



## EXHIBITION SPACE BOOKING FORM

Please complete and return to the EACR25 Congress Secretariat

Email: [wessel@newway-management.com](mailto:wessel@newway-management.com)

- Save the PDF to your desktop and open with Acrobat Reader
- Complete the form electronically: Use “Add Text” tool above the form to fill in
- When completed electronically, please print out and sign
- Only completed signed forms will be accepted

### Company Name and Address

The company name as it should appear in official listings, e.g. in the Digital Proceedings Book:

Name: \_\_\_\_\_

Contact person: \_\_\_\_\_

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

Postal code: \_\_\_\_\_ City: \_\_\_\_\_

Country: \_\_\_\_\_ Tel: \_\_\_\_\_

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

### We wish to reserve the following exhibition space

<b>First Choice:</b>	Booth nr _____	Surface: _____	sqm: _____
<b>Second Choice:</b>	Booth nr _____	Surface: _____	sqm: _____
<b>Third Choice:</b>	Booth nr _____	Surface: _____	sqm: _____

<input type="checkbox"/> <b>Early rate ALL INCLUSIVE (9 sqm)</b> (Signed booking form received by 29 March 2018) Includes: shell scheme walls, carpet, 1 counter with stool, 1 table, 2 chairs, brochure rack, electricity socket, lighting, fascia sign	<b>€ 3 645</b>
<input type="checkbox"/> <b>Early rate SPACE ONLY</b> (Signed booking form received by 29 March 2018) Includes no materials or construction.	<b>€ 295/sqm*</b>
<input type="checkbox"/> <b>Late rate ALL INCLUSIVE (per 9sqm)</b> (Signed booking form received after 29 March 2018) Includes: shell scheme walls, carpet, 1 counter with stool, 1 table, 2 chairs, brochure rack, electricity socket, lighting, fascia sign	<b>€ 4 275</b>
<input type="checkbox"/> <b>Late rate SPACE ONLY</b> (Signed booking form received after 29 March 2018) Includes no materials or construction.	<b>€ 350/sqm*</b>

\* EACR Sustaining Members can benefit from the first 9 sqm free of charge (space only) when booking a minimum of 18 sqm. Additional space is charged at the applicable rate (early/late).

All rates exclude VAT.



## We wish to reserve the following Exhibitor Spotlight:

An Exhibitor Spotlight Session provides the opportunity for exhibiting companies to increase their exposure during EACR25 by hosting a 15 minute session taking place directly on the exhibition floor.

Saturday 30 June 2018	Time	Rate
<input type="checkbox"/> Exhibitors' Reception • 18:30 - 20:00 <i>Only available with sponsorship of the Exhibitors' Reception</i>	15 minutes	€ 3 500 (EXCL. VAT)
Sunday 1 July 2018	Time	Rate
<input type="checkbox"/> Coffee Break 1 • 10:05 - 10:35	15 minutes	€ 3 500 (EXCL. VAT)
<input type="checkbox"/> Coffee Break 2 • 16:05 - 16:35	15 minutes	€ 3 500 (EXCL. VAT)
Monday 2 July 2018	Time	Rate
<input type="checkbox"/> Coffee Break 3 • 10:05 - 11:00	15 minutes	€ 3 500 (EXCL. VAT)
<input type="checkbox"/> Coffee Break 4 • 15:50 - 16:20	15 minutes	€ 3 500 (EXCL. VAT)

## Invoicing Data

- Only one invoice address may be used. If updated or additional invoices are subsequently requested using a different address, a € 100 administrative fee will be charged
- All invoices must be settled in full by the payment date indicated on the invoice (30 days) or before the start of the Congress should this date fall first
- In the event that an invoice remains unpaid after a settlement date, the EACR reserves the right to deny access to the Congress

## Invoicing Details

Name company or agency: \_\_\_\_\_

Contact person: \_\_\_\_\_

PO number/reference number: \_\_\_\_\_

VAT/Tax ID Number \_\_\_\_\_

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

Postal code: \_\_\_\_\_ City: \_\_\_\_\_

Country: \_\_\_\_\_ Tel: \_\_\_\_\_

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

*Payment should preferably be made by bank transfer. In the case of a payment by credit card, the card fees will be charged to the booking company.*

## Agreement

On behalf of \_\_\_\_\_ (add company name), I hereby agree to be bound by the EACR25 Invitation to Industry and all the General Terms and Conditions as outlined below.<sup>1</sup>

Date: \_\_\_\_\_ Name: \_\_\_\_\_ Signature: \_\_\_\_\_

<sup>1</sup> This application is legally binding on the company pending its acceptance in writing by the organiser and subject to the published General terms and Conditions for EACR25, published on our website [eacr25.org/sponsorship](http://eacr25.org/sponsorship).