

# **11th Annual Advanced Interventional Pain Conference & Practical Workshop**



**Budapest, Hungary**

**Conference and Practical Workshops  
September 17-20, 2006**

**Eighth WIP FIPP Examination  
September 21-22, 2006**

**Invitation to Industry  
Sponsorship and Exhibition Prospectus**

**[www.kenes.com/wip06](http://www.kenes.com/wip06)**

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## INVITATION FROM CHAIRMAN

Dear Colleagues and Friends:

The 11<sup>th</sup> Interventional Pain Conference is promising to be the best so far. Budapest has become one of the sites where continuity of pain education has been made possible by the friendly atmosphere, the light-hearted classically surroundings, good music, good food and wonderful friendships. Grateful patients and grateful participants can measure the impact. Whatever you knew prior to the conference, you will know more after the conference because the intent is to teach and to learn for better patient care. The program invites experienced, high-quality practitioners, knowledgeable professors that present evidence-based as well as clinical experience.

For the eighth *FIPP (Fellow in Interventional Pain Practice)* Examination, there is an introductory Review Course that is helpful. The written examination is in depth but fair. The practical examination is in front of recognized experts who are the examiners, and every single one of them has gone through the examination process. The FIPP exam tests for patient safety, breadth of knowledge and the opportunity to document the candidates' skills. The oral examination is widely appreciated by the participants and is described as in depth and fair. In 2006 we shall exceed 300 graduates who will have passed the FIPP and will be able to proudly wear the distinctive "Scottie dog" scarf or tie. Nobody else in the world will be able to do that. They also will have completed Part II toward ABIPP certification for USA physicians.

We have come to realize that knowledge is important but also important is the ability to show continuing medical education credits, and we are pleased CME credits will be available in Europe. Efforts are under way toward AMA recognition in USA.

To organize a conference of such breadth and scope is expensive and a large part of the costs are made possible by the educational grants of our sponsors. We are grateful to our tentative sponsors, Medtronic, ANS, Advanced Bionics, Epimed, Allergan, Elan, Pfizer and Philips, and hopefully other x-ray provider-sponsors. We always appreciate and acknowledge the support publicly for all to see that we are all involved in improving patient care. Please help us to make this conference more successful and keep up with the new information, and if you are not a FIPP graduate, I am looking forward for you to sign up as soon as you are qualified and prepared.

We look forward to welcoming you in Budapest, Hungary.

Sincerely yours,



Gabor Racz, M.D., FIPP  
Course Director  
Grover Murray Professor  
Professor and Chair Emeritus  
Director of Pain Services

# **INFORMATION ON WIP**

## **The Concept & Goals of the World Institute of Pain**

The majority of acute, chronic, and cancer patients are inadequately represented in the world. The population of chronic pain and cancer pain patients is expected to double by the year 2030 the older population is expected to live longer. Specialized and focused care of pain patients is essential if adequate and continued care is to provide comfort and functional improvement in their daily living. Pain medicine specialists can provide this care.

## **Goals of WIP**

To educate and train physicians working in centers that includes local hands-on training, international seminars, and exchange of clinicians. WIP strives to constantly update physicians with state-of-the-art pain information, including a newsletter, scientific seminars, interlinked telecommunications, and publication of a journal and books.

Develop common protocols for efficacy and outcome studies.

Communicate administrative and patient-related matters on a regular basis by way of newsletter, telephone hook-up, world directory of pain centers (region by region), and video conferencing (including patient consultation).

Administer the highest qualification examination through the FIPP (*Fellow in Interventional Pain Practice*) Examination in testing trainees, and to provide know-how in the examination process.

Encourage interested industries to provide information on pain medicine in each region of the world; to bring together local pain physicians and industry, for education in new technology and training; and to formulate and assist fellowship programs.

# **BOARD OF DIRECTORS AND MEMBERS**

## **WIP Executive Board of Directors**

<b>Gabor B. Racz</b> , M.D., FIPP, President	USA
<b>Serdar Erdine</b> , M.D., FIPP, President Elect and Chair FIPP Examination	Turkey
<b>P. Prithvi Raj</b> , M.D., FIPP, Past President	USA
<b>David Niv</b> , M.D., FIPP, Past President	Israel
<b>Richard Rauck</b> , M.D., FIPP, Secretary	USA
<b>Philip Finch</b> , M.D., FIPP, Treasurer	Australia
<b>Ricardo Ruiz-Lopez</b> , M.D., FIPP, Adviser	Spain

