ICALEPCS2017

Barcelona · Spain, October 8-13

Palau de Congressos de Catalunya

16th International Conference on Accelerator and Large Experimental Physics Control Systems

Organizer

ALBA

Sponsorship & Exhibition Prospectus

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WELCOME MESSAGE

Dear Colleagues and friends,

The International Conference on Accelerator and Large Experimental Physics Control Systems (ICALEPCS) gathers the experts in control and data acquisition systems from the scientific installations all over the world. Thirty years after the first in the series organized by CERN, it represents a growing community from different domains, such as all kinds of particle accelerators, Colliders, Synchrotron Light Sources, Neutron Sources, Free Electron Lasers, Laser Facilities, Tokamaks, Telescopes, and a large number of smaller laboratories. It takes place every two years, and is organized in a location alternating between three major areas of the world: America (including North, Central and South America), Asia (including Oceania) and Europe (including Russia, the Near East and Africa).

ICALEPCS2017 is organized by the Synchrotron Alba, and will take place at the Palau de Congressos of Barcelona, Catalunya, Spain, on October 8 – 13, 2017.

On behalf of the Organizing Committee, I would like to get you on board as a sponsor in this event, where over 600 participants from all over the world are expected, including large and small facilities, universities and laboratories, representatives from installations in construction and future projects.

ICALEPCS offers a singular opportunity for vendors and sponsors who offer technologies, instrumentation, software, consultancy and services in control and data acquisition systems.

More information about the conference can be found at www.icalepcs2017.org
We look forward to meeting you in Barcelona!

Yours sincerely,

David Fernández
Conference Chair

ABOUT ICALEPCS

PRESENTATION

ICALEPCS facilitates fruitful collaborations among the world´s control system specialists from large scientific installations, such as particle accelerators, light sources, laser facilities, telescopes, tokamaks, etc. The series of ICALEPCS conferences started in 1987 in Villars-sur-Ollon (Switzerland), hosted by CERN. The conferences subsequently rotated between three major areas of the world: America (including North, Central and South America), Asia (including Oceania) and Europe (including Russia, the Near East and Africa). Over the years the conferences saw a growing number of participants, Institutes and countries.

ICALEPCS is a biennial series of conferences that is intended to:

- Provide a forum for the interchange of ideas and information between control system specialists working on large experimental physics facilities around the world (accelerators, particle detectors, fusion reactors, telescopes, etc.);
- Create an archival literature of developments and progress in this rapidly changing discipline;
- Promote, where practical, standardization in both hardware and software;
- Promote collaboration between laboratories, institutes and industry.

The conference consists of scientific program including keynote, invited and contributed talks and poster sessions covering the following areas:

- Experiment Control
- Functional Safety and Machine Protection
- Software Technology Evolution
- User Interfaces and User Experience (UX)
- Project Status Reports
- Control System Upgrades
- Data Management and Processing
- Integrating Diverse Systems
- IT Infrastructure for Control Systems
- Feedback Control and Process Tuning
- Hardware Technology
- Timing and Synchronization
- Systems Engineering, Collaborations and Project Management
- Data Analytics

The International Advisory committee (ISAC) is chaired by Andy Götz (ESRF, The European Synchrotron, France) and counts 40 members distributed as follows: 17 from Europe/Africa, 12 from Americas and 11 Asia/Oceania.

The committee met once on May 30 and 31 2016 to establish the themes and will meet again during the conference in October 2017. The program committee will be appointed during the following weeks and will meet about 5 months before the conference to finalize the scientific program.

LIST OF ICALEPCS CONFERENCES UNTIL TODAY

1987	Villars sur Ollon	Switzerland	CERN
1989	Vancouver	Canada	TRIUMF
1991	Tsukuba	Japan	KEK
1993	Berlin	Germany	HMI
1995	Chicago	USA	Fermilab, ANL
1997	Beijing	China	IHEP
1999	Trieste	Italy	ELETTRA
2001	San Jose	USA	SLAC
2003	Gyeongju	Korea	PAL, POSTEC, KSTAR
2005	Geneva	Switzerland	CERN, CPPR
2007	Knoxville	USA	ORNL/SNS, Jlab
2009	Kobe	Japan	JASRI/SPring-8, RIKEN/SPring-8
2011	Grenoble	France	ESRF
2013	San Francisco	USA	LLNL / NIF
2015	Melbourne	Australia	Australian Synchrotron

WHY SHOULD YOU GET INVOLVED AS A SPONSOR?

- Our ICALEPCS2017 sponsorship packages are a cost-effective opportunity to reach not just only a large number of delegates within your immediate target market, but also a remarkable group of professionals from several specialized disciplines, as well as influential political and media stakeholders.
- A presence at the conference is your organization's opportunity to leverage unparalleled access to a wide potential client base, to inform them about your products and services and build long-term relationships
- Sponsorship is a proven tactic for marketing your brand: it combines the reach of magazine advertising with the power of direct mail and persuasion of face-to-face meeting.
- Conference participants are keen to improve their scientific knowledge. Aligning your company with this powerful educational experience demonstrates your commitment to assisting their development at a deeply personal level.
- Your company will benefit significantly from exposure to an interested, relevant and influential audience in an informal yet informative environment away from the competition of everyday distractions.
- The conference will assist you in achieving strategic goals by providing you with direct exposure to your target market.

