

European Winter Conference on Plasma Spectrochemistry

10-15 February 2013, Krakow, Poland

Jagiellonian University

PARTNERSHIP FILE

Exhibition Booths Terms & Conditions

PRESENTATION

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List of lecture halls and rooms available at the congress center

The list of sponsors of the Winter Conference will be published on the internet site (with presentation of their logos) as well as in the final program.

I. Possibilities of partnership:

a. Special partnership

As a special partner, you will enjoy the following benefits:

- The installation of a 12 m² booth (cleaned daily) including:
 - white wall panels
 - info desk 100cm x50cm x100cm (length x width x height) – 1 pc
 - table 70cm x 70cm – 2 pcs
 - plastic chair – 6 pcs
 - fascia panel with company name written in a dark color
 - spotlight – 4 pcs
 - power supply max. 2 kW
 - wall socket – 2 pcs
 - dustbin (cleaned daily)
 - standard colored carpet
- The possibility to choose your booth location
- The possibility of organizing a user's meeting/symposium in the congress center.
 - A lecture hall will be put at your disposal
 - Announcement and road signs of the event
 - Detailed program of your event included in the final program
- The possibility of inserting advertising materials into congress bags
 - Limited to 10 A4 pages of advertising materials
- 5 registrations including participation in the gala evening
- Acknowledgement on the internet site and in the final program

Your responsibilities as a special partner:

- Advertising the event to your target audience
- Delivery of the advertising materials and the program of your event(s) to the organizers on January 25, 2013 at the latest

Price: € 9000 plus VAT *

b. Exhibition booth

The exhibition will be held on level -1

This will be the most accessible place and the major meeting location. The following will be located/held here:

- Exhibition booths
- Posters
- Coffee-breaks
- Lunches

The congress committee will be responsible for the daily opening of the exhibition throughout the whole event.

Booths will be allocated according to (chronological) order of receipt of bookings.

A complete technical file (diary, location, organization details...) will be delivered two months prior to the event.

An exhibition map will be available on January 25, 2013 at the latest.

The installation of a 12 m² booth (cleaned daily) includes:

- o back and side walls, 1 table and 4 chairs
- o standard colored carpet
- o spotlight
- o fascia board bearing company name
- o shop window
- o power supply
- o coat-stand
- o dustbin (cleaned daily)
- o 2 registrations including participation in the gala evening

Price: € 3500 plus VAT*

The installation of a 9 m² booth (cleaned daily) includes:

- o back and side walls, 1 table and 3 chairs
- o standard colored carpet
- o spotlight

- fascia board bearing company name
- shop window
- power supply
- coat-stand
- dustbin (cleaned daily)
- 2 registrations including participation in the gala evening

Price: € 3000 plus VAT*

The installation of a 6 m² booth (cleaned daily) includes:

- back wall at the minimum, 1 table and 2 chairs
- standard colored carpet
- spotlight
- fascia board bearing company name
- power supply
- coat-stand
- dustbin (cleaned daily)
- 1 registration including participation in the gala evening

Price: € 2200 plus VAT*

c. Other partnerships

1. Insertion of advertising materials into congress bags

- limited to 10 A4 pages of materials
- between 500 and 1000 copies
- given to all participants
- should be delivered to the organizers on January 25, 2013 at the latest

Price: € 500 plus VAT *

2. Insertion of advertisements and goodies into congress bags

- pens, memo pad, etc.
- between 500 and 1000 sets
- given to all participants
- should be delivered to the on January 25, 2013 at the latest

Price: € 500 plus VAT*

3. Inclusion of advertisement in the final program book

- File transmitted to the organization before October 2012
 - back cover : €2500 plus VAT*
 - inside back cover: €1500 plus VAT*
 - inside front cover: €2000 plus VAT*
 - bookmark: €1000 plus VAT*

4. Gifts for all participants with the congress logo and your logo printed

- official congress bags, book, bottle, etc.
- between 500 and 1000 sets
- given to all participants
- should be delivered to the organizers on January 25, 2013 at the latest

Price: Please consult us

5. Sponsorship of a coffee break

acknowledged on A1 posters with your company logo displayed at each coffee stand and a slide displayed in the lecture room during the break

