

# EUROPEAN GRAPHENE FORUM - EGF 2017

## SPONSORSHIP AND EXHIBITION RESERVATION FORM

Please return this form, properly signed, by e-mail at [info@setcor.org](mailto:info@setcor.org).

### Order Confirmation

The Sponsor/ Exhibitor organization/company confirms its participation to the EUROPEAN GRAPHENE FORUM - EGF 2017 (and its concurrent event: The Smart Materials and Surfaces – SMS EUROPE 2017), to be held from 26 to 28 April 2017 in Paris, France, as:

**Sponsor**                       **Exhibitor**

Please specify in below the chosen Sponsorship/ Exhibition option(s):

	OPTION	FEES		SELECT YOUR OPTION	
		Before Mar 10, 2017	After Mar 10, 2017		
<b>Exhibition</b>	<b>Standard</b>	€ 2 500 <input type="checkbox"/>	€ 2 800 <input type="checkbox"/>		
	<b>Plus</b>	€ 2 800 <input type="checkbox"/>	€ 3 200 <input type="checkbox"/>		
<b>Sponsorship</b>	<b>Diamond</b>	€ 10 000		<input type="checkbox"/>	
	<b>Platinum</b>	€ 7 000		<input type="checkbox"/>	
	<b>Gold</b>	€ 5 500		<input type="checkbox"/>	
	<b>Silver</b>	€ 2 500		<input type="checkbox"/>	
<b>Additional Sponsorship and Networking Opportunities</b>	<i>Printing on delegate bag</i>	€ 3 200		<input type="checkbox"/>	
	<i>Sponsor's logo on lanyards</i>	€ 2 500		<input type="checkbox"/>	
	<i>Opening Ceremony</i>	€ 2 500		<input type="checkbox"/>	
	<i>Registration Desk Sponsoring</i>	€ 3 000		<input type="checkbox"/>	
	<i>Conference Lunch Sponsoring</i>	€ 4 500		<input type="checkbox"/>	
	<i>Conference Diner Sponsoring</i>	€ 6 000		<input type="checkbox"/>	
	<i>Delegate bag insert</i>	€ 1 000		<input type="checkbox"/>	
<b>Printing advertising Options</b>	<b>Back Cover</b>	€ 5 000		<input type="checkbox"/>	
	<b>2<sup>nd</sup> Cover</b>	€ 3 500		<input type="checkbox"/>	
	<b>3<sup>rd</sup> Cover</b>	€ 2 500		<input type="checkbox"/>	
	<b>Inside page</b>	€ 1 500		<input type="checkbox"/>	

## Contact person

Name/Surname \_\_\_\_\_ Phone \_\_\_\_\_

e-mail \_\_\_\_\_

Notes \_\_\_\_\_

## Contact person

Sponsor / Exhibitor organization name \_\_\_\_\_

Invoice address \_\_\_\_\_

The invoice will be issued upon payment is received

## Payment

In order to confirm the chosen option, the amount for the sponsorship and/or the exhibition fee will have to be paid within 15 days from the signature of the present order form on the following bank account details:

**Account Name:** SETCOR MEDIA FZ-LLC  
**IBAN:** AE54 033 0000 019100130861 (EUR currency account)  
**BIC/SWIFT:** BOMLAEAD  
**Bank Name:** Mashreq Bank psc – Dubai, United Arab Emirates  
**Payment reference:** Sponsor/Exhibitor EGF 2017 - *[add the Exhibitor/Sponsor name here]*

Please send us a copy of the bank transfer by e-mail at [info@setcor.org](mailto:info@setcor.org).

## Signature

The Sponsor/Exhibitor hereby declares that it intends to take part to the European Graphene Forum – EGF 2017, accepting all terms and conditions the Sponsor / Exhibitor is subordinated to, by signing this form, it agrees to abide by all the conditions contained in the above Sponsors and Exhibitions Rules.

Place & date \_\_\_\_\_

Signature of the legal representative & organization stamp

\_\_\_\_\_

# SPONSORS AND EXHIBITORS RULES

## ART.1 – Denomination and Goals

1. SETCOR organizes the European Graphene Forum - EGF 2017, herein is “the conference”.
2. Participation to the conference is subject to the following rules:

## ART.2 – Location and Timetable of the Conference

The conference will take place from 26 to 28 April 2017 in Paris, France. The event time will be from 8.00 to 18.00.

## ART.3 – Payment Condition

1. The request to participate as Sponsor or Exhibitor is considered accepted once:
  - Copy of the Sponsors and Exhibitors Form properly signed has been received by e-mail at [info@setcor.org](mailto:info@setcor.org).
  - The bank transfer has been received at the following Bank Account:  
*Acc. Name: Setcor Media FZ LLC*  
*IBAN: AE54 033 0000 019100130861*  
*BIC/SWIFT: BOMLAEAD*  
*Payment ref.: Sponsor/Exhibitor details here.*
2. Payments received after the date communicated by the Organizing Committee do not guarantee the possibility to have the Sponsor /Exhibitor logo on the Conference materials.

