Sponsorship & Exhibition Prospectus

CombustionSymposia.org

37th International Symposium on Combustion
Keynote PCO
Suite 26, Anglesea House, 63 Carysfort Ave., Blackrock, Co. Dublin, Ireland
Tel: +353 (0)1 400 3648 Email: Combustion2018Expo@keynotepco.ie
Introduction

The 37th International Symposium on Combustion will convene at The Convention Centre Dublin, Ireland from Sunday, 29 July through Friday, 3 August 2018. Industry leaders are invited to secure sponsorship and exhibition packages with this biennial world congress of The Combustion Institute. Sponsors have the opportunity to spotlight their brand with scientists, students, and practitioners from around the world in a scientific venue for sharing ideas and experiences on the applications of combustion.

Throughout symposium week, our combustion community has the opportunity to establish new scientific collaborations and build upon lifelong associations during the sessions and events that explore topics in 13 combustion colloquia. Participants attend plenary lectures, topical reviews, oral presentations, work-in-progress poster (WiPP) presentations, and sessions on industry perspectives.

The Combustion Institute is an international, non-profit, educational and scientific society. Founded in 1954, CI promotes and disseminates research activities in all areas of combustion science and technology for the advancement of many diverse communities around the world. CI is dedicated to combustion research as a field of eminent societal importance that cuts across many scientific and engineering disciplines.

The Ireland Section of The Combustion Institute is the local host of the 37th Symposium. The high-quality research and energetic engagement of its members makes the Ireland Section a noteworthy division within the international combustion science community.

A limited number of sponsorship packages are available for the symposium. Details are presented throughout this prospectus. Exhibition spaces will be located in the same area as WiPP presentations and coffee breaks allowing sponsors and exhibitors easy access to the delegates on each day of the conference. Your support of the 37th Symposium at The Convention Centre Dublin will prove to be a rewarding experience that ignites long-term relationships.

The Irish Section of Combustion Institute warmly welcomes sponsors, exhibitors, delegates and accompanying persons to the 37th International Symposium on Combustion. Dublin looks forward to providing a truly Irish...

...Céad Mile Fáilte (one hundred, thousand welcomes).
Combustion Colloquia

The 37th Symposium will address 13 colloquia categories.

- Gas-Phase Reaction Kinetics
- Soot, Nanomaterials, and Large Molecules
- Diagnostics
- Laminar Flames
- Turbulent Flames
- Spray, Droplet, and Supercritical Combustion
- Detonations, Explosions, and Supersonic Combustion
- Solid Fuel Combustion
- Fire Research
- Stationary Combustion Systems and Control of Greenhouse Gas Emissions
- Internal Combustion Engines
- Gas Turbine Combustion
- Other Concepts

For further details about the Combustion Institute, please visit Combustioninstitute.org

The Venue - The Convention Centre Dublin

The 37th Symposium will take place in the award winning Convention Centre Dublin. The convention centre’s position overlooks the River Liffey offering both delegates and exhibitors ease of access and a prime city-centre location. For further details see TheCCD.ie.

The entire building will house the 5 day technical program in addition to the welcome and farewell receptions providing a dedicated audience exposure to your brand. Each room hosting one of the twelve parallel sessions is centered around a large exhibition hall on the ground floor.

All exhibition space is fully carpeted and includes options to book additional amenities from the standard space packages, shell schemes, custom design builds, stand catering and furniture.
Why Sponsor or Exhibit at the 37th Symposium?

The International Symposium on Combustion is the world congress and major biennial meeting of The Combustion Institute. The 37th Symposium will collect combustion scientists, professors, students, and industrial practitioners from the 35 CI Sections in over 40 countries at one venue. Sponsors have the opportunity to spotlight their brand and products directly to a rich target audience. This is the ideal opportunity for establishing long-term internationally diversified customer-supplier relationships.

The participation of student delegates at the International Symposium on Combustion is essential in retaining and developing knowledge of combustion science. Today’s students are tomorrow’s head of industry, academic departments, research and development specialists and innovators. Many of these student delegates will also have the wonderful experience of presenting their research paper orally to an expert audience. Your sponsorship is used to reduce the cost in attending this essential educational event for student participants.

Why Your Organisation Should Be A Part Of This Event?