ATTENDANCE

We expect an attendance in the order of 600 delegates from around the world.

CONTACTS & ADDRESSES

CONFERENCE VENUE

Palacio de Congresos de Catalunya
(Catalonia Congress Centre)
Avinguda Diagonal, 661-667
08028 Barcelona
www.pcongresos.com/en

TECHNICAL SECRETARIAT

Mondial & Cititravel Congresos has been appointed as the official conference management company responsible for overall organization, conference registration, hotel booking, exhibition and sponsoring management and advertisements in conference publications.

Mondial

Mondial & Cititravel Congresos
Salvador Espriu, 77, local 10
08005 Barcelona, Spain
Tel. +34 932 212 955
Fax. +34 932 210 211
Contact person: **Gloria Casanova –** casanova@mondial-congress.com

PRELIMINARY PROGRAM GRID

	Saturday October 7	Sunday October 8	Monday October 9	Tuesday October 10	Wednesday October 11	Thursday October 12	Friday October 13
08:00							
08:30			Opening Session	Keynote Speaker	Keynote Speaker	Keynote Speaker	Keynote Speaker
09:00	Satellite Workshops	Satellite Workshops	Keynote Speaker				
09:30			Parallel Sessions	Parallel Sessions	Parallel Sessions	Parallel Sessions	Parallel Sessions
10:00							
10:30			Coffee Break	Coffee Break	Coffee Break	Coffee Break	Coffee Break
11:00			Parallel Sessions	Parallel Sessions	Parallel Sessions	Parallel Sessions	Parallel Sessions
11:30							
12:00							Closing Remarks
12:30			Lunch time Satellite Symposia	Lunch time Satellite Symposia	Lunch time	Lunch time Satellite Symposia	Lunch time
13:00							ALBA Synchrotron Tour
13:30			Parallel Sessions	Parallel Sessions	Parallel Sessions	Parallel Sessions	
14:00							
14:30							
15:00							
15:30			Coffee Break	Coffee Break	Coffee Break	Coffee Break	
16:00			Parallel Sessions	Parallel Sessions	Parallel Sessions	Parallel Sessions	
16:30							
17:00		Registration Opens (16:00 h)					
17:30				Poster Session		Poster Session	
18:00							
18:30		Welcome Reception					
19:00							
19:30							
20:00						Conference Dinner (20:00 to 24:00 h)	
20:30							
21:00							

LIST OF TOPICS

Track name

- Experiment Control
- Functional Safety and Machine Protection
- Software Technology Evolution
- User Interfaces and User Experience (UX)
- Project Status Reports
- Control System Upgrades
- Data Management and Processing
- Integrating Diverse Systems
- IT Infrastructure for Control Systems
- Feedback Control and Process Tuning
- Hardware Technology
- Timing and Synchronization
- Systems Engineering, Collaborations and Project Management
- Data Analytics

KEY DATES

February 1, 2017	Abstract submission begins
March 10, 2017	Deadline for exhibition early fee - **Extended**
April, 9, 2017	Abstract submission ends
April 17, 2017	Online registration begins
May, 2017	Availability of exhibitors' technical manual
June 10, 2017	Deadline for exhibition regular fee Submission of satellite symposium program for approval Settlement of final payment for Sponsoring & Exhibition Last day for cancellations with partial refund
June 10, 2017	Deadline for early registration
October 8, 2017	Exhibition set up and Welcome Reception
October 9, 2017	The conference starts
October 13, 2017	The conference ends Exhibition dismantling

SPONSORSHIP OPPORTUNITIES

ICALEPCS2017 offers a broad range of customizable sponsorship opportunities that can be matched to your individual budget, interests and requirements. If your preferred item is not amongst the opportunities, please contact the Technical Secretariat to discuss alternative options.

Distinguished **Sponsorship Levels** are available in categories Platinum, Gold, Silver and Bronze, and carry and excellent blend of services and priority rights.

Companies interested in single **Sponsorship Items** and/or **Exhibition Space** are invited to look at the different options on the following pages.

GENERAL INFORMATION, APPLICATION AND ALLOCATION PROCEDURE

Enquiries for Sponsorship will be handled on a first-come first-served basis. Exhibition spaces will be allocated based on Sponsorship Level, previous level of support at this meeting and receipted date of application and payment of 50% deposit.
All packages and items are subject to availability and on price basis 2017. Local taxes (21% VAT) will be added, if applicable.

1. Sponsorship Levels

Sponsors will receive acknowledgement, benefits and entitlements according to their level of sponsorship contribution.

PLATINUM LEVEL - EUR 14.500,-

As Platinum Sponsor of the conference, your company will enjoy the highest level of exposure offered.