## ART.4 – Admission

The participation in the conference is subject to the acceptance by the organizer.

## ART.5 – Setting up and Taking Down

Stands can be set up on 25 April 2017 (14:00 – 19:00) and taken down on the 28 April 2017 between 16:00 - 20:00.

## ART.6 – Delivery and collection of the materials

1. Materials for Desk/stand setting up or for any other use during the event should be delivered after Thursday 20 April 2017, with a beforehand written communication to the Organizing Committee, at the conference venue in Paris with the clear and visible indication “EGF 2017 Conference” and the Exhibitor/Sponsor’s Name on any item, and should be collected at the end of the event.
2. Delivery expenses to/from the Conference venue, including any import fees, are at Exhibitor/Sponsor’s expenses.
3. Unclaimed goods may be will be destroyed at the end of the event.

## ART.7 – Renunciation

1. All cancellations must be given to the Organizing Committee by e-mail at [info@setcor.org](mailto:info@setcor.org).
2. For the conference, the following cancellation fees will be applied (unless otherwise indicated on the event’s web site):
  - If the written cancellation is received by the organizing Committee before Jan 26, 2017,

your payment less 20 % of the chosen package rate will be reimbursed.

- If the written cancellation is received by the organizing Committee between Jan 27, 2017 and Mar 10, 2017, 50% of the registration fee will be reimbursed.
- No reimbursement will be made after Mar 10, 2017.

## ART.8 – Desk/Stand assignment

The desk/stand assignment will be done on a first come, first served basis (unless otherwise indicated on the event’s web site), as well as per stands availability and sponsorship category. Organizers reserve the right to make changes to this order for organizational needs, giving, when possible, contextual communication to the interested sponsor / exhibitor.

## ART.9 – External costs

Expenses for the dispatch/transport/layout of the exhibited material both during the setting up and the taking down of the expositive space, as well as any other cost related to the participation to the Conference and not mentioned in the Sponsors and Exhibitors Form, is considered excluded from this offer. Any kind of refund for damages and the of the exhibited material is also excluded.

## ART.10 – Security

1. Exhibitors must comply with all security and fire-prevention norms applicable in the Conference venue and all arrangements on the subject that can be enacted by the Organizing Committee.
2. Exhibitors are required to comply with the safety standards. Non-fulfilment of Safety regulations and fire prevention can lead to the immediate closure of the stand, as well as to the exclusion of the exhibitor from future editions of the Conference.
3. Exhibitors cannot make use of cylinders or other containers filled with gas of any type, or to keep tanks, heaters or other recipients filled with gas or combustibles for the functioning of machines, except in the case of authorization by the Organizing Committee and/or the conference venue on case by case basis.

## ART.11 – Prohibitions

It is prohibited for the exhibitor to:

- a. Give up or exchange – even at no charge – the space assigned;
- b. Occupy a surface area bigger than that assigned or exceed the height measurements established by the Organizing Committee;
- c. Store packaging or other materials not destined for display in the assigned space, or in the surrounding area, or even in the Conference enclosure;
- d. Display posters or signs outside the assigned areas or in places or positions different from those established by the Organizing Committee;

- e. Distribute or give tastes, in a propagandistic manner, of paid samples, or by drawings, lotteries or games, unless authorized in writing to do so by the Organizing Committee, which can reserve the right to apply a special tax/fees and to discipline such activities;
- f. Use loud calls or other forms of publicity which for their substance or outward appearance can be against the law or regulations, or which can constitute conclusion of direct comparison with other participants, or which can, however, disturb them or cause them harm, and even less to gather signatures, declarations or judgments; propaganda or judgments which can sound critical of or offensive to political and social institutions of the conference's and other countries;
- g. Carry out trials, demonstrations or operations that can compromise the safety of persons or objects, or that might disturb, irritate, cause damage or danger or which however, at the judgment of the authority in charge of security and accident prevention, are deemed dangerous;
- h. Light fires, introduce explosive, detonating, dangerous or fuel-smelling materials, or that in any case can cause damage or can be bothersome;
- i. Leave the area unwatched or in a state of abandon.

#### **ART.12 – Damages to expositive spaces and congressional spaces**

1. Expositive spaces must be returned in the same conditions as before the Event.
2. The Organizing Committee reserves the right to request compensation for damages caused directly or indirectly to persons and/or objects of the Organizing Committee, The conference venue properties or third parties.
3. The Organizing Committee is not responsible for the loss or thefts of materials or goods left in the Conference area.

#### **ART.13 – Unpredictable events**

In case of unpredictable events or in any other situation not depending on the organizers, as a Force Majeure or act of god, the Conference can be cancelled or modified.

#### **ART.14 – Governing law and disputes**

1. These terms and conditions are governed by the French law
2. The Court of Paris is competent for any dispute rising from the interpretation and/or execution of these terms and conditions