- The symposium will bring together over 1,300 combustion scientists and engineers for a 5 day programme.
- The symposium is the largest and most prestigious international congress on combustion science.
- Sponsoring and exhibiting at the symposium provides organisations an opportunity to meet with a wide and long-standing client base in one location.
- Aligning your organisation’s brand with the symposium provides direct exposure to a rich international audience ideal for showcasing of your latest products.
The 37th International Symposium on Combustion welcomes organisations to tailor-make their sponsor packages. Detailed options listed below can be customised to specific preferences.

**DIAMOND SPONSOR**

Diamond Sponsors are provided with the following benefits:

- Your logo positioned on the home page of the symposium website
- Recognition as the diamond sponsor on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo included on all pre-symposium promotional materials
- Logo included on onsite sponsor symposium signage in a premier position
- Logo included on the cover of the printed symposium programme book
- Exclusive inclusion of your logo on the symposium staff t-shirts (one colour print process)
- Full page advertisement within the symposium onsite printed programme book
- Complimentary delegate bag insert space provided
- Recognition of sponsorship during the opening ceremony
- 4 Complimentary full symposium registrations
- Complimentary exhibition space 5m x 6m and 4 complimentary exhibition staff passes.
- Option for Exclusive branding on the delegate badge lanyards.*

(*Note this item may not be available depending on other organisation’s selection and your time of booking. The option will remain a guaranteed included option until October 2017)

**PLATINUM SPONSOR**

Platinum Sponsors are provided with the following benefits:

- Your logo on the home page of the symposium website
- Recognition as a platinum sponsor on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo included on all pre-symposium promotional materials
- Logo included on onsite sponsor symposium signage in a premier position
- Logo included on the cover of the printed symposium programme book
- Full page advertisement within the symposium onsite printed programme book
- Complimentary delegate bag insert space provided
- 3 Complimentary full symposium registrations
- Complimentary exhibition space 4m x 6m and 3 complimentary exhibition staff passes
GOLD SPONSOR

Gold Sponsors are provided with the following benefits:

- Your logo on the home page of the symposium website
- Recognition as a gold sponsor on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo included on all pre-symposium promotional materials
- Logo included on onsite sponsor symposium signage
- Full page advertisement within the symposium onsite printed programme book
- Complimentary delegate bag insert space provided
- 2 Complimentary full symposium registrations
- Complimentary exhibition space 3m x 6m and 2 complimentary exhibition staff passes

SILVER SPONSOR

Silver Sponsors are provided with the following benefits:

- Recognition as a silver sponsor on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo within the printed symposium programme book
- Half-page advertisement within the symposium onsite printed programme book
- Logo included on onsite sponsor symposium signage
- Complimentary delegate bag insert space provided
- 1 Complimentary full symposium registration
- Complimentary exhibition space 3m x 3m and 2 complimentary exhibition staff passes

BRONZE SPONSOR

Bronze Sponsors are provided with the following benefits:

- Recognition as a bronze sponsor on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo within the printed symposium programme book
- Half-page advertisement within the symposium onsite printed programme book
- Complimentary delegate bag insert space provided
- 1 complimentary full symposium registration

CONTRIBUTING SPONSOR

Contributing Sponsors are provided with the following benefits:

- Recognition as a contributing sponsor on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo included within the printed symposium programme book
- Half-page advertisement within the symposium onsite printed programme book

Keynote PCO welcomes an opportunity to review the offered packages and discuss your organisation’s requirements at the 37th Symposium.

For further assistance or queries, please contact the sponsorship and exhibition desk at Keynote PCO.

Contact: Mary-Rose Rushe T: + 353 1 400 3648 E: Combustion2018Expo@keynotepco.ie
GENERAL SPONSORSHIP ITEMS

The 37th International Symposium on Combustion offers multiple general sponsorship items. Please contact Keynote PCO, should you wish to discuss alternative options not listed.

