

2004 IEEE International Conference on Acoustics, Speech, and Signal Processing

 **ICASSP 2004**
— Montreal

May 17 - 21, 2004

Fairmont Queen Elizabeth Hotel

Exhibitor Invitation





**International Conference
on Acoustics, Speech,
& Signal Processing 2004
May 17-21, 2004 - Montreal
www.icassp2004.com**



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Management
Conference Management Services
info@icassp2004.com
979-846-6800 (phone)
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www.icassp2004.com

Call for Papers

The 2004 IEEE International Conference on Acoustics, Speech, and Signal Processing (ICASSP 2004) will be held May 17-21, 2004, at the Fairmont Queen Elizabeth Hotel in Montreal, Quebec, Canada. Sponsored by the IEEE Signal Processing Society, ICASSP is the world's largest and most comprehensive technical conference focused on signal processing and its applications. The conference will feature world-class plenary speakers, tutorials, exhibits, and over 50 lecture and poster sessions on:

- Multimedia Signal Processing
- Image and Multidimensional Signal Processing
- Speech Processing
- Audio and Electroacoustics
- Sensor Array and Multichannel Signal Processing
- Signal Processing Theory and Methods
- Signal Processing for Communications
- Design and Implementation of Signal Processing Systems
- Machine Learning for Signal Processing
- Signal Processing Education
- Industrial Technology Track

Montreal is a fabulous metropolis that is truly a multicultural city. With 1.8 million inhabitants, it is the second largest city in Canada. ICASSP affords you an opportunity to visit this cultural mecca, taste the famed cuisine, discover the museums and boutiques, as well as experience the superb environs. Mountains, rivers, bicycle paths, amusement parks, sporting activities, theaters, night life and music await you in Montreal!

Prospective authors are invited to submit full-length, four-page papers for presentation in any of the areas listed above. All ICASSP papers will be handled and reviewed electronically; please see the conference website <http://www.icassp2004.com> for details. We also encourage the submission of proposals for tutorials and sessions on special topics. Proposals for tutorials should be submitted to Dr. Lang Tong at ltong@ece.cornell.edu while special sessions proposals should be sent to Dr. Aishy Amer at amer@ece.concordia.ca. Enquiries about the Industrial Technology Track should be addressed to Dr. Jennifer Trelewicz at trelewicz@us.ibm.com. Please note the following important dates and plan your schedule well in advance.

Important Dates:

Proposals for tutorials due by	September 26, 2003
Proposals for special sessions due by	October 3, 2003
Four-page, full-paper submissions to be received by	October 24, 2003
Notification of acceptance sent by	January 9, 2004
Author registration deadline	February 20, 2004
(one author per paper must register at a non-student rate by the deadline)	



Exhibitor's Invitation

We are delighted to invite you to participate in the 2004 IEEE International Conference on Acoustics, Speech, and Signal Processing, to be held at the Fairmont Queen Elizabeth Hotel in Montreal, Quebec, Canada, May 17 – 21, 2004. ICASSP 2004 will also present the 6th Annual Industrial Technology Tracks designed to promote industrial participation in which papers emphasizing industrial aspects and applications of signal processing will be featured. Some of the benefits enjoyed by exhibitors during ICASSP 2004 are:

- Special exhibitor session allowing exhibitors the opportunity to promote and display new technologies.
- Industrial Technology Tracks featuring papers on industrial aspects of signal processing.
- Tutorials in multimedia and other emerging DSP application areas.
- Mailing list of participants in ICASSP 2004.
- Promotion available through ICASSP 2004 announcements and website.
- Press facilities to encourage coverage of new products and other announcements.
- Centrally located exhibition area.
- Special food services available in the exhibit area.

For companies interested in recruiting, ICASSP 2004 encourages the exchange of employment information. Traditionally, ICASSP attendees include over 200 graduate students nearing the end of their programs of study, providing recruiters a great opportunity to seek out new and highly qualified applicants.

**ICASSP 2004 Exhibits
Conference Management Services, Inc.**
Attn: Christopher Garza
3833 Texas Avenue South, Suite 221
Bryan, Texas 77802-4015 USA
(979) 846-6800 (phone)
(979) 846-6900 (fax)
exhibits@icassp2004.com

www.icassp2004.com



Exhibitor Prospectus

Organizations are invited to exhibit at the 2004 IEEE International Conference on Acoustics, Speech, and Signal Processing at the Fairmont Queen Elizabeth Hotel in Montreal, Quebec, Canada. It is expected that over 1,400 participants will join in the combined technical program and product exposition, as well as other special events. The exhibit area is strategically located with respect to the main traffic flow of the conference activities. It will accommodate 20 booths.