Benefits:

- 12sqm exhibition space
- 4 complimentary conference registrations
- 1 satellite symposium slot
- 2 bag inserts (max. format A4, double side, 2 pages per brochure)
- 1 advertisement in the final program, full page
- Display of logo on the website, on the sponsor banner at the entrance area during the conference and on break-slides in each session room
- Preferential treatment for symposium room and booth space allocation
- Permission to use the conference logo on materials related to the conference, prior and during the conference (prior approval by ICALEPCS2017 required)
- Two-times promotional E-Mail campaign of the sponsor's activities at ICALEPCS2017 through the Technical Secretariat before the conference
- 20% discount on booking of all additional sponsorship items exceeding the platinum sponsor package.

GOLD LEVEL – EUR 10.500,-

As one of the Gold Sponsors of the conference, your company will enjoy a high level of exposure offered.

Benefits:

- 9sqm exhibition space
- 3 complimentary conference registrations
- 1 satellite symposium slot and 1 bag insert (max. format A4, double side, 2 pages)
- 1 bag insert (max. format A4, double side, 2 pages)
- 1 advertisement in the final program, full page
- Display of logo on the website, on the sponsor banner at the entrance area during the conference and on break-slides in each session room
- Preferential treatment for symposium room and booth space allocation
- Permission to use the conference logo on materials related to the conference, prior and during the conference (prior approval by ICALEPCS2017 required)
- One-time promotional E-Mail campaign of the sponsor's activities at ICALEPCS2017 through the Technical Secretariat before the conference
- 15% discount on booking of all additional sponsorship items exceeding the gold sponsor package.

SILVER LEVEL – EUR 8.000,-

Benefits:

- 6sqm exhibition space
- 2 complimentary conference registrations
- 1 satellite symposium slot and 1 bag insert (max. format A4, double side, 2 pages)
- 1 bag insert (max. format A4, double side, 2 pages)
- 1 advertisement in the final program, half page
- Display of logo on the website, on the sponsor banner at the entrance area during the conference and on break-slides in each session room
- Permission to use the conference logo on materials related to the conference, prior and during the conference (prior approval by ICALEPCS2017 required)
- One-time promotional E-Mail campaign of the sponsor's activities at ICALEPCS2017 through the Technical Secretariat before the conference.
- 10% discount on booking of all additional sponsorship items exceeding the silver sponsor package.

BRONZE LEVEL – EUR 6.000,-

Benefits:

- 6sqm exhibition space
- 1 complimentary conference registration
- 1 advertisement in the final program, half page
- 1 bag insert (max. format A4, double side, 2 pages)
- Display of logo on the website, on the sponsor banner at the entrance area during the conference and on break-slides in each session room
- Preferential treatment for booth space allocation
- 5% discount on booking of all additional sponsorship items exceeding the bronze sponsor package.

2. Exhibition

The commercial exhibition is an integral part of the ICALEPCS2017 conference; it is the ideal place to increase your visibility in the market, to present your latest innovations on technology, instrumentation, software, consultancy and services in control and data acquisition systems.

The exhibition will be located in close vicinity to the lecture halls and will be combined with the catering areas and poster exhibition to guarantee a constant flow of visitors to your exhibition booth.

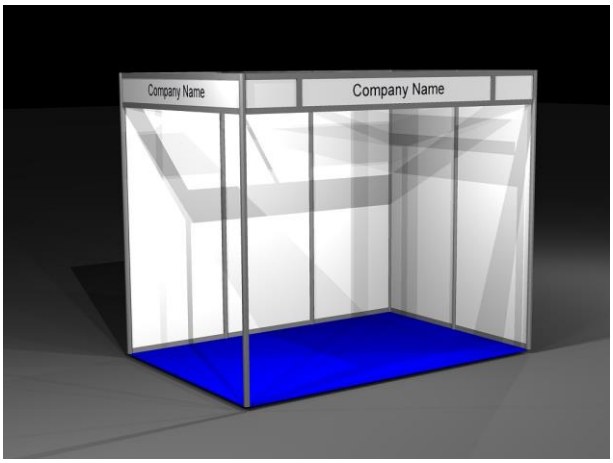
RATE

- Early fee: each sqm: €400,-
- From March 11, 2017: each sqm: €450,-
- From June 11, 2017: each sqm € 500,-

Modules have 6 or 9 sqm

The rate includes:

- 1 full conference registration free with access to scientific sessions.
- Shell scheme booth consisting of: aluminum structure, boards in white melamine, height: 248cm, carpet, fascia board all along the booth, name of the company with standard writing in black vinyl with a maximum of 20 letters per stand, lighting with orientable halogen spotlights, electricity 1100W fuse box (includes one socket)
- Visibility on the conference website and on the final program



Additional services such as additional power, cleaning and/or furniture have to be ordered separately, at additional cost.

