

Order form for Exhibition Space

Please complete and return this form to the ERS either by mail or fax

European Respiratory Society
Marketing & Corporate Relations Office
Avenue Sainte-Luce 4
1003, Lausanne, Switzerland
Tel: +41 21 213 01 63
Email: exhibition@ersnet.org

Deadline: for orders of minimum 40 sqm, the deadline for sending the order is December 13, 2019.

All other orders will be taken on a first come first served basis as of this date.

Details of the Exhibitor

Company/Organisation Name: _____
Address: _____
City: _____ Country/State: _____
Country: _____ Postal code/Zip code: _____
Tel: _____ Fax: _____
E-mail: _____ Website: _____
Contact person: Ms Mrs Mr _____
Position: _____ Email (if different): _____

Stand requirements

We order as follows: _____ sqm exhibition space at ERS International Congress 2020
price per sqm EUR 598,- (+ statutory sales tax according to European regulations), minimum size: 9sqm (3X3)

Requested size (width & depth): _____ m by _____ m Stand format (Number of opened sides): _____
(measurements are meant as outside measurements and must be given in full meters only.) Please note that a waste disposal fee of EUR 2,50 per sqm will be charged

Preferred location (please indicate the block and preferred side)

1st choice: _____ 2nd choice: _____ 3rd choice: _____
Preferred choices will be taken into account for bookings with more than 20 sqm and submitted by the end of March 2020.

Co-Exhibitor company name: _____
Co-Exhibitor fee is EUR 1.295,- plus statutory sales tax according to European regulations.

Please read the following four points carefully:

1. To handle all of the technical and logistical aspects of the exhibition, the ERS has mandated INTERPLAN (INTERPLAN, Congress, Meeting & Event Management AG, Landsberger Str. 155, Haus 1, 80687 Munich, Germany). This means INTERPLAN will be in charge for all matters related to the onsite execution of the Exhibition during the European Respiratory Society International Congress 2020.
2. Data protection notice: ERS handles all personal data in accordance with the laws of § 4 under the Federal Data protection act. The collection, storing and processing of personal data is an essential part of the registration process. The data is used solely for the purpose of event organisation, and is only passed onto third parties who require this information to successfully organize the event. Your registration and inclusion in the Congress is subject to your written consent concerning the above. I hereby declare my consent that all the information made available to ERS concerning the organisation of the above mentioned Congress can be filed, saved, processed and correspondingly can be passed onto a third party where it is required for the successful organisation of the Congress.
3. This application is a binding agreement subject to the availability of exhibition space and according to the Rules and Regulations for ERS International Congress. ERS has the right to adjust the requested stand size according to the overall conception. By signing this form we, our directors, principals and employees and our contractors accept the contents of the Technical Information brochure, including all terms and conditions, rules and regulations contained therein and the rules and regulations of the appointed Congress Center.
4. Due to disruption caused by unapproved, badly managed and/or rogue Wi-Fi networks in the exhibition hall all exhibitors will be required to follow a Wi-Fi policy that will be sent in May 2020.

I understand that this is a binding agreement as outlined in part 2.

Signature of official representative:

Print Name: _____ Date: _____

Important Company Details

Please return this form together with your booking form, being sure to specify the invoice address or postal address where the contract and invoice should be sent should it differ in any way to the Exhibitor address already provided. Please also provide VAT Number or Certification of Residence in all cases. Where your accounts department require it, please supply an order number to ensure the billing process is as smooth as possible. Thank you in advance for your cooperation.

Company address to be mentioned in the contract (= beneficiary):

Company: _____ Contact Person: _____

Address: _____

Postal code: _____ City/Country: _____

Value added tax identification number (only for companies of the EU):

- ! As a non-EU Company, you need to forward the original of a Certification of Residence by post as proof of your local Tax Authority Agency that your company is registered as a taxable entity. Participation is only possible by sending this document.

Postal address the contract has to be sent to (in case it is someone different from the contact person):

Company: _____ Contact Person: _____

Address: _____

Postal code: _____ City/Country: _____

Invoice address (important: complete company name, e.g. Company XY GmbH & Co. KG):

Company: _____ Contact Person: _____

Address: _____

Postal code: _____ City/Country: _____

Value added tax identification number (only for companies of the EU):

- ! As a non-EU Company, you need to forward the original of a Certification of Residence by post as proof of your local Tax Authority Agency that your company is registered as a taxable entity. Participation is only possible by sending this document.

Purchase Order (PO) number if necessary: Yes No PO number _____
PO number will be provided later on (within 4 weeks after booking at the latest)

Postal address the invoice has to be sent to (in case it is different as the address and contact person mentioned above):

Company: _____ Contact Person: _____

Address: _____

Postal code: _____ City/Country: _____

Company details (to be mentioned in the Advanced Programme and on the website):

(e.g. XY-Pharma Ltd.) For the Exhibitors' Guide you'll receive further information.

City, Date _____ Signature / Stamp _____

I confirm that the above information is correct.

Please note: If the company and contact details supplied are incorrect or incomplete, ERS cannot guarantee the successful administration of this booking.

EUROPEAN RESPIRATORY SOCIETY , Marketing & Corporate Relations Office

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