Conference Dates:
May 17 - 21, 2004

Booth Pricing:

Exhibition Dates:
May 18 - 20, 2004

Early Registration (by February 20, 2004):
\$1,600 USD per booth

Expected number of delegates:
1,400 engineers, scientists, and professionals

Regular Registration (after February 20, 2004):
\$2,000 USD per booth

Exhibition Location:
Fairmont Queen Elizabeth Hotel
Montreal, Quebec, Canada

Please inquire about multi-booth discounts.

Exhibit booth Specifications:
10 feet wide by 8 feet deep

Each exhibitor will be provided a display booth, an identification sign, a skirted table with two chairs, daily aisle cleaning, nightly security, and one complimentary copy of the CD-ROM proceedings.

General inquiries and exhibitor registration should be directed to:

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Fairmont Queen Elizabeth

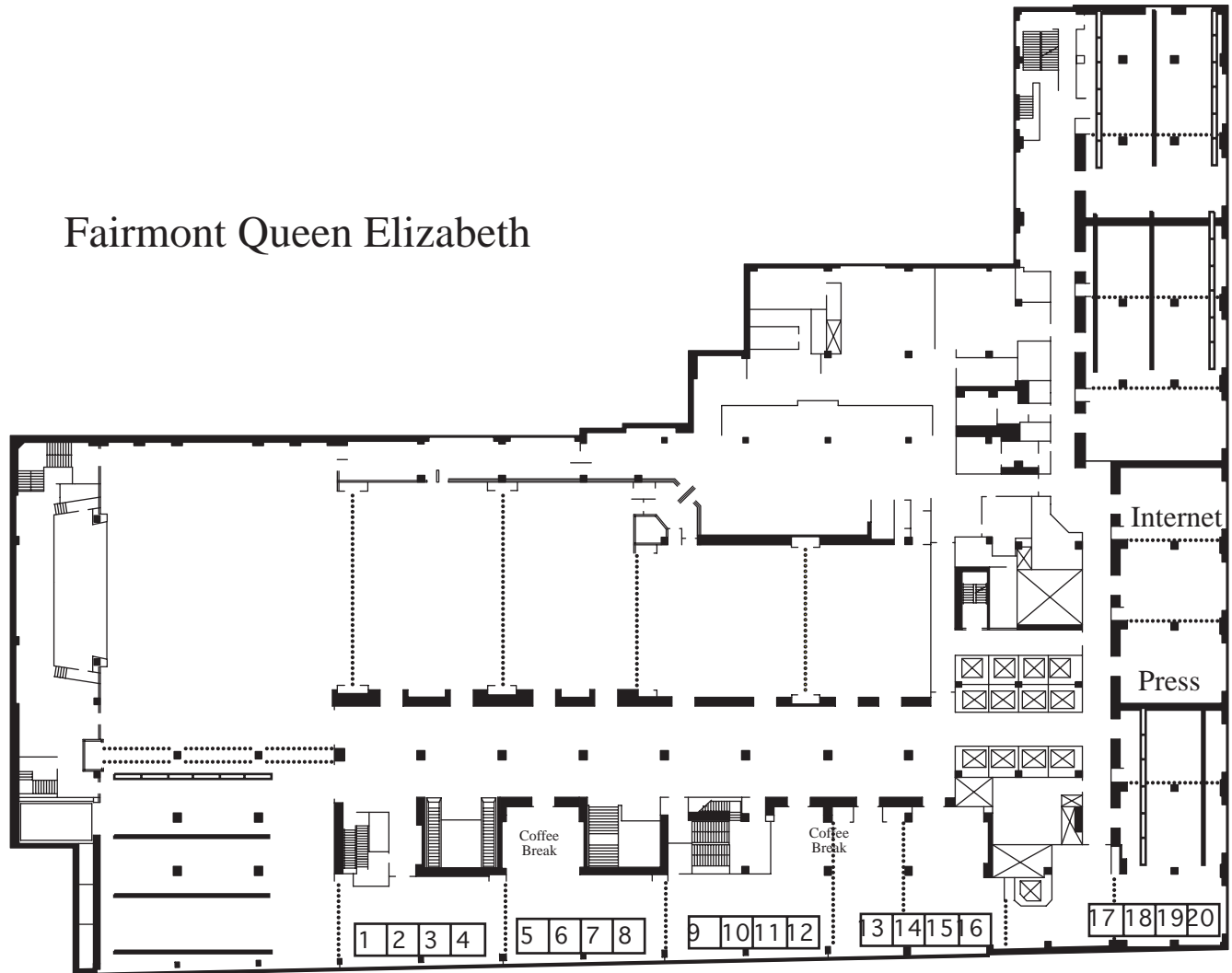


Exhibit Hours (Tentative):