EXHIBITION PERSONNEL

Two exhibitor badges per 6sqm exhibition space and three exhibitor badges per 9sqm exhibition space are complimentary (no access to scientific sessions). Any additional staff will be charged an exhibitor registration fee of EUR 80,00,- A registration form will be included in the Exhibitor's Technical Manual.

Distributors and visiting company representatives have to obtain a full delegate registration.

BOOTH ALLOCATION

Exhibition spaces will be allocated based on Sponsorship Level, previous level of support at this meeting and receipted date of application and payment of 50% deposit.

EXHIBITION OPENING HOURS

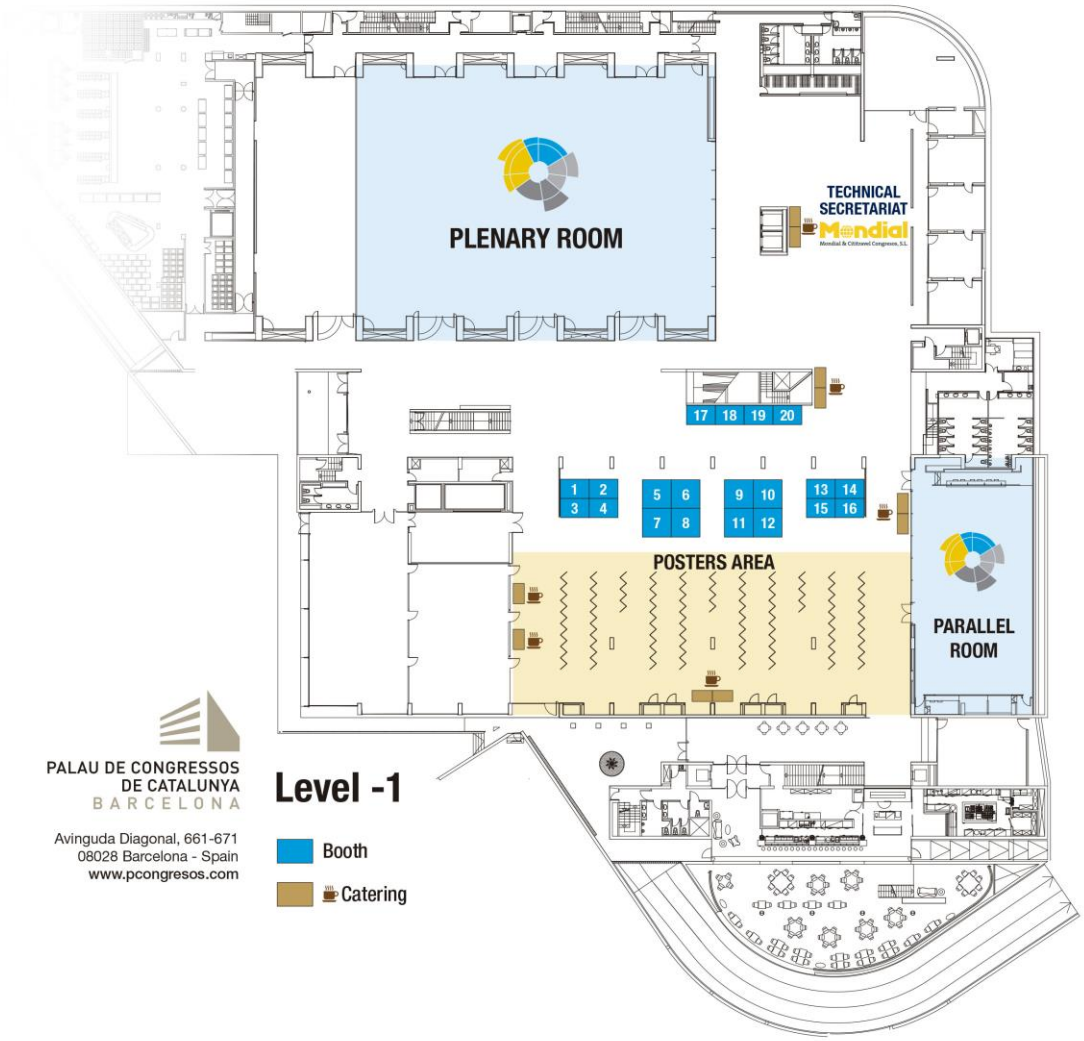
Monday, October 9 2017	from 08:00 to 18:30 h
Tuesday, October 10 2017	from 08:00 to 18:30 h
Wednesday, October 11 2017	from 08:00 to 13:00 h
Thursday, October 12 2017	from 08:00 to 18:30 h
Friday, October 13 2017	from 08:00 to 13:00 h

SET UP AND DISMANTLING

Set up on Sunday, October 8 from 08:00 to 18:00 h. The Welcome Reception starts on Sunday, October 8 at 18:30 h.

Dismantling on Friday, October 13 from 13:00 to 20:00 h. The stand should be completely cleared by this time. The exhibitor is responsible for the installation and dismantling of his own stand materials.