SOCIAL EVENTS & CATERING

Welcome Reception €9,000

Your organisation has exclusive sponsorship of this event on the Sunday evening, 29 July 2018 in The Convention Centre Dublin. Overlooking the River Liffey, the Welcome Reception will welcome delegates to Dublin prior to the official launch of the symposium. Keynote PCO will raise your brand awareness at the event and ensure full recognition of your support, including:

- Acknowledgement in the symposium programme book
- Recognition on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo included on Welcome Reception signage
- Opportunity to include promotional flyer at the event
- 5 sponsor passes included to the event

Young Researcher Mixer €7,000

Your organisation will have exclusive sponsorship of this event on the Monday evening, 30 July 2018 in a local pub that accentuates Dublin’s rich cultural heritage. The Young Researcher Mixer will host students, post-docs and researchers within three years of earning a terminal degree. Branded event tickets will be provided to all participants. Keynote PCO will raise your brand awareness at the event and ensure full recognition of your support, including:

- Acknowledgement in the symposium programme book
- Recognition on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo included on Young Researcher Mixer signage
- Opportunity to include promotional flyer at the event
- 5 sponsor passes included to the event

Refreshment Break Sponsor €4,000

There are 4 days available from which to choose, with both the morning and afternoon break included in the package price of your selected day.

- Your logo will be displayed on the programme and break-time signage.
**Symposium Excursion**  
**€12,500**

Your organisation has exclusive sponsorship of this event on Wednesday afternoon, 1 August 2018 within the beautiful walled gardens of Powerscourt Estate. The Symposium Excursion provides delegates an opportunity to interact in a local cultural environment. Branded event tickets will be provided to all participants. The committee will ensure to raise your brand awareness at the event and ensure full recognition of your support, including:

- Acknowledgement in the symposium programme book
- Recognition on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo included on Symposium Excursion signage
- Opportunity to include promotional flyer at the event
- 5 sponsor passes included to attend the event

**Symposium Banquet**  
**€15,000**

Your organisation has exclusive sponsorship of this event on Thursday evening, 2 August 2018 in the Clayton Burlington Hotel. The Symposium Banquet provides delegates an evening of fine dining, recognition of advancements in combustion science, and an awards ceremony. Branded event tickets will be provided to all participants. Keynote PCO will raise your brand awareness at the event and ensure full recognition of your support, including:

- Acknowledgement in the symposium programme book
- Recognition of support by The Combustion Institute President during the evening’s ceremonial activities
- Recognition on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo included on Symposium Banquet signage
- Opportunity to include promotional flyer/gift at the event
- 5 sponsor passes included to the event

**Farewell Reception**  
**€7,500**

Your organisation has exclusive sponsorship of this event on Friday evening, 3 August 2018 in The Convention Centre Dublin. The Farewell Reception provides delegates the opportunity to network prior to departing the symposium. Keynote PCO will raise your brand awareness at the event and ensure full recognition of your support, including:

- Acknowledgement in the symposium programme book
- Recognition on the symposium website sponsors page, with your logo hyperlinked to your organisation’s website
- Logo included on Farewell Reception signage
- Opportunity to include promotional flyer at the event
DELEGATE ITEMS

Symposium Exhibition Hall Lounge  €11,000
Located in the main symposium exhibition hall, this area will offer a cash refreshment and catering area with seating. Your logo will be displayed within the branded café area. Your organisation will also be acknowledged in the programme book, website and onsite signage. Limited to one sponsor.

Symposium Badge Lanyard Sponsor  €7,000
Your logo will appear exclusively in one colour print process with the symposium name printed and distributed to every attendee at the 37th Symposium. (Note that this is offered as a priority to Diamond Sponsors until Oct. 2017)

Pens and Notepads  €2,000
You supply your own branded pen and notepad which we will include in the Symposium bag provided to each attendee. Limited to one sponsor.

Delegate Bag Insert  €1,000
You supply your own printed brochure and we will include in the Symposium bag provided to each attendee. (Max size of insert is 2 A4 pages)
*Please note that there are a limited number of Delegate bag insert places available.*

IT / TECHNICAL SERVICES

Symposium App  €9,500
Your logo will appear as the main sponsor for the Symposium app. The app will be freely available to delegates to download and will serve as a very convenient way for delegates to check what paper is being presented in which of the twelve simultaneously occurring parallel technical sessions. This provides a high exposure marketing option to your brand. In addition, your brand will also be acknowledged in the programme book, website and onsite signage.

