

May 13, 2020

Dear Exhibitor,

The Pittsburgh Conference on Analytical Chemistry and Applied Spectroscopy is closely monitoring developments regarding the Coronavirus pandemic (COVID-19) and the impact it presents to our exhibitors and attendees. We will continue to take proactive measures to ensure the health and safety of all exhibitors, attendees, and staff members moving forward.

In the event that COVID-19 issues cause cancellation of the 2021 Conference, Exhibitors will be offered two options:

- 1) Exhibitor agrees to apply their payment to 2022.
 - a. Pittcon will waive all administrative fees.
 - b. Pittcon agrees to apply all payments received for Pittcon 2021 booths toward the cost of Pittcon 2022 booth space. Exhibitors will pay any remaining balance in the event of an increase in booth pricing or an increase in number of booths selected.
 - c. In addition, the 2021 year (cancelled) will count toward your company's seniority for future placement on the floor.
- 2) Exhibitor requests refund.
 - a. The exhibitor will receive a full refund minus a 5 % fee to cover the processing cost of the financial refund.

We appreciate your continued support as we work to provide our valued exhibiting companies an opportunity to meet their current and prospective customers in a direct face-to-face environment. Although the current global crisis has no defined timelines, we are doing all we can to be prepared to serve you and our other loyal Pittcon attendees as soon as that can be fulfilled in a safe environment.

Kind Regards,



Neal Dando, PhD
President, Pittcon 2020