Tuesday, May 18, 2004

1:00 pm - 6:00 pm

Wednesday, May 19, 2004

9:00 am - 6:00 pm

Thursday, May 20, 2004

9:00 am - 6:00 pm

Move In:

Monday, May 17, 2004

Noon - 5:00 pm

Tuesday, May 18, 2004

8:00 am - 11:00 am

Move Out:

Thursday, May 20, 2004

6:00 pm - 10:00 pm



Support Opportunities

ICASSP 2004 in Montreal promises to be one of the most exciting and well-attended conferences in the series. In addition to innovations in the conference and exhibit hall, we are offering new conference support opportunities for companies. The individual events or support items are listed below.

Conference Bags - \$20,000 USD

Benefits include: 1 booth in the exhibit hall, if desired; recognition on the website and at the conference.

Internet Facility - \$10,000 USD

Benefits include: 1 booth in the exhibit hall, if desired; recognition on the website and at the conference.

Conference Banquet - \$10,000 USD

Benefits include: 1 booth in the exhibit hall, if desired; recognition on the website and at the conference.

Welcome Reception - \$5,000 USD

Benefits include: 1 booth in the exhibit hall, if desired; recognition on the website and at the conference.

Conference Breaks - \$3,000 USD each

Benefits include: recognition on the website and at the conference.

For more information about the conference support opportunities, please contact:

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Support Agreement

The full payment of the conference support accompanies this application. We understand that, if accepted by ICASSP 2004, a written confirmation of this application will be returned to us. In the event the application is denied, ICASSP 2004 will promptly advise us and return the deposit.

Company Name _____

Contact Name & Title _____

Address _____

City/State/Postal Code/Country _____

Phone/Fax/Email _____

CONFERENCE SUPPORT REQUESTED _____ Cost \$USD

_____ \$ _____

_____ \$ _____

_____ \$ _____

_____ \$ _____

Total Support Cost \$ _____

Checks should be made payable to IEEE / ICASSP 2004, Federal Tax ID Number 13-1656633. If you wish to pay by credit card, please fill in the information below.

Credit Card Number for Support Fees (Visa / MasterCard / AmericanExpress)

_____ Exp MM / YY _____

Amount to Charge \$USD _____ Name on Card _____

Signature _____

In acceptance of this agreement, the parties thereto affix their signature:

Company Signature _____

Title _____ Date _____

ICASSP 2004 Signature _____

Title _____ Date _____

Send Agreement to:

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Exhibitor Information

Below, please fill in the contact information you would like published on the ICASSP 2004 website and in the conference program.

Contact Name & Title _____

Company Name _____

Address _____

City/State/Postal Code/Country _____

Phone _____ Fax _____

Website _____

Email _____

Company Information / Product Description:

Please indicate here that ICASSP 2004 has permission to place your company's logo on the ICASSP 2004 website in conjunction with your company name and other information.

Yes, you may place the company logo on the ICASSP 2004 website.

No, you may not place the company logo on the ICASSP 2004 website.

Please return form to:

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Exhibitor Badges

Please list below the names and titles of the individuals who will be working in your booth. Please provide this information with your application, if possible.

Company Name _____

Name _____

Title _____

Name _____

Title _____

Name _____

Title _____

Name _____

Title _____

Please return this form to:

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Exhibit Space Agreement

We hereby apply for exhibit space at ICASSP 2004. In making an application, we agree to exhibit under and comply with the accompanying Rules and Regulations printed under this agreement and with the Rules and Regulations in any subsequent Exhibitor Bulletin, which are hereby made a part of this contract. **IMPORTANT: Closing Date for discounted Rate and Initial Space Assignment is February 20, 2004.**

Each company participating in the exhibit must return this agreement, properly executed by an authorized company representative. Priority and booth selection space will be made according to application date, exhibit payment, individual applicant requirements and available space. Exhibit Management reserves the right to rearrange the floor plan and/or relocate exhibitors in the best interests of the total exhibit.

Company Name _____

Address _____

City/State/Postal Code/Country _____

Phone _____ Fax _____

Please address further correspondence to _____

Phone _____ Email _____

We will exhibit the following kinds of products _____

Please reserve ___ booths at the **Early / Regular** rate. Booth numbers requested (in order of preference): _____

A 50% deposit must be submitted with this application. Checks should be made payable to IEEE / ICASSP 2004, Federal Tax ID Number 13-1656633. **NOTE:** Any booth application received without the deposit is subject to reposition in the Seniority Assignment listing maintained by Exhibit Management.

