



## *Exhibitor Guide*

**28<sup>th</sup> ANNUAL CMSE**  
**Exhibits and Presentations**  
**April 30-May 1, 2025.**  
**Tutorials/Seminars April 29, 2024**

### **Components for Military and Space Electronics**

<https://cmseconference.com/>

**RENAISSANCE LOS ANGELES AIRPORT HOTEL**  
**9620 Airport Blvd, Los Angeles, CA 90045**  
*(Across the lot from The 4 Points Sheraton)*

Congratulations for exhibiting at the 28<sup>th</sup> Annual CMSE, the premier event focused on the design, reliability, and application of electronic components for use in Avionics, Aerospace, Military & Commercial Space Systems.

**Please register at the CMSE Tabletop located right in front of the Exhibit Hall. The registration table is open starting at 7:00 AM April 29-May 1, 2025 (see Figure 1 for schedule of events and times, Figure 2 Hotel layout, and Figure 3 CMSE Exhibit floor as of 3-15-25. Final Exhibit layout will be in CMSE Program Book)**

**Please note there is an incoming shipping/outgoing shipping charge for storage overnight see page 5.**

**Exhibitor Setup** 6:00 PM to 10:00 PM, April 29<sup>th</sup> Tuesday or  
7:00 AM to 10:00 AM, April 30<sup>th</sup> Wednesday  
**Day 1** of the Conference

Exhibitors are welcome to attend the student networking reception Tuesday evening:  
5:30 PM to 7:00 PM on April 29.

**Exhibits Open** 10:00 AM to 7:30 PM on April 30 Wednesday **Day 1**  
~5:30 PM to 8:00 PM CMSE Networking Reception **Day 1**  
  
10:00 AM -2 PM on May 1 **Day 2** of the Conference-Exhibits.  
Presentations and awards to approximately 5:30PM



THE 28TH ANNUAL  
**COMPONENTS**  
 FOR MILITARY & SPACE ELECTRONICS  
 APRIL 29 - MAY 1 2025

- Setup is from 6:00 PM to 10:00 PM, April 29<sup>th</sup> and 7AM – 10 AM on April 30 the first day of the Exhibition. Arrive promptly to ensure sufficient time. If you need to get in earlier on April 29 or April 30, please let us know so we can arrange that with the hotel. (My contact information is below, and you can reach me on my cellphone during the event)

Also, on April 30 & May 1 & the presentations and keynotes start at 8 AM so if you are setting up, please try to keep the noise down.

**The hardcopy CMSE booklet has all the presentation times, coffee breaks, lunch, dinner, and networking events details. It is also on the CMSE website and includes the Final Floorplan and a list of exhibitors.**

| 28TH ANNUAL CMSE                | TUESDAY               | WEDSDAY                   | THURSDAY                  |
|---------------------------------|-----------------------|---------------------------|---------------------------|
| SCHEDULE                        | 29-Apr                | 30-Apr                    | 1-May                     |
|                                 | TUTORIALS<br>SEMINARS | KEYNOTES<br>PRESENTATIONS | KEYNOTES<br>PRESENTATIONS |
| CMSE EVENTS & EXHIBIT INFO      |                       | EXHIBITS                  | EXHIBITS                  |
| CMSE REGISTRATION               | 7:00 AM               | 7:00 AM                   | 7:00 AM                   |
| LUNCH                           | NOON-1PM              | NOON-1:45 PM              | NOON-1:30PM               |
| TUTORIALS.SEMINARS              | 8 AM-5:30 PM          |                           |                           |
| PRESENTATIONS/KEYNOTES          |                       | 8 AM-5:30 PM              | 8 AM-5:30 PM              |
| EXHIBITS HOURS                  |                       | 10 AM-7:30 PM             | 10 AM-2 PM                |
| EXHIBITOR SETUP                 | 6 PM-10 PM            | 7 AM-10 AM                |                           |
| STUDENT NETWORKING<br>RECEPTION | 530 PM- 7 PM          |                           |                           |
| CMSE NETWORKING<br>RECEPTION    |                       | 5:30 PM-8 PM              |                           |
| AWARDS/CLOSEOUT                 |                       |                           | ~5:30 PM                  |