Price : € 2000 plus VAT*

6. Sponsorship of music animation during one of the official events (gala dinner or hot plasma party)

acknowledged on an A1 poster with your company logo displayed at the entrance to the event and a possibility to deliver a 3-min speech welcoming the participants and mentioning your contribution

Price: € 5000 plus VAT*

7. Contribution to the cost of the welcome party or the opening of the exhibition

acknowledged on A1 posters with your company logo displayed at the entrance to the event and at each serving stand

Price: € 5000 plus VAT*

8. Sponsorship of an honorary or emerging scientist lecture

acknowledged on an A1 poster with your company logo displayed at the entrance to the lecture room and a word of thanks by the chairman announcing the lecture

Price: € 1000 plus VAT*

9. Travel grants for young scientists

advertised and acknowledged on the conference web page, by the speaker and on an A1 poster with your company logo (a list of sponsors)

Price: € 400 plus VAT* (European scientist)

Price: € 800 plus VAT* (overseas scientist)

However, this list is certainly not exhaustive and we remain at your disposal to evaluate the best solution for you.

The specific partner requests (booth location, meeting/symposium schedule...) will be considered according to their arrival dates.

*VAT, 23% on 1st January 2012

II Booking and payment conditions

All exhibitors must complete, sign and return the Contract to the Organizers to book space at the exhibition. By signing the Contract, the Exhibitor accepts the conditions set out in this document. The Exhibitor will receive confirmation of the allocated space by the Organizers in writing, constituting establishment of the rental contract between the Organizers and Exhibitor.

The participation cost shall be paid by the exhibitor as follows:

30% upon signature of the Contract by the Exhibitor with the balance invoiced and payable on Saturday 1 September 2012.

In no circumstances will the exhibitor be permitted to erect or occupy a stand or site if the monies have not been paid in full.

Should an exhibitor be prevented from occupying the site for this reason, all monies paid shall be forfeited and the balance shall be recoverable forthwith by the Organizers. The organizers shall be entitled to utilise the site, which had been allotted to said Exhibitor in such manner as the Organizers shall think fit and recover from the Exhibitor any expenditures incurred in so doing.

Please make sure that bank fees are charged to your account.

ACCOUNT INFORMATION

Holder: Jagiellonian University Events Office
24 Golebia Str.
31-007 Krakow, Poland

Bank information: Bank PEKAO S.A.
1 Pijarska Str.
31-015 Krakow, Poland

Account Number: PL 17 1240 4722 1111 0000 4857 9397
SWIFT PKOPPLPW

III Exposition guidelines

a. Occupation and completion of site

The Exhibitor and their contractors must comply with “the set-up and break-down/taking-down/schedule times and conditions” as established by the Organising Committee.

The Exhibitor undertakes that her/his site or stand will be ready, completely installed and arranged at the allocated booth site(s) for display and all arrangements in connection therewith completed by 13.00 hours on Monday 11 February 2013. The Exhibitor will not remove any of her/his exhibits prior to the closing of the exhibition at 18.00 hours on Thursday 14 February 2013.

b. Construction and erection of stands

All interior stand fittings must be contained within the shell scheme stand structure.

All interior stand fittings must be contained within the stand area and should not extend into the aisle area.

All electrical installations beyond those provided must be carried out by the contractor appointed by the Organisers for the area in which the stand is situated.

c. Fire regulations and safety

All Exhibitors must fully comply with the Landlord's and the Authorities' regulations with respect to Fire, Health and Safety and Emergency Access and Exits.

d. Conduct of exhibitors

Every Exhibitor shall ensure that her/his stand is open to view and staffed by competent representatives during Exhibition hours. In the event of any Exhibitor failing to open her/his stand or uncover her/his Exhibits, the Organisers, at their option, may do so or may arrange for the stand and exhibit to be removed with the Exhibitor liable for any charges that may be incurred. The Organisers will not be liable for any losses, including losses sustained by the Exhibitor as a result of this action.

e. Badges and passes

The Organisers will issue official admission badges and no other forms of entrance ticket will be valid. No exhibitor will be admitted to the Exhibition without her/his Exhibitor Badge issued to her/him by the Organisers.