FLOOR PLAN


PLENARY ROOM
TECHNICAL SECRETARIAT
Mondial
17 18 19 20
1 2 3 4
5 6 7 8
9 10 11 12
13 14 15 16
POSTERS AREA
PARALLEL ROOM
PALAU DE CONGRESSOS DE CATALUNYA
BARCELONA
Avinguda Diagonal, 661-671
08028 Barcelona - Spain
www.pcongresos.com
Level -1
Booth
Catering

3. Contribute to Education

Please note:
It is understood that the sponsor may not schedule events which collide with the official conference activities.

3.1. SATELLITE SYMPOSIA DURING LUNCH BREAK

Contribution: EUR 2.500,-

Satellite symposia should be designed to attract the widest possible audience, including students. The organizing committee specially encourages satellite symposia which highlight the most recent advances in the field.
To avoid dilution in audience numbers, the maximum number of parallel lunch time satellite symposia has been set at 2 (two) on Monday October 9, Tuesday October 10 and Thursday October 12.

Cost of Satellite Symposium includes

- The basic equipment of the lecture room: room rental for the time slot of 60 minutes, table and chairs for two chair persons, 1 table microphone, 1 lectern for the speakers with a fixed microphone, 1 screen, 1 data projector, chairs arranged in theatre-style, 1 hostess available in the lecture room during the session
- 1 conference bag insert to announce the symposium

Please note:
All expenses for travel and conference registration of speakers and chair persons participating in the satellite symposia are at the sole expense of the sponsor.

Any additional requirements, e.g. translation, extra audio-visual equipment, extra furniture, extra decoration, extra assistance, changes in set-up of the room exclusively for the satellite, catering, etc., need to be organized in advance via Mondial & Cititravel Congresos and are at the sole expense of the sponsor.
Set-up and management are at the company's full discretion.

The Scientific Program

The session title and company name will be announced in all future conference announcements as well as in the final program.

A "complete program" has to include the following information:
Title of session
Names of chair persons
Titles of each presentation (incl. duration, topic, number and names of speakers)

The format of the symposium may be organized by the sponsor but needs to get final approval by the Program Chair. The scientific program of the satellite symposium has to be submitted for approval in writing by June 10, 2017.

Promotion & Session Attendance

Promotion or advertising prior to the satellite symposium is limited to the designated areas in the building and to the sponsor's booth. Handing out of programs and brochures at the entrance to the satellite symposium room is permitted only 30 minutes before the beginning of the session. Posters, sandwich boards, flyers or other means of guiding participants to the symposium are not permitted.

All persons attending the satellite symposium need to be registered to the Conference. Participants not in possession of a badge will not be allowed to enter the symposium room. This should be emphasized on the invitations sent to potential attendees by satellite symposia organizers.

3.2. POSTER AREA
Contribution: EUR 2.000,-

Delegates will be able to view posters next to the exhibition area.

The sponsor will be allowed to set up roll-up displays and hand out brochures in this poster exhibition area. The company logo will be presented on signage and in the final program.

3.3. INTERACTIVE PRESENTATIONS AREA
Contribution: EUR 2.500,-

An interactive presentations area will be displayed near the exhibition hall. The International Scientific Advisory Committee (ISAC) will select accepted posters for interactive presentations. Selected papers will be presented in a more interactively way during Poster Sessions.

The sponsor will be allowed to set up roll-up displays and hand out brochures in this interactive presentations area. The company logo will be presented on signage and in the final program.

4. Conference Materials

4.1. CONFERENCE BAGS
Contribution: EUR 4.000,-

Participants will be provided with a conference bag including the Conference logo and dates. Include: sponsor's logo printed on the front of the bag, display of logo on the website and final program.

4.2. CONFERENCE PENS & PADS
Contribution: EUR 1.500,- (excl. costs for production and delivery)

A pad and pen will be inserted to each delegate's conference bag. The design has to be approved by the local organizing committee in advance. Pads and pens must be delivered by the company. Include display of logo on the website and final program.

4.3. LANYARDS WITH COMPANY LOGO
Contribution: EUR 1.500,- (excl. costs for production and delivery)

Participants will be provided with an official conference name badge and sponsor's lanyard to be worn for the duration of the conference. Name badges are required in order to gain access to the scientific program sessions and the commercial exhibition. The design of the lanyards has to be approved by the local organizing committee in advance. Include: sponsor's logo printed on the lanyard, display of logo on the website and final program.

4.4. ABSTRACTS USB STICK
Contribution: EUR 6.000,-

Participants will be provided with a USB stick including the abstracts presented at the Conference. Include: sponsor's logo printed on the USB stick, display of logo on the website and final program. USB stick will be provided by the Conference

5. Marketing & Promotion – Visible Items

5.1. CONFERENCE BAG INSERTS
Contribution: EUR 500,- per insert

Companies have the opportunity to have their inserts added to the conference materials contained in the official conference bag (max. format DIN A4, double side, 2 pages).

