

Registration and Hotel

Q. What does my registration fee include?

A. Your registration fee includes access to the ICAS Convention exhibit hall throughout the convention. It includes participation in all of the one-hour breakout sessions scheduled on Sunday, Monday, Tuesday and Wednesday during the convention. It includes your participation in the welcome reception on Sunday night, lunch on the exhibit hall floor on Monday, a sit-down lunch on Tuesday afternoon for the Pinnacle Awards presentations, dinner on Wednesday night at the Chairman's banquet, and participation in the Survivor Party on Wednesday evening following the Chairman's Banquet.

Q. Can I use last year's badge? I printed my confirmation and just stuck it in there.

A. No. The badge issued to you by ICAS for last year's convention or any previous ICAS Convention provided access to you for those events. To participate in this year's ICAS Convention, you must have credentials for this year's ICAS Convention.

Q. Can I register for the convention and special seminars on-site?

A. Yes. Please note that after November 1, on-site rates will apply.

Q. If I'm registered and then am unable to attend, can someone else replace me without an admin charge?

A. Yes. Please contact ICAS Headquarters with any questions.

Q. What is your refund and cancellation policy?

A. Refunds:

1. No refunds on cancellations received after October 31, 2015.
2. Registration cancellations received on or prior to October 31 are refundable, less \$50 admin fee.
3. Seminar cancellations received on or prior to October 31 are refundable, less \$25 admin fee.

A. Cancellations

1. Cancellation requests must be received in writing at ICAS headquarters.

We recommend emailing icas@airshows.aero, especially if it's close to the refund deadline.

Q: What is the best way to get from the airport to the Rio Hotel?

A. Your best bet is to cab it. Fares from McCarran Airport to the Rio Hotel are typically \$18-\$20, plus tip.



Q: What amenities do I get when I reserve a room in the ICAS block at the Rio?

A. For booking your room at the host hotel, you receive a discounted room rate of \$89/night and free internet access for up to two devices per room.

Q. I paid my booth fee, why do I have to pay registration fee?

A. The booth fee provides you with space in the ICAS Convention exhibit hall at a very inexpensive rate. But it does require that you also register personnel to man the booth as convention delegates. We keep the two fees separate to provide you with maximum flexibility.

Q. Where is _____?

A. All education sessions, the welcome reception, the opening general session, luncheon, and banquet are held in the Rio Convention Center area. From the registration desk, turn right, then left down the main hallway. For directions to Rio locations, follow the hotel and casino signage in the hallways and lobbies or the front desk can provide you with a map.

Q. My spouse accompanied me this week, what can she/he do to entertain herself/himself?

A. We recommend asking the hotel's concierge or visiting www.lasvegas.com for information on shows, events or other activities taking place in the city.

Q. Is there free Wi-Fi in the rotunda/exhibit hall/event space?

A. Yes.

Q. Where can I park my RV/Trailer for the week while I'm here?

A. If you plan on bringing your oversized vehicle to the convention, please contact our event manager or Mary Quigg at 703-623-7304.

Q. Can my staff help man my booth even if they are not registered for the convention?

A. No. Except for the last exhibit hall session on Wednesday, December 9, every individual on the exhibit hall floor must be a registered ICAS Convention delegate.

The Exhibit Hall

Q: My air show is a nonprofit organization. Do you have any non-profit discounts on the registration/booth space?

A. Unfortunately, no. ICAS is itself a nonprofit corporation and more than half of the delegates attending the convention are representing air show-related nonprofit organizations. So, we are not able to offer nonprofit discounts.



Q. Can I get/stay in the hall? It's my booth, I paid for it, so I should be able to access it any time I want?

A. Rules state exhibitors can enter 30 minutes prior to opening and stay 30 minutes after closing. Please reference Exhibitor Rules at www.airshows.aero/GetDoc/2539

Q. I have a plane to catch and need to break down my booth early.

A. Rules state that breaking down early will cost you seniority points. Please reference Exhibitor Rules at www.airshows.aero/GetDoc/2539

Q. May I set up my booth in the morning before the first exhibit hall session?

A. No. All booths must be set up by Sunday, December 6, unless special arrangements were made prior to the convention.

Q. May I take a helper into the hall with me (only during set-up) to help me without their having to register?

A. Yes, but only during set-up and if arrangements for this have been made in advance.

Q. May I purchase a booth for next year after the exhibit space draw?

A. No. Upon their return to the ICAS office after the convention, ICAS staff will process the exhibit space draw contracts, before inviting the remaining membership to select booths for next year.

