

EXHIBITOR SPACE ONLY / NO SHELL SCHEME

		PLEASE TICK		PLEASE TICK
DO YOU REQUIRE A TABLE?	YES		NO	
DO YOU REQUIRE 2 CHAIRS?	YES		NO	
DO YOU REQUIRE ELECTRICITY (3-WAY POWER SOCKET)	YES		NO	
BOOTH NUMBER				

Exhibitors are allowed free registration to the event. Registration of your representatives must be made by completing the **online exhibitor registration form**.

Would you like to give a company presentation at our industry session? YES or NO

(This is on a first come, first served basis to let you give a short PowerPoint presentation to our international audience).

EXHIBITOR EVENT SPONSORSHIP OPPORTUNITIES

		PLEASE TICK		PLEASE TICK
DO YOU WANT TO BE A WELCOME RECEPTION SPONSOR? €300+VAT	YES		NO	
DO YOU WANT TO BE AN EXHIBITOR DRINKS SPONSOR? €300+VAT	YES		NO	
DO YOU WANT PROMOTION THROUGH THE EXHIBITOR SOCIAL MEDIA PACKAGE? €350+VAT	YES		NO	
WOULD YOU LIKE TO PLACE AN A4/A5 FLYER INSIDE OUR WELCOME PACK? €500+VAT	YES		NO	
DO YOU WANT TO PLACE AN ADVERT INSIDE THE CONFERENCE PROGRAMME? €750+VAT	YES		NO	
ARE YOU INTERESTED IN RECEIVING OTHER SPONSORSHIP PACKAGES INFO	YES		NO	

Signed.....

Date.....

Please ensure you read and agree to the terms and conditions below before signing.

TERMS & CONDITIONS

Cancellation policy for reserving exhibition booths. Should you wish to cancel your booth reservation, please email dishi-phillips@euspen.eu The following cancellation fees apply:

Free cancellations until April 1st 2024. Cancellations received after May 1st 2024 - full refund of exhibition booth fee (minus 10% administration fee). *All cancellation requests need to be in writing.*

Electricity

One electrical socket (with 3 power points) will be supplied to all booths. Extension cables will not be supplied unless specified and will be subject to an additional charge.

Additional items (eg tables, chair, showcases) are available upon request and subject to additional charges.

Disclaimer

euspen will attempt to safeguard exhibitor's stands and equipment but excludes all liability for damage in set-up procedures, during the conference or in dismantling by the venue, exhibitors or delegates. euspen excludes damages suffered as the result of faulty rented objects, untrue information regarding space allocation, stand size or other deficiencies in the service provided unless the exhibitor immediately complains in writing, except in the event of intent or gross negligence by euspen. For comprehensive cover, exhibitors are advised to take out their own insurance. Exhibitors will be liable for any damage to the University College Dublin, IE in set-up and dismantling.

Invoices will be issued in March 2024.

*Prices stated for exhibition booths exclude VAT.