5.2. CONFERENCE APP
Contribution: EUR 5.000,-

Conference participants can download the program before and during the conference via their mobile devices and receive on-going information about the conference. Include: the sponsor's logo on header of each screen of mobile app, alongside conference logo, indicating "platform sponsored by …", display of logo on the website and final program.

5.3. PREVIEW CENTER
Contribution: EUR 6.000,-

The preview center will be frequented by all speakers of the conference, so a maximum exposure for the sponsor company will be ensured. All presentations for the different lecture rooms will be uploaded in this area. Include: sponsor's logo as screensaver on laptops, display of logo on the website and final program.

5.4. WIFI
Contribution: EUR 8.000,-

Free WIFI can be made available to all participants. The sponsor covers the costs for WIFI in the conference venue. Include: sponsor's logo on the WIFI network, display of logo on the website and final program.

5.5. SIGNAGE
Contribution: EUR 4.000.- (exclusive)

Signs and boards will be needed to guide participants through the conference centre. Sponsor's logo will be printed on all signage around the conference venue.

For individual company displays/roll-ups there will be a contribution of EUR 2.000,- per item. Displays/roll ups will be delivered by the company.

5.6. ADVERTISING IN THE FINAL PROGRAM

Content: detailed program
Number of copies: approx. 600
Distribution: the final program will be handed over to each participant and distributed electronically.

- Inside front cover color EUR 1.300.-
- Full page color EUR 1.000,-
- Half page color EUR 500,-
- Inside back cover color EUR 1.200,-
- Back cover color EUR 1.800,-

5.7. CONFERENCE EMAILS TO REGISTERED DELEGATES

Contribution: EUR 1.000, - per sending

Emails sent by the Technical Secretariat on the company's behalf (excludes participants who have chosen to opt out of receiving promotional messages from industry).

5.8. TOUR TO THE ALBA SYNCHROTRON

Contribution: EUR 1.000,-

There will be a tour of the ALBA Synchrotron on the final day of the conference. This is traditionally a very popular excursion and attracts a good proportion of interested delegates. Include: sponsor's logo on the buses, display of logo on the website and final program

6. Catering Services & Social Events

6.1. WELCOME RECEPTION

Sponsor the Welcome Reception that will be held on Sunday October 8 at 18:30 h at the conference venue
Include: sponsor's logo incorporated into catering signage in the break, display of logo on the website and final program.

Contribution:
- Shared: EUR 2.000,- (maximum 2 available)
- Exclusive: EUR 3.500,-

6.2. COFFEE BREAKS

Morning and afternoon refreshments will be provided in the conference exhibition area for all participants. Include: sponsor's logo incorporated into catering signage in the break, display of logo on the website and final program.

Contribution:
- Morning or afternoon coffee break: EUR 1.500,–
- Coffee break package (morning and afternoon): EUR 2.500,-

6.3. CONFERENCE DINNER

Sponsor the Conference Dinner that will be held on Thursday October 12 at Marques de Comillas Hall.
Include: the opportunity to assemble your own table of the invited guests, sponsor's logo incorporated on the tickets that will be brought to the delegates and on the printed, display of logo on the website and final program.

Contribution:

- Shared: EUR 5.000,- (maximum 2 available)
- Exclusive: EUR 8.000,-

SHARE YOUR IDEAS

Do you have other marketing suggestions that are not mentioned here?

ICALEPCS2017 would be happy to discuss them with your company and explore every reasonable opportunity that can benefit our attendees and you

GENERAL CONDITIONS

Please refer to the "Terms & Conditions for Exhibitors/Sponsors"
E-mail: icalepcs2017@mondial-congress.com

Payments

To guarantee the reservation, a down payment of 50% will be invoiced upon receipt of the exhibition order from and is due for payment upon receipt of the invoice. The final balance is due by June 10, 2017. For bookings made after June 10, 2017, the full amount is due at the time of application

Cancellations

Cancellations and alterations have to be received in writing and confirmed by Mondial & Cititravel Congresos in order to take effect. Cancellation fee: 50% of total space costs will be forfeit if rental is cancelled by June 10, 2017, 100% thereafter.

Currency & VAT

All prices are quoted and payable in EURO and if demanded with Spanish VAT of 21% to bank account IBAN: ES80 2100 9445 9322 0026 9388 / BIC: CAIXESBBXXX.

In case payment is not received by Mondial & Cititravel Congresos in due time, the company reserves the right to withhold construction or other participation at the ICALEPCS2017 Conference.

Liability and Insurance

Neither the organizers nor the Palau de Congressos de Catalunya can take any responsibility for injuries or damages involving persons or properties during the event. The sponsors and exhibitors are requested to have their staff and products insured.

Logos

The use of the ICALEPCS and conference logo is not permitted without written permission of the organizers. These logos are only to be used in official conference publications or at events approved by the organizers. They may be used on satellite symposia invitations for sponsored satellite sessions held at the conference venue.

Recording of Sessions

No part of the scientific program may be photographed, filmed or otherwise recorded without prior permission from the organizers.