Speakers Services Centre/Lounge  €3,500
A hive of activity, this area will be the central network for all authors to visit, upload and finalize their presentations, with serviced refreshments. Your logo will be displayed within this area. Your organisation will also be acknowledged in the programme book, website and onsite signage.

Internet Zone & Charging Station  €4,500
A designated service area for participants to check emails, look at the symposium programme online, print out flight tickets, and power up devices. The area will be branded exclusively with your logo and listed in the programme book, website and onsite signage.
SYMPOSIUM ADVERTISEMENTS

Printed Programme Advertisements

Your advertisement will be included in the onsite printed Symposium programme book. A copy is provided to all Symposium participants.

Advertisement Options:

- Full page A4 Advertisement: €2,500
- Half page (of A4) Advertisement: €1,500
- Quarter page (of A4) Advertisement: €950

OTHER ITEMS

Dedicated Commercial Session: €7,500

Companies are invited to host a commercial session during the event.

- Industry sessions are set at 1hr 30 mins
- Companies will be provided with an 80 person capacity room, room hostess, audio-visuals (PA, projector, and screen) and scheduling of the event during a lunch break between technical sessions of the Symposium.

Industry Session organisers are responsible for preparation of content, registration, accommodation and travel of any invited session participants (speakers, chairpersons etc.). The session will be listed within the symposium programme and highlighted as a Commercial Session. All commercial sessions are subject to programme committee approval.

Brand Wrapping: Price on Request

There are many branding opportunities throughout The Convention Centre Dublin. Signage and brand opportunities examples range from the building exterior, interior escalators and pillar wraps. Keynote PCO would be delighted to discuss with you the available opportunities. Please contact the conference office for further details.

Brand Wrapping Samples

All sponsorship items are subject to Irish VAT at 23% where applicable.
EXHIBITION OPPORTUNITIES

The 37th International Symposium on Combustion exhibition will be open to all participants from Monday, 30 July until Friday, 3 August 2018. *(Please note Wednesday is a half day with an optional excursion for participants)* All main catering options, symposium poster zone and other networking points (IT/Café zone etc...) ensure footfall through this area.

The Convention Centre Dublin offers a modern open building, ideal for large exhibitions and flow of crowds through the spaces. We have planned an exhibition space that will allow you to engage with the delegates. Posters, Lounge Areas, and catering stations are positioned in the main exhibition hall.

Stand positions are based on first come, first served basis. Exhibitors are encouraged to book early to secure their position and brand recognition on the symposium website.

Exhibition Space Prices

We want to encourage exhibitors to book early. This allows you longer brand recognition on the Symposium website PLUS you can avail of a discounted rate.

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<tr>
<td>Space Only 3m x 3m</td>
<td>€3,500</td>
<td>€3,995</td>
</tr>
<tr>
<td>Shell Scheme Booth 3m x 3m</td>
<td>€4,550</td>
<td>€4,995</td>
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</tbody>
</table>

All rates are subject to VAT at 23% where applicable.

**Shell Scheme Booths** are provided with:

- Fascia board shell scheme booth frame overall size 3m wide, 3m deep and 2.5m tall.
  *(Note: for any infill panel printing, please request exact design measurements)*
- 1 Fascia board name plate (Black and white text)
- Lighting: 2 bulbs plus 1 double 13 amp power socket
- 1 Trestle Table and 2 chairs

**Space Only** is provided with:

- Space allocation of 3m wide by 3m deep space
- All other items are priced separately: Fascia, name plate, power and furniture

All Exhibition space is fully carpeted.

Additional exhibition space may be reserved, please contact Keynote PCO for pricings.

**All Exhibitors are afforded the following additional Benefits:**

- Recognition as an exhibitor on the symposium website, with your logo hyperlinked to your organisation’s website
- Inclusion in a pre-symposium newsletter to delegates
- Inclusion in the onsite programme exhibition information listing
- 2 Exhibition staff passes (valid for exhibition only)
All Exhibition Bookings and space reservations are based on first come, first served basis.

The above floor plan depicts the forum on the ground floor that will facilitate the main exhibition space, symposium catering, poster zone, and a lounge and internet/charging station. The symposium registration area is directly outside the hall doors.

