



THE NATIONAL CENTER
FOR SIMULATION

The National Center for Simulation
3039 Technology Parkway – Partnership III
Orlando, FL 32826

December 16, 2013,

To Potential Exhibiting Vendors:

Thank you for inquiring about demonstrating your product(s) to Team Orlando. The manner for accomplishing this is through Team Orlando's quarterly Industry Days located at the UCF Partnership III Building, 3039 Technology Parkway, Orlando, FL 32826. Space availability is based on a first-come first-served basis.

Table top demonstrations are held in a large conference room; up to 12 demonstrations will be set up concurrently. For each vendor Team Orlando will provide one power outlet; one internet connection site; one 6' x 2' table; and 2 chairs. All other materials needed for demonstration will be your responsibility. Loading will be via a passenger elevator or stairway at the front of the building.

Please keep in mind other companies will also be presenting alongside you, so please be considerate when demonstrating your product(s). After your presentation if you would like to meet and talk one on one with someone, space is available on a 15 minute sign-up basis.

A table top space has been tentatively reserved for you at the next available Team Orlando Industry Day which is scheduled for **Thursday, January 30, 2014**. Upon receipt of the signed Vendor Demonstration Agreement Form (attached), the reservation will be finalized. Fax or e-mail the completed Vendor Demonstration Agreement forms to the National Center for Simulation, attention Mr. George Cheros. The NCS fax is (407) 384-0043. E-mail is gcheros@simulationinformation.com.

Completed forms must be returned at any time before the scheduled demonstration, but **no later than January 8, 2014**; early returns provide more time to publicize your participation in Team Orlando's Industry Day.

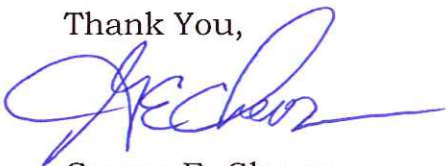
If the Vendor Demonstration Agreement form is not received before the cutoff date, you will need to request to be scheduled for the next Team Orlando Industry Day.

In order to target the best possible audience for your demonstration, a brief (< 250 words) narrative describing your product(s) and its capabilities is required. To the extent possible, keep the language clear and non-technical and therefore applicable to the widest range of audience.

The narrative will be used to publicize your participation in the Team Orlando Industry Day and help elicit attendance to the event. Please be aware, however, that while a conscientious effort will be made to generate interest in your demonstration, attendance by Team Orlando personnel is not guaranteed.

We are looking forward to hosting your company and seeing your product demonstrated. If you have any questions, please feel free to contact me.

Thank You,



George E. Cheros
Operations Director
National Center for Simulation