Q. I don't have an Exhibit Hall booth. Can I come in and sell my product?

A. No. "Suitcasers" are strictly prohibited from selling on the Exhibit Hall floor. In trade show parlance, "suitcasers" are individuals or organizations that attend trade shows and sell from the trade show floor without reserving a booth. This practice is a form of theft and is prohibited at the ICAS Convention. If you see non-exhibiting personnel selling from the trade show floor, we ask that you alert an ICAS staff member immediately.

Q. I'm not really in the business anymore so don't need a registration but I want to see/talk to my friends in the hall, can I just go in for a few minutes?

A. The last exhibit session of the convention allows for guests to enter the hall.

Education Sessions and Paid Seminars

Q. This is my first ICAS Convention. Should I attend the First Timers' Orientation on Sunday afternoon?

A. Yes. For more than two decades, this session has been offered as a tool to help newcomers better understand and navigate the ICAS Convention. The format – part lecture, part interactive discussion – has evolved to meet the needs and interests of air show professionals attending their first event. If that describes you, it will likely be a good use of your time.



Q. Do I pay extra for seminars? Why?

A. Yes, the Air Force Open House Workshop, the Air Shows 101 Air/Ground Operations Training Seminar, the Sponsorship for Events Workshop, the Air Shows 102 Air Show Business Basics Course, and the Air Boss 201 Workshop are all courses for which ICAS incurs significant additional costs. We charge a separate fee to pay for those additional costs. But all of the one-hour break-out sessions offered by ICAS during the convention are available to ICAS Convention delegates at no additional cost.

Q. I understand that ICAS is offering training for Aerobatic Competency Evaluators on Sunday, December 6. I am not an Aerobatic Competency Evaluator, but I'd still like to attend. Can I?

A. No, the session on Sunday afternoon has been organized and will be conducted specifically for our evaluators. Non-ACEs are not invited to this session.

Q. I am an Aerobatic Competency Evaluator. Am I required to attend the training session on Sunday, December 6?

A. ICAS ACEs are required to participate in re-currency training not less than once every two years to maintain their ACE status. We strongly encourage all ACEs to attend this important training session, particularly if you did not attend a session last year and would like to continue serving as an ACE next year.

Q. Will the session handouts be available on the ICAS website? Where will I find them and when will they be available?

A. Yes. Education Session handouts will be available on the ICAS website under the Convention dropdown menu, Convention Education Session Handouts submenu. They will be available no later than the Monday following the convention.

Ticketed and Social Events

Q. I want my wife/husband to attend the banquet with me. A friend is leaving early and gave me his ticket. Can I use it for my wife/husband?

A. No, registration fees or portions of registration fees are not transferrable. If your husband/wife would like to attend the banquet with you, we would love to have him/her, but he/she will need to buy a ticket to the event.

Q. I won't be able to make it to the Banquet. Can I get a refund for the amount of the banquet?

A. No, ICAS does not refund portions of the registration fee.

Q. Am I required to have a reservation to attend the luncheon and banquet?

A. Yes.



Q. Does my guest need a ticket for (reception/luncheon/banquet)

A. Yes. Welcome Reception and Pinnacle Awards Luncheon are \$50 each; Chairman's Banquet is \$75.

Q. I want to reserve a table for lunch/dinner but I don't know the names of everyone that will be sitting with me yet. Can I just reserve a table and come back and tell you the names later?

A. No, it really is necessary to have all the names so we may ensure that someone in your party isn't already sitting with another group and have duplicate reservations.

Q. I would like to bring my wife/husband/friend to the welcome reception/luncheon/banquet. Can I buy single-event social event tickets?

A. Yes, social event tickets for guests can be purchased at the convention registration area. Prices are \$50 for the Welcome Reception and the Pinnacle Awards Luncheon, and \$75 for the Chairman's Banquet.

