dangerous goods, antiques, glass, fresh and frozen foods, confectionery, asbestos tiles, furs, live animals, bulk commodities, perishable goods, microprocessor chips, cellular phones, computer parts and other similar items unless otherwise shown on the declaration page of this policy or specially declared and accepted by the Insurers Underwriter prior to shipment.

IMPORTANT NOTICE: As part of our underwriting procedure, a routine inquiry may be made to obtain applicable information concerning various risk characteristics. Upon written request, additional information as to the nature and scope of the report, if one is made, will be provided. It is agreed that the information contained herein shall be the basis of the contract. The above information is intended to be descriptive only all terms and conditions are subject to the actual policy wording (available on request).

PACKAGE PROCEDURES

Shipping and Receiving Instructions for Meetings and Conventions

Mail to:
HYATT REGENCY SCOTTSDALE RESORT & SPA
AT GAINNEY RANCH
7500 E. Doubletree Ranch Road
Scottsdale, AZ 85258
(480) 444-1234

All boxes and materials shipped to the hotel for your conference may be delivered three (3) working days prior to your meeting dates. Due to limitations on storage, please notify us of any large shipments of oversized items so that the appropriate arrangements may be made.

Additionally, all boxes, materials, and equipment shipped to the Hyatt Regency Scottsdale require the following information:

1. Hotel Name and Address
2. Guest's Name (person designated to receive the items) with the word "Guest" next to it
3. Name of the Conference/Meeting
4. Dates of the Meeting
5. Name of the Catering or Conference Services manager at the hotel **Trisha Cor**
6. Special delivery notes
7. Shipping company
8. Complete return address

The Hyatt Regency Scottsdale will not accept packages or shipments arriving C.O.D. Any shipments not prepaid will be refused by the hotel and no notification will be made by the hotel to the shipper. Additionally, the hotel assumes no responsibility for any loss or damage to packages, boxes, or shipments received prior to, or following, your event unless previous arrangements have been made.

In an effort to protect and control the delivery of these boxes, a designated person from your organization will be required to sign for any box upon receipt. In addition, any boxes opened must be signed for, and are no longer the responsibility of the hotel.

Our Conference Set-Up Department will deliver boxes to your designated location on property at the listed prices: \$7.00 / Box & \$150.00 / Pallet. Laborers are available at a rate of \$20.00 per person, per hour, (one hour minimum), to assist with large shipments. Please advise the Conference Services Department in advance so the appropriate arrangements may be made. If you have any questions regarding the above, please contact your Conference Services Manager or our Receiving Department directly at (480) 444-1234, ext. 8850.