TERMS & CONDITIONS FOR EXHIBITORS/SPONSORS

1. Application for Exhibition/Sponsoring:

In order to be considered for Exhibition/Sponsoring, the application form must be filled in, completed with a legally competent signature, and delivered to us on time. However, mailing or delivering of the Application Form for Exhibition/Sponsoring to the Technical Secretariat does not constitute a formal agreement that the Exhibitor/Sponsor will be admitted to participate. Contractual conditions are constituted only after the Technical Secretariat has sent written confirmation of acceptance to the Exhibitor/Sponsor. In case of acceptance, Exhibitor/Sponsor will be bound by the Terms and Conditions listed in the prospectus and in the Application Forms for Exhibition and Sponsorship. The Technical Secretariat reserves the right to refuse any application to exhibit/sponsor without giving cause. Exhibition space and sponsorship items are allotted according to the terms and conditions as listed in the Exhibition/Sponsorship prospectus. Any company which disobeys the directives of the Technical Secretariat may be excluded from the exhibition/sponsoring with immediate effect by the Technical Secretariat. Such companies are liable for the whole rental sum, for the registration fee(s) and for all incidental expenses including the legal value added tax. All oral agreements, special permissions and special arrangements are valid only upon receipt of written confirmation.

2. Obligations and Rights of the Exhibitor:

The booths may only be used for exhibiting and advertising the Exhibitor's own products, materials or services as described in the application form, but not for the sale of any products. Advertising materials may be distributed only within the confines of the booth. Any kind of promotion outside the respective exhibition space is forbidden (such as Working Acts, distributing flyers etc.)The partial or complete subleasing or otherwise relinquishing of a booth to a third party, as well as private agreements for switching booths or floor space between two exhibitors is prohibited. The Technical Secretariat reserves the right to enter any booth at any time. Booths need to be occupied during exhibition hours. The exhibition rooms are to be used only during regular opening hours. Prior written permission from the Technical Secretariat is obligatory for the presentation of advertising lectures, advertising films, and slide projections, for the distribution of samples, beverages or food. It is strictly forbidden for companies which are not exhibitors/sponsors to advertise in any way in the exhibition hall or in the entrances to the exhibition hall.

3. Obligations and Rights of Technical Secretariat:

The Technical Secretariat reserves the right to revise the time and location of the exhibition, to shorten the duration of the exhibition and to cancel the exhibition altogether. Any change regarding the exhibition's time and duration neither entitles the exhibitor to cancel the contract nor to request a fee reduction or to put forward a claim to damages incurred by these changes.

4. Liability Insurance:

The Organizer provides general guard service and third party insurance at the Congress site. Equipment and all related display materials installed by exhibitors are not insured by the Organizer, and they will under no circumstances be liable for any loss, damage or destruction caused to equipment, goods or property belonging to exhibitors/sponsors. The Exhibitor agrees to be responsible for his property and person and for the property and persons of his employees and agents and for any third party who may visit his space through full and comprehensive insurance, and shall hold harmless the Organizer for any and all damage claims arising from theft and those perils usually covered by a fire and extended-coverage policy.

5. Set-up of booths:

To ensure a smooth course of events, Exhibitors must obey all directives and instructions of the Technical Secretariat regarding the use of booths, their decoration, the use of self-designed and self-constructed booths, and the fitting and furnishings of the booths. Before setting up their booths/displays/installations,
Exhibitors must first contact the Technical Secretariat and reconfirm placement of the booth as well as inform themselves of any special regulations relating to their booth. Side and back walls of booths are to be 3 (three) meters high. For any variation from this norm, specific permission must be obtained in advance from the Technical Secretariat. Written permission also needs to be obtained for any changes in the size or structure of the floor space, or for any changes to the rented objects. Booths must be set up and completed during the timeframe designated. An Exhibitor or advertising company contracted by the Exhibitor who wishes to set up a booth or exhibit of their own design and construction must first submit sketches and plans with a statement of color schemes of such a booth or exhibit to the Technical Secretariat. The Technical Secretariat reserves the right to demand changes in such booths or exhibits should safety regulations, technical requirements, or the responsibility of preserving or obtaining the best possible overall image for the exhibition, as judged by the Technical Secretariat, so require. The side and back walls of all stands should be finished on the outside as well as the inside. Exhibitors must avoid obstructing the view of or access to neighboring booths. Special care must be taken to avoid the use of lights or spotlights that may annoy visitors or neighboring booths. Should an exhibitor not follow the directives of the Technical Secretariat or not carry out such directives punctually, the Technical Secretariat reserves the right to take the necessary steps at the cost of the Exhibitor. The Technical Secretariat reserves the right to close or obstruct unused entrances or exits to the exhibition rooms and the right to direct the Exhibitor to another space in the exhibition hall if necessary even if this directive conflicts with previous written agreements. Technical Secretariat also reserves the right to rent floor space of a booth not finished on time to another applicant.
In such a case, the Exhibitor is responsible for all costs arising from cancellation.