Stand positions and facilities within the hall are subject to change should the organisers deem this space required for open access or health and safety concerns. Exhibitors will be notified in advance of any position change.
SPONSORSHIP & EXHIBITION MANAGEMENT

The 37th International Symposium on Combustion has engaged the professional management services of Keynote PCO. Based in Dublin, Ireland, Keynote PCO provides all sales, logistic and delivery of the exhibition and sponsorship at the symposium.

Contact:
Mary-Rose Rushe
Tel: + 353 1 400 3648
Email: Combustion2018Expo@keynotepco.ie

Address:
Keynote PCO
Suite 26, Anglesea House, 63 Carysfort Ave, Blackrock,
Co Dublin, Ireland
www.keynotepco.ie

HOW TO MAKE A BOOKING:

1. Please review the 2 pages to follow.
2. Ensure you read through the booking terms and conditions.
3. Complete the booking form on page 15 and email to Combustion2018Expo@keynotepco.ie
4. Ensure include a high resolution image of your organisation’s logo and relevant web address for marketing.
5. On receipt of the completed form, you will be emailed an Invoice for payment.
6. Please ensure payment is completed according to your booking terms, which will be advised on receipt of your completed form.
BOOKING TERMS & CONDITIONS

Cancellations/Postponement & Payments:

A minimum 50% of total amount due is required on booking. All invoices must be paid within 30 days of the invoice date. Payment can be made by bank wire transfer or credit card (once pre-approved option). Should you require to process payment by credit card please indicate appropriately. Bank payment details will be provided on all invoices. All bank charges are the responsibility of the sender. If the Booker fails to submit full payment 5 months prior to the event, Keynote PCO can cancel the Booker’s participation in the exhibition with no refund of monies received. Should an exhibitor/sponsor wish to cancel any of its participation (sponsorship, exhibition space, shell scheme, stand services etc.), written notification must be sent to Combustion2018Expo@keynotepco.ie

Refunds will be based on the following schedule:

- Before 1st February 2018 - 50% refunded, less agreed benefits received & costs incurred to date.
- After 1st February 2018 - No refund available.

In the event that the conference is postponed for any given reason, the exhibitor/sponsor/advertiser will not be entitled to cancel the exhibition space/sponsorship/advertising or to obtain monetary compensation, but the benefits that have been agreed will remain in place for the rescheduled event. In the event that the conference is cancelled for any given reason, the organisers will refund the exhibition/sponsorship/advertising money to the relevant company, minus any benefits that have been received by the company prior to the cancellation and any expenses incurred by the organisers with respect to the provision of the agreed benefits.

Stand Assignment, Exhibition Construction & Staff:

Diamond, Platinum and Gold Sponsors will be offered first preference on exhibition space location. The remainder will be allocated strictly on a first come, first served basis and will be confirmed in writing, by Keynote PCO with your bookings invoice. If the standard shell scheme is not required and a custom designed stand is to be constructed within the space only allocation, please provide a diagram of the proposed stand, with details and dimensions. All display constructions require the approval of the Exhibition & Sponsorship Manager at Keynote PCO, 4 months prior to the conference. No stands may be higher than 2.5m and outside the dimensions as booked according to their package. Preferences and priorities requested by the Exhibitor/Sponsor as to booth space location will be respected whenever possible. The Exhibition & Sponsorship Manager however reserves the right to make reasonable transfers as to the location of the Exhibitor/Sponsor’s space should any circumstances arise where it is deemed necessary. No transfers will be made without prior notice to the Exhibitor/Sponsor. Any changes in space locations do not entitle the Exhibitor/Sponsor to cancel the exhibition space or obtain monetary compensation.

The organisers reserve the right to alter the layout of the exhibition area and to remove sections of the space and features such as posters, catering and internet or charging areas, where or as required. Exhibitors agree to be present the full duration of the exhibition during the event. Set up and dismantling of any display/exhibition spaces must only occur during the specific allotted timings.

Exhibitors are entitled to the number of staff passes indicated in their exhibition package. Additional passes are charged at a rate of €150 per person.

