



## **International Society of Bassists**

14070 Proton Rd. Suite 100  
Dallas, Texas 75244  
972/233-9107 ext. 204  
Fax 972/490-4219  
[info@ISBworldoffice.com](mailto:info@ISBworldoffice.com)  
[www.ISBworldoffice.com](http://www.ISBworldoffice.com)

Dear Bass Friends,

The International Society of Bassists invites you to be an exhibitor at its biennial convention at the Florida State University College of Music in Tallahassee, June 2-7, 2025. Over 1,000 bassists and their friends and families, guest musicians and exhibitors from 18 countries attended our last convention in 2023, and we expect another excellent turnout this year.

Due to the success of previous events, we know that attendees consider exhibits to be one of the most important parts of our conventions. Exhibit space will be in the Turnbull Conference Center on the Florida State University campus.

Information for housing both on and off campus coming soon!

Information on becoming an ISB convention exhibitor and/or advertiser is included in this kit. Please [register online](#), or return your completed exhibit contract to the ISB by fax, mail or email by April 15, 2025 to be included in the convention program. Secure your exhibit space soon - space is limited and is sure to go quickly!

We hope to see you at another fantastic ISB convention and bass family reunion!

*Madeline Crouch*

General Manager, ISB

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**2025 ISB Convention Exhibit Information**  
**Florida State University College of Music, Tallahassee, Florida, USA**  
**Turnbull Conference Center, June 2-7, 2025**

**Booths:** Spaces in Room 208 in the Turnbull Conference Center will be 10 feet wide x 8 feet deep pipe & drape spaces, which include an 8-foot backdrop and 3-foot sidewalls and one 8-foot or 6-foot covered table (optional), two folding chairs, and booth identification sign. Limit 4 spaces in Room 208.

**There is an option to share exhibit space with another company.**

**Pricing:**

- **Early bird \$675** per 10' wide x 8' deep pipe & drape space in Room 208 through April 15, 2025 or until space is sold out. **After April 15, \$775 per 10x8 space.**
- **Early bird \$375 per company** for one shared 10' wide x 8' deep pipe & drape space through April 15, 2025 or until space is sold out. **After April 15, \$425 per company.**
- **\$250 per non-profit organization** table in second floor atrium space (not secured overnight)

**Badges:**

- Each 10 ft wide by 8 ft deep exhibit space includes up to 3 all-access registrations and badges.
- Each private room includes up to 10 all-access registrations and badges.
- Each shared exhibit space includes up to 2 all-access registrations and badges per company.
- Each non-profit organization exhibiting in the atrium space will receive up to 2 all-access registrations and badges.

**Hours:**

<i>Set up times</i>	Monday, June 2 beginning 9 AM
<i>Exhibit hours</i>	Tuesday, June 3 - Friday, June 6, 9 AM to 5 PM Saturday, June 7, 9 AM until 12 PM
<i>Tear down</i>	Saturday, June 7 beginning 12 PM

**Move-in:** Exhibitors driving their own vehicles to the convention will receive instructions on where to unload and park their vehicles afterward.

**Move-out:** Move-out will begin Saturday, June 7 at 12 PM.

**Shipping:** Attention ISB Convention, June 2-7, 2025  
Turnbull Conference Center  
555 W Pensacola St.  
Tallahassee, FL 32306  
(850) 644-3801

No pallet jacks will be available. The ISB will provide hand trucks on loan.

Schedule shipments to arrive on or between Tuesday, May 27, 2025 and Friday, May 30, 2025, between 9 AM and 4 PM Eastern Time US.

Exhibitors will be responsible for making arrangements for outgoing freight, which must be picked up by Tuesday, June 10, 2025. Additional information for outgoing shipments will be provided closer to the convention date.

**Housing:** Information for meals and housing both on and off campus will be available soon.

**Payment in U.S. funds must accompany your exhibitor/advertiser contract.**

**Questions? Call 972/233-9107 ext. 204, fax 972/490-4219, or email [info@ISBworldoffice.com](mailto:info@ISBworldoffice.com).**

## 2025 EXHIBIT GUIDELINES/REGULATIONS

**APPLICATION AND ASSIGNMENT OF SPACE** - Applications will be made in writing on the contract form provided, online or offline, and must be accompanied by payment in full. Booth/space assignments will be made on a first come, first-served basis.