*Figure 1 Event schedule.*

- The Venue has changed to the **RENAISSANCE LOS ANGELES AIRPORT HOTEL**
- Shipping instructions are on page 5.
- Please have **PACKAGES** “marked” attention: **CMSE CONFERENCE**  
 Care of Nancy Mendoza / Esetia Afu and your name and company name on the outside of the container”



- Discounted Event Parking: \$18.00 Self-Parking / \$45.00 Valet-Parking, Inclusive (Per Vehicle)
- Tables are ~2.5' x 6' and two chairs are provided per table and a wastebasket. If you need additional chairs let us know and we will get those for you at no charge.
- Wi-Fi is free.
- Booth spaces and table-tops include two chairs, a wastebasket, and a table. If you do not need the table let us know or need more chairs, let us know.
- Tabletops will be the same as last year ~2 ½' x 6'.
- Additional signage may be placed directly behind the table but please do not impinge on neighboring tables or attach anything to walls.
- Electrical power is available at no cost, at each exhibit space (110V/500W max) if you need heavy AC power, please let us know and we will work that out.
- **We suggest you bring your own power strip but if you cannot let us know and we will get that cost to you.**
- Most exhibitors can set up and take down their own booth display without the added cost of local site labor. (Help is available upon request)
- The Exhibit Hall is in the Renaissance Ballroom. The Presentation are in the International Ballroom.
- Exhibits are open from 10:00 AM to 8:00 PM on April 30 and 10:00AM -2PM on May 1 the registration table is in the hallway in front of "The Renaissance Ballroom". We have an extra table for exhibitor material and literature. The coffee breaks, lunch and Networking/ WELCOME RECEPTION BUFFET will all be in the exhibit area and annex area will have coffee breaks. You are encouraged to stay open during this entire time, as a continuous flow of attendees is expected throughout the entire event.
- The CMSE Symposium staff will assign Tabletop and Booth locations. Every effort will be made to accommodate special requests. Please make your selection "asap" when you receive our email requesting selection of table or booth location. The locations will be assigned in the order that the exhibitor PO was received. A final layout will be sent to you once the Tabletops and booths are assigned. **(See attached hotel layout, CMSE Exhibitor layout on page 7, & 8, respectively (as of 3/15/25))**
- **You can ship from the hotel, and we suggest that you bring shipping paperwork to ship any event material back home. All providers are available Fed-X, UPS, DHL, USPS.**



- **LEAD RETRIEVAL**

At check in you will scan a QR that will take you to a folder where you can download the full attendee list as of the first day of the conference.

At the conclusion of the event that same folder will include a soft copy of all the presentations made and an updated attendee list.

- **EXTRA BADGES FOR EXHIBITOR PERSONNEL can be purchased using this link below:**

**[2025 CMSE Additional Exhibitor Personnel Badge - TJ Green Associates LLC.](#)**

With the exhibit registration you receive one

(1) conference pass. Additional exhibit staff and each additional exhibitor staffing the booth is \$250 for two days, (including coffee & afternoon breaks, breakfast lunch and dinner and networking cocktail hours.) This two-day pass is for additional company employees working at a Booth or Tabletop. It includes coffee breaks, a full lunch and access to the evening welcome reception on Wednesday ~6-8 PM including a free drink pass. It does NOT include access to the technical presentations or the CMSE tutorials.

We can collaborate with you if you have clients or companies that want to attend the CMSE conference or exhibit only passes.

**Other questions, please contact:**

Tom Terlizzi CMSE Exhibits Chairman and Member of the Program Committee

631-269-3820 office or **516-807-9488 Cell.**

[terlizzi@tjgreenllc.com](mailto:terlizzi@tjgreenllc.com)



## INCOMING PACKAGES OPERATING PROCEDURE

1. The Renaissance Los Angeles Hotel cannot accept any drayage, package, or exhibit more than three days before the show's arrival due to limited storage.