The Exhibitor indemnifies and agrees to hold harmless the IEEE (ICASSP 2004) Conference and the Fairmont Queen Elizabeth Hotel and their officers, directors, employees and agents, from and against any actions, losses, costs, damages, claims and expenses, including legal fees, arising from any damage to property or bodily injury to exhibitor, exhibitor's agents, representatives, employees or contractors by reason of the exhibitor's occupancy or use of the exhibit facilities.

Approved by _____ Date _____

Title _____ Company _____

Phone _____ Email _____

ICASSP 2004 Signature _____ Date _____

Credit Card Number for Booth Fees (Visa / MasterCard / AmericanExpress) _____

Exp MM / YY _____

Amount to Charge \$USD _____ Name on Card _____

Signature _____

Return this application with payment to:

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EXHIBITOR BASIC TERMS & CONDITIONS

1. Display space will be assigned by the Conference in accordance with the conditions outlined in the DISPLAY SPACE ASSIGNMENT which forms part of this agreement. In the event of a duplicate application for the same space, the assignment priorities stated in the EXHIBIT RULES shall be used.
2. The Exhibitor shall remit with this agreement 100% of the total booth rental, as determined elsewhere in this agreement.
3. In the event of cancellation of this agreement by the Exhibitor prior to the date of the conference, the Conference will assess a cancellation charge according to the following schedule:

Cancellation after March 26, 2004	100% of booth rental
Cancellation on or before March 26, 2004	50% of booth rental

- The Conference reserves the right to reassign space, withstanding the cancellation fee.
4. In the event the Conference does not accept this agreement, the Exhibitor will be promptly notified, and the fees returned.
 5. The Exhibitor agrees to accept from the Conference, billing for any charges rendered during the conference in conjunction with services performed or administered by the Conference and requested by the Exhibitor. These charges may include, but are not limited to, surcharges for materials or services requested by the Exhibitor through the Conference. All such charges are due and payable in full within thirty (30) days of receipt of an invoice from the Conference.
 6. The Exhibitor agrees that the Conference or its sponsor(s) shall not be liable for any damages, whether to person or property, for any reason whatsoever by reason of use, occupation, or enjoyment of the space by the Exhibitor or any person therein with the consent of the Exhibitor, and that the Exhibitor shall indemnify and keep harmless the Conference and its sponsor(s) from all liability on account of such damage or injury, regardless of cause, by the Exhibitor, its representatives, agents, or contractors.
 7. In the event the site of the conference shall, in the sole discretion of the Conference, be unfit for occupancy or substantially interfered with by reason of any cause(s) not within the control of the Conference, this agreement may be terminated by the Conference. "Cause" or "causes" may include, but shall not be limited to: fire, flood, epidemic, earthquake, explosion, accident, blockage, embargo, weather, governmental restraint or orders of restraint from local or national civil or military authorities, act of public enemy, riot or civil disturbance, inability to secure appropriate labor, impairment of transportation or facilities, or inability to obtain, for whatever reason, necessary supplies, equipment, or clearances, or by rule of federal or local law, or any circumstances deemed as act of God. Should the Conference terminate this agreement pursuant to the provisions of this section, the Exhibitor waives any and all claims for damage arising therefrom. The Exhibitor further agrees that the Conference liability is limited to a refund of monies paid prior to the termination. Should the conference be underway, the Exhibitor shall expect the Conference to adjust the refund to reflect a pro rata adjustment based on the number of hours the conference shall have been in operation prior to the termination. This provision shall not relieve the Exhibitor of any liability arising from the provisions of Section 6 above, and all monies due to the Conference in regard shall be paid notwithstanding.

EXHIBIT RULES

These rules and regulations are supplemental to the EXHIBITOR BASIC TERMS AND AGREEMENTS, and they have been established for the protection of everyone. (The word "management" as used herein shall mean officers, committee members, or employees acting with authority from ICASSP 2004).

1. BOOTH IDENTIFICATION

Absolutely NO company identification may be placed outside the area of the booth. No identification may be placed on posts or pillars adjacent to booths occupied by exhibitors, or on carpeted areas of the aisles beyond the standard booth limits.