**CONTRACT FOR SPACE** - The application for space and the formal notice of assignment by the ISB constitutes a contract for the right to use the space allotted. In the event of fire, strike or other uncontrollable circumstances rendering the building unfit or unavailable to use, the contract shall not be binding.

**CONSTRUCTION OF EXHIBITS** - All exhibits must be arranged so as not to obstruct the view or interfere with other exhibits.

**RESTRICTIONS IN USE OF SPACE** - No exhibitor shall reassign, sublet or share his or her allotted space without the knowledge and consent of the ISB exhibits manager.

**CIRCULATION AND SOLICITATION** - Circulars or advertising matter of any description may be distributed only within the booth assigned to the exhibitor presenting such material. No exhibitor shall obtain exhibit space anywhere outside the designated exhibit area, and no firm or organization not assigned exhibit space will be permitted to solicit business within the exhibit area.

**NO SUITCASING OR OUTBOARDING** - Suitcasing is the act by suppliers soliciting business in the trade show aisles or other public areas of the show or in another company's booth without having purchased exhibit space. This includes distributing literature or marketing materials of any kind on the trade show floor. Outboarding is the act of conducting meetings with conference participants off the show floor (in hotels, restaurants, parking lots and other venues) without having purchased booth space at the show or securing advance permission of convention management. Please respect the vendors who support the ISB convention by investing significant time and money exhibiting at the convention.

**NOISE-MAKING EXHIBITS** - Exhibits that include the operation of musical instruments or audio equipment should be conducted or arranged so that the noise resulting from demonstrations will not unnecessarily disturb adjacent exhibitors and their patrons.

**INSURANCE & SECURITY** - The exhibiting firm acknowledges that neither the ISB nor the host university has responsibility for the exhibitor's property, and the exhibitor takes full responsibility for all risks to the property that the exhibitor brings to the exhibition. However, the ISB will provide security in the exhibit area during the day and overnight as it is able, and locking rooms to secure products and instruments if exhibitors wish. The ISB strongly encourages exhibitors to lock up valuable instruments, accessories, etc. at the end of each exhibit day.

**RESTRICTIONS IN OPERATION OF EXHIBITS** - The ISB reserves the right to deny an exhibit application, or restrict exhibits that, because of noise, method of operation, or any reason, become objectionable, and may also prohibit or evict any exhibit which, in the opinion of the management, detracts from the general character of the exhibit as a whole. The reservation includes persons, things, conduct, printed matter, or anything of a character that the management determines is objectionable to the exhibit. In the event of such restrictions, the ISB is not liable for any exhibit expense.

*Questions? Please contact:*  
Madeleine Crouch, General Manager  
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# 2025 ISB Convention Program Advertising Information



The International Society of Bassists invites you to advertise in the program book of its biennial convention at the Florida State University College of Music in Tallahassee, June 2-7, 2025. Your ad will reach an important and influential audience of performers, educators, double bass enthusiasts, collaborative musicians, students and their family members and guests.

<b>DEADLINES:</b>	<b>RESERVATION</b>	<b>CAMERA-READY ART</b>	<b>PUBLICATION</b>
	April 1	April 15	June 2025

- Payment is due with camera-ready art, payable by check or money order in U.S. funds to the ISB, or by MasterCard, Visa or American Express.
- Rates are non-commissionable.

