

ProSTEP iViP Symposium 2017

17/18 MAY 2017, COLOSSEUM THEATER ESSEN, GERMANY

kindly supported by CONTACT Software and thyssenkrupp



EXHIBITION - VIA E-MAIL

Contact: Oliver Lortz • Phone: +49 6151 9287 369 • exhibition@prostep.org

Price Standard Exhibition Booth: Euro 5.700,- + VAT
Price Premium Exhibition Booth: Euro 10.000,- + VAT

The option of participating in the exhibition is not contingent on your company making a presentation at the ProSTEP iViP Symposium.

Services included:

Standard Exhibition Booth (1 space)	Premium Exhibition Booth (2 spaces)
Occupied space: 2 x 3 m	Occupied space: 2 x 6 m or 4 x 3 m
- Wall with lighting	- Wall with lighting
- One Table (height approx. 110cm)	- Two Tables (height approx. 110cm)
- Two Bar stools	- Four Bar stools
- One Brochure Rack	- Two Brochure Racks
- Power supply: 230V	- Power supply: 230V
2 participants free of charge (booth personnel)*	4 participants free of charge (booth personnel)*
50 program flyers	50 program flyers

* Switching of this two participants during the event is not possible.

Substitute participants will be accepted at no extra charge (only for the complete duration of the event).

Booth placement:

Please select your preferred booth space and an alternative space using the floor plan that can be found at <http://www.prostep.org/en/events/symposium/symposium-2017/exhibition.html>

Then enter the number of your preferred booth space and the alternative space in the attached order form. (Note: if you have a premium booth, please select two booth spaces)

The booth spaces will be assigned on a "first-come, first-served" basis. We will contact you if both of the spaces you selected have already been allocated by the time we receive your order.

A booth space can only be booked using the attached order form, which we need you to sign and return to us (via e-mail to exhibition@prostep.org). You can supply us with an order number for your booth space later.

Deadlines and Time Schedule / Instructions:

Registration Oliver Lortz ProSTEP iViP Association E-mail: exhibition@prostep.org Phone: +49-6151-9287-369	By 10 March 2017 Please register soon as there is only a limited number of booths available!
Provision of company logo and link to your homepage (Note: By providing us with your logo, you consent that we include it in presentations and the proceedings and post it on the ProSTEP iViP website together with other exhibitors)	asap GIF or JPG file to exhibition@prostep.org
Set up booth	16 May 2017 / 13:00 – 19:00 h
Dismantling	18 May 2017 (approx. 16:00 h)
Exhibition opening times	17 May 2017 / 09:00 – approx. 17:00 h 18 May 2017 / 08:30 – approx. 14:00 h

Cancellation of exhibition booth: For cancellations received in writing before 28 March 2017 we will charge an administrative processing fee of 400,- Euro. All cancellations after this date cannot be granted and the exhibitor fee will be charged in full.

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Send E-mail to: exhibition@prostep.org

We hereby register for the accompanying exhibition at the ProSTEP iViP Symposium on 17/18 May 2017, Colosseum Theater Essen under the terms stated in the exhibition conditions.

Standard Exhibition Booth: *Euro 5.700,- + VAT*
please select 1 space

Premium Exhibition Booth: *Euro 10.000,- + VAT*
please select 2 spaces

Prio A Booth #

Prio B Booth #

First-come, first-served. If both booths are not available, we will contact you directly.

Company

Contact - Name

Phone

Fax

E-mail

Mailing Address (Street/P.O. Box, Postal Code, City)

Billing Address (if differing)

Order Number/Reference Number

VAT Number

(if needed in your company / can be submitted later)

Date/Stamp/Signature

Optional booth equipment:

Description	Price/Euro	Quantity
PC Table	price follows asap	
Table (height approx. 110cm)	75,- +VAT	
Bar Stool	25,- +VAT	
Brochure Rack	94,- +VAT	
Internet connection	WLAN in the exhibition area	✓