2. DISTRIBUTION OF SOUVENIRS AND SAMPLES

To achieve greater exposure and attention exhibitors may donate items to be given away in a daily door prize drawing if one is established by the conference management. Souvenirs or samples which have no resale or negotiable value may also be given away. Any distribution must be conducted within the exhibitor's designated booth space. In all cases, exhibitors planning giveaways of any nature should make arrangement well in advance with the show management, which reserves the right to prohibit the distribution of anything which, in its opinion, is not in keeping with the character of the conference.

3. DISPLAY REQUIREMENTS AND RESTRICTIONS

All displays or exhibited materials must be fireproof to conform to local fire regulations. Displays must be self-supporting and nails or screw are not permitted in building floors or walls. Displays must be wholly confined within exhibitor's booth and must not obstruct the clear view of nearby exits or other exhibits.

ALL WIRING ON BOOTHS OR DISPLAY FIXTURES MUST CONFORM TO LOCAL ELECTRICAL AND LOCAL FIRE DEPARTMENT REGULATIONS.

The side of any display cabinet or structure facing a side aisle, or adjacent exhibitor's booth, must be finished or suitably decorated at the expense of the exhibitor erecting or installing such display.

No exhibit may exceed eight feet high and that only within the area extending three feet from the back wall. Maximum height of the displays in the balance of the area is four feet, except that products to stand on the floor may extend higher than this limit, but must be positioned as close to the back wall as possible, to avoid blocking the view of adjoining exhibitors.

NOTE PARTICULARLY THAT NO PART OF A SIGN OR SOLID DISPLAY MAY EXTEND HIGHER THAN EIGHT FEET ABOVE THE FLOOR.

NOTE: ANY DISPLAYS NOT CONFORMING TO THE EXHIBIT SPECIFICATIONS OUTLINED IN THESE RULES MUST BE APPROVED BY THE CONFERENCE MANAGEMENT IN WRITING PRIOR TO THE MOVE-IN DATE.

4. BOOTH PERSONNEL & ACTIVITIES

With the exception of convenience help, such as secretaries or professional product demonstrators, all booth personnel must be REGULAR EMPLOYEES of the company, or its representatives, who are fully capable of explaining the technical aspects of products or processes on display on an appropriate level at the conference.

No exhibitor may advertise or promote any outside activity, such as an open house or separate exhibits wherever located, occurring during the hours ICASSP 2004 exhibits are open, or which detracts from the exhibit or convention operations.

Only registered exhibitors may publicly advertise hospitality rooms and only on those bulletin boards provided in the exhibit area.

5. LIABILITY AND THEFT

Show and hotel management will not be responsible nor liable for injury to the person or property, nor loss of property of exhibitors, their guests, invitees, employees, or agents. Furthermore, the exhibitor agrees to defend or hold harmless the conference, its directors, employees, and agents from any liability of personal injury and loss or damage to property. EXHIBITORS SHOULD INSURE AGAINST SUCH CONTINGENCIES. Damage to inadequately packed property is exhibitor's own responsibility. If exhibit fails to arrive, exhibitor is nevertheless responsible for the booth rental.

Exhibitors should be on hand to supervise during set-up and dismantling of products, projection equipment and other items of high value. At least one person should remain with the exhibit until visitors have left the premises at the closing hour each day.

At move-out, specific arrangement should be made to package or place under lock any items of extremely high value and especially items of general interest such as small instruments, walkie-talkies, high fidelity equipment, projectors, etc.

6. SUB-LETTING EXHIBIT SPACE

No exhibitor may assign, sublet or apportion any of the space contracted for by him/her or their company.

7. MATERIALS HANDLING

The handling of exhibitor's material into and out of and within the exhibit buildings shall be at exhibitor's expense. Exhibitor's empty crates, boxes and cartons will be removed from the show area before the opening.

8. A security guard, supplied by the conference, will prevent entry to exhibit areas by anyone not authorized by ICASSP 2004 management, or not wearing proper badge for admission to such areas. A WATCHMAN SERVICE DOES NOT GUARANTEE EXHIBITORS AGAINST LOSS: NEITHER DOES IT IMPLY AN ASSUMPTION OF LIABILITY FOR EXHIBITOR'S PROPERTY BY THE CONFERENCE.

Any equipment to be removed from the exhibit area during the conference must be authorized by the Exhibit Manager in conjunction with the specific exhibitor.

9. INTERPRETATION OF RULES

Conference management shall have final authority as to the interpretation of these rules and their applications and shall have the authority to establish penalties in the event of violations.

10. AMENDMENTS TO RULES AND REGULATIONS

Conference management reserves the right to amend these rules and regulations or to make additions thereto.

11. BOOTH ASSIGNMENT PRIORITY

In the event of duplicate application for the same space, priorities will be based on the application postmark date.