6. Maintenance of booths and exhibition area:

Exhibitors are responsible for the proper care of the floors, walls, staircases and storage rooms as well as the hired booths and furnishings. Hired booths and furnishings must be returned in an orderly condition and in an orderly way. To avoid scratches and furrows on floors as the result of sliding heavy packing cases, exhibitors are required to use protective coverings. Exhibitors and their shipping agents, on specific orders from the exhibitor, must take special care when transporting

heavy packing cases and heavy loads. Exhibitors who wish to display extra heavy exhibits demanding special supports or foundations must request prior permission specifically in this matter from the Technical Secretariat. It is not permitted to drive nails or hooks into the walls of the exhibition hall, to install electric wiring or to cut or drill holes in the walls of the rented booths. Empty containers and packing materials must be disposed of at the exhibitor's cost before the start of the exhibition; cleaning the booth is the Exhibitor's responsibility. No part of an exhibition booth may be suspended from the ceiling. No part of an exhibit or of the booth's structure may protrude beyond the allotted area on any side. No signboards may protrude beyond the booth's walls. Decorating materials and wallpaper used by the exhibitor must be fire-proof. Prior to use, written proof of this fact must be presented to the Technical Secretariat. Police regulations, fire regulations and other official regulations must be observed at all times, also during the construction and dismantling of the exhibits.

7. Electrical Installations – Power consumption:

The Technical Secretariat will arrange the installation of a 230 Volt ring main supply, the costs of which is to be carried equally by all exhibitors. The Exhibitors agree to use this installation for all electric power requirements. The cost of electricity for each individual exhibitor will be calculated based on the wattage of the booth's electric equipment; this cost will be invoiced to each Exhibitor separately and is not included in the rental fee. Electrical installations within the booth are at the Exhibitor's expense; however, such installations may only be carried out by an electrician appointed by the Technical Secretariat. The Technical Secretariat however is not responsible for any losses or damage which may occur from interruptions or defects in the electric power supply.

8. Dismantling of booths:

The Exhibitor must dismantle the booth within the allotted time and return hired furnishings on time. Upon leaving, the Exhibitor must clear the booth area and clean the floor. Stored materials, empty containers and packing materials must be disposed of. Items for which the Exhibitor has made no arrangements regarding removal and storage at his/her cost and which are left behind become the property of the Technical Secretariat, and no reimbursement will be made for such items. The Technical Secretariat can demand that Exhibitors restore the exhibition area to the original condition at the Exhibitor's expense. If the Exhibitor does not dismantle and clear away his/her exhibit in a timely manner, these items will be removed by the Technical Secretariat at the Exhibitor's cost. The Exhibitor is liable for the actual cost incurred by the Technical Secretariat for such removals of abandoned exhibits. Rented Items which were originally accepted as satisfactory for rental by the exhibitor are to be returned undamaged and in satisfactory condition. All rented items are considered to be in satisfactory condition unless a written notation signed by the Technical Secretariat is made at the time of rental. Exhibitors must bear the costs of repairs to damaged exhibition areas and of repairs of or necessary cleaning of rented items.

9. Payments – Breach of contract:

Please refer to the terms of payment, reduction and cancellation policy and corresponding deadlines as given in the Exhibition/Sponsoring prospectus and the application forms for Exhibition/Sponsoring. The dimensions of floor space, booth measurements and rented items given are approximate. The Technical Secretariat reserves the right to change these dimensions in order to most efficiently use the available exhibition area and to adjust the booths to the blueprints of the exhibition hall. Prices charged are however based on the actual dimensions; if more floor space is later allotted and actually used than was originally ordered, the additional fee for it is to be paid immediately. Special requests regarding placement of the booths/sponsorship items will be considered. However, such requests do not constitute a condition of registration on the part of the Exhibitor/Sponsor. Furthermore, Technical Secretariat reserves the right to reduce the amount of floor space initially requested. Failure to comply with local authorities and international regulations may not be used as a ground to declare the contract void. Failure to comply with the Rules and Regulations will not expose the Technical Secretariat to any suits or demands by the Sponsor/Exhibitor/any third party. The Exhibitor bears the costs of taxes, fees or official charges on the rental sum, if applicable. A special fee is charged for decorating rented items in special material of the Exhibitor's choice. Also, Exhibitors must bear the cost of any special installations. In case of delayed payment, ten per cent (10%) interest per annum is charged. If a company wishes to renounce all claims to taking part in an exhibition after having contracted to do so, the company is nevertheless liable for the rental sum and for incidental expenses. In case of cancellation of the exhibition, the Technical Secretariat will return the part payments received less the sum equivalent to the costs which have arisen for the Technical Secretariat up to the time of cancellation; the registration fee will not be returned.

10. Place of Legislation:

In all cases of litigation it is agreed to by the Exhibitor that the competency of the duly authorized court in Barcelona, Spain is recognized. Electively, the Technical Secretariat may choose to appeal to the competent court in whose jurisdiction the exhibitor falls. Austrian law is to be applied.