**(Please have “attention: CMSE CONFERENCE Care of Nancy Mendoza / Esetia Afu and your name and company name on the outside of the container”**

2. The hotel's shipping address is:

Renaissance Los Angeles Hôtel  
9620 Airport Blvd.  
Los Angeles, CA 90045

### 3 SHIPPING AND RECEIVING

All charges will be posted to the guest room reservation or to the individual person attending the event unless your Event Manager (**Nancy Mendoza / Esetia Afu**) is notified in advance of other arrangements. Due to the limited storage space, we request that shipments not arrive any earlier than three (3) days prior to the group's arrival.

Receiving/Handling: Items will not be allowed to be accepted into the hotel no earlier than three (3) days prior to the

group's arrival.

#### **Receiving/Handling Fees (one-time fee)**

- a) Envelope/Pak - 1lbs \$5.00
- b) 2-10 lbs. - \$10.00
- c) 11-20 lbs. - \$20.00
- d) 21-50 lbs. - \$30.00
- e) 51-75 lbs. - \$45.00 (requires team lifting)
- f) 76-100 lbs. - \$65.00 (require team lifting)
- g) 101 lbs. and more - \$125.00 (requires team lifting)



## OUTGOING PACKAGES OPERATING PROCEDURE

Shipping/Handling: A charge per box/envelope will be assessed for handling of each outgoing package, in addition to the

standard postage/shipment fee.

**Shipping/Handling Fees (one-time fee) if packages are left overnight.  
Please collaborate with your shipper DED-X, UPS, to have them pick up  
your packages on May 1, 2025, to avoid this fee**