Insurance and Safety:

The organisers cannot be held responsible for any loss of damage of/to any equipment brought in for the Exhibitor/Sponsor’s exhibition. The exhibitor/sponsor is therefore advised to ensure to take out adequate insurance cover as necessary including Employers Liability & Public Liability cover, insurance to cover loss of damage to exhibits or other personal property. In addition the Exhibitor/Sponsor is required to show proof of their insurance liability in the event of damage to the venue. Exhibitors, sponsors and their representatives shall indemnify and hold harmless The Combustion Institute (including the Irish Section) and Keynote PCO as well as their affiliated agents and employees from any or all liability.

The complete Rules & Regulations will be published in the Technical Information Manual (Exhibition) which will be issued to all exhibitors 6 months before the event. The Rules & Regulations must be fully observed by exhibitors, their contractors and their personnel. The organisers reserve the right to demand changes to, or closure of, any stand that does not conform to these Rules & Regulations. If an exhibitor fails to comply with these rules and regulations, the organisers reserve the right to reclaim its exhibition space and resell it, and all monies paid by the exhibitor shall be forfeited.

Once an exhibiting company and or sponsor has reserved a sponsorship level, exhibition space, modular booth and/or stand services, it agrees to abide by the payment conditions and cancellation policy plus all further rules and regulations in the technical information manual.
Exhibition and Sponsorship Booking Form

EXHIBITION BOOKING DETAILS
Exhibition Stand Name as to appear on official branding

Exhibition Space
(Please tick one)
- 3m x 3m Space only
- 3m x 3m Shell Scheme

Early Exhibition fees refer to any bookings received up to and including 22 Oct 2017

SPONSORSHIP BOOKING DETAILS
Please indicate by ticking below the sponsorship opportunity you wish to book.
Sponsor Name as to appear on official branding

<table>
<thead>
<tr>
<th>Item</th>
<th>€ (Euro)</th>
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<th>€ (Euro)</th>
<th>Item</th>
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</thead>
<tbody>
<tr>
<td>Diamond Sponsor</td>
<td>€50,000</td>
<td>Symposium Excursion</td>
<td>€12,500</td>
<td>Symposium App</td>
<td>€9,500</td>
</tr>
<tr>
<td>Platinum Sponsor</td>
<td>€30,000</td>
<td>Symposium Banquet</td>
<td>€15,000</td>
<td>Speakers Services Centre</td>
<td>€3,500</td>
</tr>
<tr>
<td>Gold Sponsor</td>
<td>€10,000</td>
<td>Farewell Reception</td>
<td>€7,500</td>
<td>Internet Zone/Charging</td>
<td>€4,500</td>
</tr>
<tr>
<td>Silver Sponsor</td>
<td>€5,000</td>
<td>Refreshment Break</td>
<td>€4,000</td>
<td>Ad – Full Page</td>
<td>€2,500</td>
</tr>
<tr>
<td>Bronze Sponsor</td>
<td>€3,000</td>
<td>Exhibition Hall Lounge</td>
<td>€11,000</td>
<td>Ad – Half Page</td>
<td>€1,500</td>
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<tr>
<td>Contributing Sponsor</td>
<td>€1,750</td>
<td>Pens &amp; Notepads</td>
<td>€2,000</td>
<td>Ad – Qtr Page</td>
<td>€950</td>
</tr>
<tr>
<td>Welcome Reception</td>
<td>€9,000</td>
<td>Delegate Badge Lanyard</td>
<td>€7,000</td>
<td>Commercial Session</td>
<td>€7,500</td>
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<tr>
<td>Young Researcher Mixer</td>
<td>€7,000</td>
<td>Delegate Bag Insert</td>
<td>€1,000</td>
<td>Other</td>
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Note: VAT will be applied to all booked items where relevant. Current rates is at 23% Irish VAT.

Total Exhibition and Sponsorship Value: €

INVOICE DETAILS
Please provide all details requested below. Ensure you provide the full billing/invoice information as should appear on your invoice. It is important that your VAT number is provided as this may cause delay in confirming your booking.

Company Name: __________________________

VAT Number: ____________________________ PO Number: __________

Contact Name: __________________________

Tel: ____________________________ Email: __________________________

Billing Address: __________________________

Country: ____________________________ Signature: __________

Stand Contact Details: If the representative managing your onsite exhibition stand logistics is different to the invoicing contact – please provide below:

Name: ____________________________ Email: __________________________

Tel: ____________________________