Q. The hotel wants to charge me for bringing in my own wine to the banquet...can they do that?

A. The hotel does not allow outside food and beverage, should you bring your own, they can charge you a corkage fee.

Q. Can I get a refund for my social event ticket? I didn't use it, see, here it is?

A. There are no refunds.

Q. What should I do if I have special dietary needs?

A. Prior to the convention, please email your dietary restrictions to Erin Quigg at erin.quigg@conferencedirect.com. Upon arrival at the ICAS registration desk, inform a staff member and they will provide cards for you to complete and present to the wait staff at both the Tuesday luncheon and Wednesday banquet.

Q. Where do I pick up and return my tuxedo for the banquet?

A. Tuxedo rental information and the Tuxedo Junction ordering form is available by [clicking here](#). Pre-ordered tuxedos will be delivered to the Rio bell desk on Monday, December 7, by 2:00 pm. After the event, return tuxedos to the Bell Desk on Thursday, December 10, before noon and they will be collected by Tuxedo Junction at no extra charge.



Q. Where can I purchase social event tickets for guests, and what are the costs?

A. Any registered delegate may purchase a social event ticket for a guest at the ICAS registration desk or online at www.airshow.aero. Welcome Reception and Pinnacle Awards Luncheon are \$50 each; Chairman's Banquet is \$75.

Q. I hear a lot of talk about the bar. Why is that so important?

A. Right from its beginning, the informal interaction of air show colleagues has been a critical element of the success of the ICAS Convention. And much of that informal interaction takes place at the bar in the lobby of the hotel hosting the event. There's no requirement that you drink alcohol, but some of your most helpful conversations will take place after hours as fellow convention delegates share lessons learned...good and bad.

Q. Why are the drink prices so expensive at the hotel bar?

A. Drink prices – beer, wine and liquor – have been increasing steadily over the last several years. ICAS is often able to negotiate discounts or coupons for our members, but the hotel's management makes pricing decisions. We advocate on your behalf, but there are many considerations beyond our control that come into play.

Administrative Questions

Q. When will the jet team schedules be announced at the convention?

A. Yes, at the Opening General Session, Monday, December 7.

Q. Where can I then get a copy of the jet team schedules?

A. There will be copies at the ICAS registration desk, on the tables in the rotunda, and at the front entrance of the exhibit hall.

Q. How often will you print air show schedules during the convention?

A. Twice a day.

Q. Where do I bring my future air show dates for inclusion in the air show schedule?

A. There will be forms at the ICAS registration desk for that purpose.

Q. Where do I bring my performer dates for the air shows I've committed to for next year?

A. There will be forms at the ICAS registration desk for that purpose.



Q. Where is the most recent show schedule?

A. Go to www.airshows.aero/Page/ASCalendar and you can use the By Location, By Date, By Military Jet Team, or Other Calendar Options dropdown menus to find updated show listings.

Q. Where can I print a contract/boarding pass/show tickets?

A. At the ICAS Internet Café in the rotunda.

Q. What is the dress for the convention?

A. Dress is business casual (khakis, polos, etc.)

1. On Flight Suit Day, Tuesday, December 8, all pilots and performers typically wear their flight suits.

2. The Chairman's Banquet is "black tie optional." Many delegates choose to wear tuxedos (Mess Dress for military), and evening dresses, but you will not feel out of place if you come in less formal attire. Tuxedo rental information and the ordering form for Tuxedo Junction is available by [clicking here](#). Pre-ordered tuxedos will be delivered to the Rio bell desk on Monday, December 7, by 2:00 pm. After the event, return tuxedos to the Bell Desk on Thursday, December 10, before noon and they will be collected by Tuxedo Junction at no extra charge.

Q. Is a password needed to use the Internet Café?

A. No.

Q. I'm having a great time and want to share my experience. What social media outlets does ICAS use?

A. ICAS can be found on any of the major social media outlets:

On our main Facebook page: www.facebook.com/ICASHQ

On our convention Facebook page: www.facebook.com/ICASConvention

On Twitter: twitter.com/ICASHQ

On Instagram: instagram.com/icashq

Please feel free to use the Social Wall feature on your 2015 ICAS Convention mobile app and use **#ICAS15** for all of your convention-related social media posts.

Q. Where and when is next year's convention?

A. Paris Las Vegas, December 5-8, 2016.