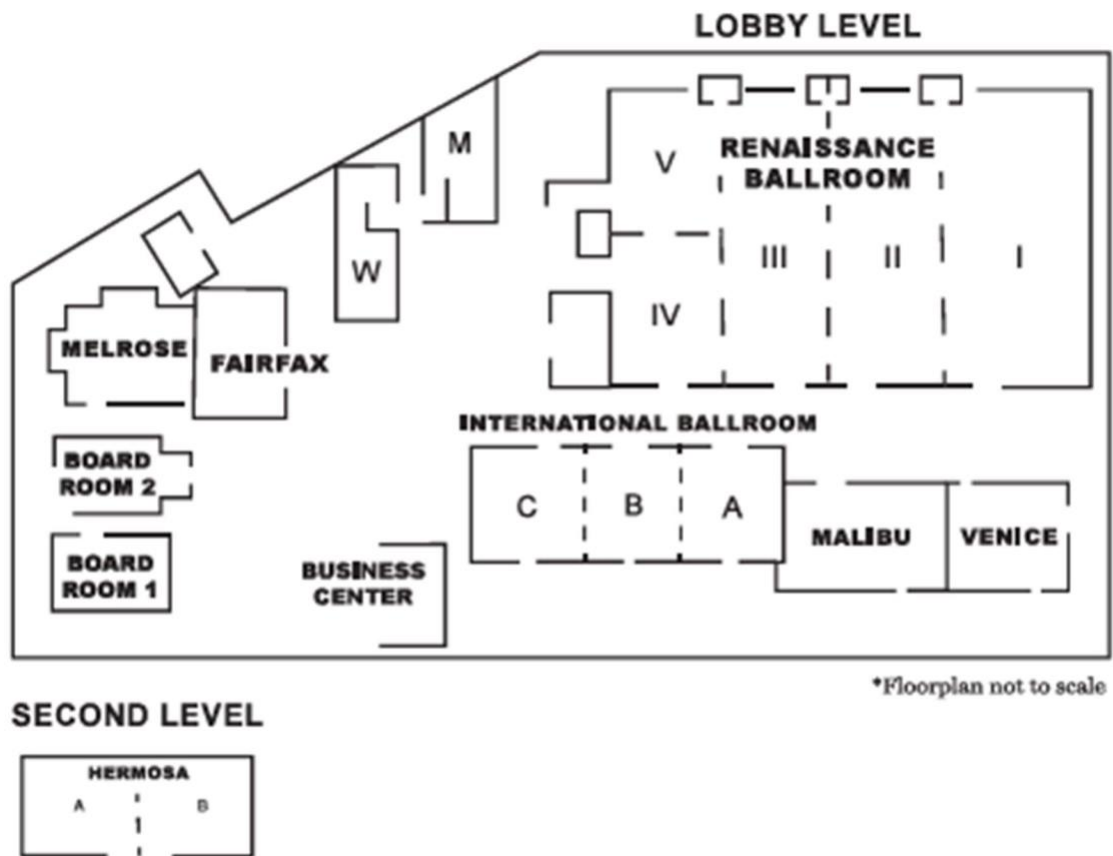
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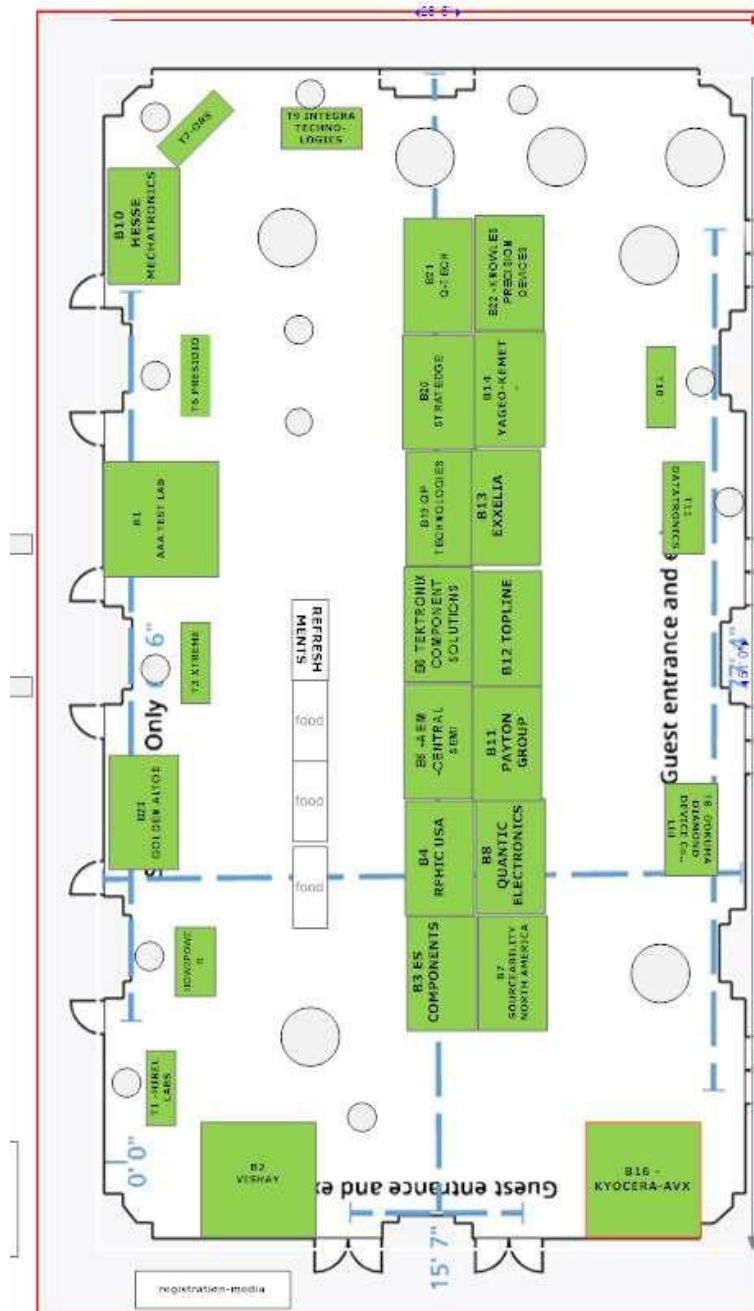
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**RENAISSANCE\***  
LOS ANGELES AIRPORT HOTEL

## RENAISSANCE LOS ANGELES AIRPORT HOTEL



*Figure 2 HOTEL MAP*



**Figure 3 -28<sup>TH</sup> ANNUAL CMSE EXHIBIT FLOOR LAYOUT AS OF 3-15-2025  
(Preliminary-final layout)**