### PROGRAM BOOK ADS DIMENSIONS & PRICES (Color or Black & White):

#### SIZE (W x H)

<input type="checkbox"/> Back Cover	\$950 <b>SOLD</b>
<input type="checkbox"/> Inside Front Cover (7.5"x10")	\$875 <b>SOLD</b>
<input type="checkbox"/> Inside Back Cover (7.5"x10")	\$875
<input type="checkbox"/> Full Page (7.5"x10")	\$775
<input type="checkbox"/> 2/3 Page (7.5"x6.7" or 5"x10")	\$575
<input type="checkbox"/> 1/2 Page (3.5"x10", 7.5"x5" or 5"x7.5")	\$425
<input type="checkbox"/> 1/3 Page (5"x5", 7.5"x3.3" or 2.5"x10")	\$350
<input type="checkbox"/> 1/4 Page (3.5"x5")	\$300
<input type="checkbox"/> 1/6 Page (2.5"x5" or 5"x2.5")	\$250
<input type="checkbox"/> 1/12 Page (2.5"x2.5")	\$200

### ADDITIONAL INFORMATION:

- All ads should be camera-ready.
- Send ads as press version PDF file (preferred), or as high-resolution JPG or PNG file.
- Advertisers will receive a copy of the convention program.

Name of Advertiser: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Prov: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Primary Contact Person: \_\_\_\_\_

**TOTAL ENCLOSED** (Payable in U.S. funds to ISB or by Visa/MC/AmEx) \$ \_\_\_\_\_

Check enclosed

Credit Card# \_\_\_\_\_ Exp \_\_\_\_\_ 3 or 4-digit security code \_\_\_\_\_

Name on card (please print) \_\_\_\_\_

Signature: \_\_\_\_\_

**Please direct all advertising copy and inquiries to:**  
INTERNATIONAL SOCIETY OF BASSISTS  
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## 2025 ISB Convention

Florida State University College of Music, Tallahassee, Florida, USA, June 2-7

### EXHIBITOR SPACE CONTRACT

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Prov: \_\_\_\_\_ Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Primary Contact Person: \_\_\_\_\_

I have read and understand the 2025 Exhibit/Guidelines. The undersigned hereby contracts for space at the 2025 ISB Convention according to published guidelines:

Signature of Primary Contact \_\_\_\_\_

For badges, please print the names of your exhibit staff:

1. \_\_\_\_\_ 6. \_\_\_\_\_

2. \_\_\_\_\_ 7. \_\_\_\_\_

3. \_\_\_\_\_ 8. \_\_\_\_\_

4. \_\_\_\_\_ 9. \_\_\_\_\_

5. \_\_\_\_\_ 10. \_\_\_\_\_

Atrium Tables (Non-Profit Organizations Only) \$ 250 x \_\_\_\_\_ of space(s) = \$ \_\_\_\_\_

8x10 Feet Pipe & Drape Space(s) \$ 675 x \_\_\_\_\_ of space(s)\* = \$ \_\_\_\_\_

\* \$775 after April 15

Sharing 8x10 space, \$375\*, with \_\_\_\_\_, or ISB assigns = \$ \_\_\_\_\_

\* \$425 after April 15

**Indicate choice of booth number(s):** 1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

I do not wish to be located next to \_\_\_\_\_

**How many covered tables** (6-foot or 8-foot) would you like with your exhibit space(s)? Qty \_\_\_\_\_ Size \_\_\_\_\_

**Will your exhibit require electricity?**  Yes  No

**Will you require parking for a truck or oversize van?**  Yes  No

**Advertisement in program** = \$ \_\_\_\_\_

(See advertising information rate sheet enclosed with this exhibit information kit)

Yes, I want to donate to the 2025 ISB Convention “**Exhibitors Bridge Fund**” to support presenters not affiliated with a sponsoring institution and for whom travel presents a financial hardship. You will be recognized as a Bridge Fund sponsor in the program and post-convention issue of *Bass World*.

\$500  \$250  \$100  Other \$ \_\_\_\_\_ = \$ \_\_\_\_\_

**TOTAL ENCLOSED** (Payable in U.S. funds or by Visa/MC/AmEx) = \$ \_\_\_\_\_

Please make checks (U.S. funds) payable to the International Society of Bassists. Payment by check or credit card must accompany this contract. Space assignments made based on availability, and your choice is not guaranteed.

Check enclosed

Credit Card# \_\_\_\_\_ Exp \_\_\_\_\_ 3 or 4-digit security code \_\_\_\_\_

Name on card (please print) \_\_\_\_\_ Signature \_\_\_\_\_

**Return your reservation for exhibit and advertising space by April 15, 2025 to qualify for early bird rates.**