f. Damage to the exhibition venue

No nails, screws or other fixtures may be driven into any part of the Exhibition Venue, including the floors, nor should any part of the Exhibition Venue be damaged or disfigured in any way. Should any such damage occur, the Exhibitor responsible will be invoiced for any repair charges incurred.

g. Insurance

Exhibitors must ensure that they are fully covered against all risks at the Exhibition. The Exhibitor is responsible for all claims, actions or costs for personal injury and loss of or damage to property caused by or arising from the erection and dismantling of the Exhibitor's stand. The Exhibitor will indemnify the Organisers with respect to each and every claim and all actions, proceedings, costs, claims and demands in respect thereof. The Exhibitor must take out and maintain Public Liability Insurance providing a minimum indemnity.

All risks on loss or damage to Exhibitor's property, fixtures, fittings and all other property of a similar nature such as personal effects whilst in the Exhibition Venue must be fully covered by the Exhibitor. The Organisers shall not be responsible for loss of or damage to exhibits or other property in the custody of the Exhibitor, howsoever caused

Exhibitors must insure against costs and expenses which they may incur in the event of the Exhibition being abandoned, cancelled, postponed or curtailed in whole or in part due to causes outside the Organisers' control (by reason of war, fire, national emergency, labour dispute, strike, civil disturbance). The Organisers may at their discretion repay the monies paid by the Exhibitor or part thereof, but shall be under no obligation to do so. Neither shall the Organisers be liable to the Exhibitor with respect to any actions, claims, losses, costs or expenses suffered or incurred by the Exhibitor as a result of any such event.

h. Stand cleaning

It is the responsibility of the Exhibitor to ensure that her/his stand is kept clean and tidy during the period of the Exhibition. However, the Exhibitor may not carry out her/his own stand cleaning; this will be carried out by the official stand cleaning contractor, appointed by the Organisers.

i Organizer's right to terminate contract

If any Exhibitor fails to observe or perform any of the provisions of the Contract, the Organisers shall have the right to terminate the Contract forthwith by notice in writing to said Exhibitor. In such event the exhibits of said Exhibitor shall be removed from the Exhibition premises by a time to be stated by the Organisers. Thereafter said Exhibitor shall not be entitled to access the Exhibition. The Organisers shall be entitled, if necessary, to remove and ship the said exhibits and property to the Exhibitor's address as stated in the contract. All monies paid by the Exhibitor shall be forfeited to and retained by the Organisers and the Exhibitor shall indemnify the Organisers with respect to all costs, losses, damages or expenses incurred.

j. Organizer's right to cancel exhibition

The Organisers shall have the right at all times to abandon, cancel or suspend the Exhibition in whole or in part in the event that there is likely to be insufficient Exhibitor participation in and support for the Exhibition. In such circumstances, the decision of the Organisers shall be final. In the event of such an abandonment, suspension or cancellation, the Exhibitor shall be entitled to an amount equal to any monies paid by them, but the Organisers shall not be further responsible to the Exhibitor with respect to any actions, claims, losses, costs or expenses, which may be brought against or suffered or incurred by the Exhibitor as the result of the abandonment, cancellation or suspension of the event.

k. Failure of services

The Organisers will use all reasonable means to ensure the supply of the Landlord's services, but they shall not incur any liability to the Exhibitor for any loss or damage, if such services shall wholly or partially fail or cease to be available, the Exhibitor shall not be entitled to any allowance with respect to monies paid or due.

l. Ultimate clause

In all cases not covered by the Terms and Conditions above, the Organisers' interpretation shall be final.

Questions?

Contact:

domestic exhibitors: Renata Wietecha-Posłuszny

wietecha@chemia.uj.edu.pl

foreign exhibitors: Hugues Paucot

hugues.paucot@univ-pau.fr

IV Annex

List of lecture halls and rooms available at the congress center

- 2 amphitheatric lecture rooms for 130 persons each; can be joined to form one for 260 persons
- 1 amphitheatric lecture room for 96 persons
- 1 seminar room of 132 m²
- 1 seminar room of 180 m²
- 2 halls of 230 m²; can be joined to form one of 460 m²

Virtual visit at: www.kampus.uj.edu.pl//auditorium.htm