## **Board Members**

<b>Charles Gauci</b> , M.D., FIPP	Australia
<b>Samuel Hassenbusch</b> , M.D., FIPP	USA
<b>Patrick McGowan</b> , M.D., FIPP	UK
<b>Nagy Mekhail</b> , M.D., FIPP	USA
<b>Ricardo Plancarte</b> , M.D., FIPP	Mexico
<b>Michael Stanton-Hicks</b> , M.D., FIPP	USA
<b>Athina Vadalouca</b> , M.D., FIPP	Greece
<b>Maarten Van Kleef</b> , M.D., FIPP	Netherlands
<b>Giustino Varrassi</b> , M.D., FIPP	Italy
<b>Jan Van Zundert</b> , M.D., FIPP	Belgium

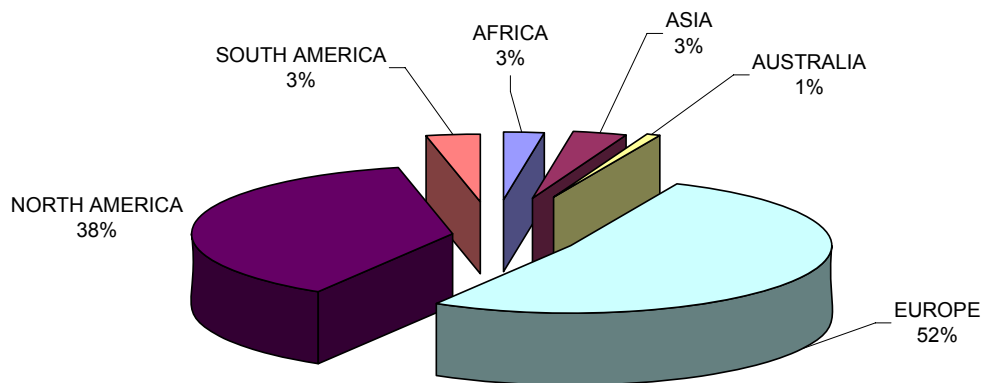
## **Ex Officio Members**

<b>Craig Hartrick</b> , M.D., FIPP	USA
<b>Jose Rodriguez</b> , M.D., FIPP	Puerto Rico

# PREVIOUS CONFERENCE STATISTICS AND DEMOGRAPHICS

Year	Conference	Venue
2005	10 <sup>th</sup> Annual Advanced Interventional Pain Conference	Kempinski Hotel Corvinus Budapest

## Profile of Attendees:



## PRELIMINARY TIMETABLE

### Sunday, September 17, 2006

Afternoon	Registration
Evening	Speakers Dinner

### Monday, September 18, 2006

Morning	Opening Plenary	Exhibition
	Coffee Break	
	Plenary Session	
	Lunch	
Afternoon	Workshops at the University	
Evening	Awards Ceremony	

### Tuesday, September 19, 2006

Morning	Conference Plenary Session	Exam Preparation Course	Exhibition
	Coffee Break		
	Plenary Session (Cont)	Exam Preparation Course (Cont)	
	Lunch		
Afternoon	Workshops at the University		
Evening	Gala Dinner and Entertainment		

### Wednesday, September 20, 2006

Morning	Conference Plenary Session	Exam Preparation Course	Exhibition
	Coffee Break		
	Plenary Session (Cont)	Exam Preparation Course (Cont)	
	Lunch		
Afternoon	Workshops at the University		
Evening	Evening Event		

### Thursday, September 21, 2006

Morning	FIPP Written Examination
Afternoon	University

### Friday, September 22, 2006

Morning	University: Practical Exams
Afternoon	University

# **GENERAL INFORMATION**

## **CONFERENCE VENUE**

Kempinski Hotel Corvinus Budapest  
Erzsebet ter 1051  
Budapest, Hungary

A special relaxing atmosphere, luxurious rooms and elegant restaurants await you at the first member of the Leading Hotels of the World in Hungary. Enjoy the ambience and service of a luxury hotel, experience its unique hospitality and expect to find state of the art technology and equipment. The combination of tradition and the spirit of the age make this an outstanding hotel.

## **LANGUAGE**

The official language of the Conference will be English.

## **CONFERENCE LOCATION: BUDAPEST, HUNGARY**

There are some who fall in love with the place after the first glimpse, there are others who become devotees of the city only after a long acquaintance, but of one thing all are agreed, this is one of the most beautifully situated cities in the world.

The Broad Danube runs through the middle of this metropolis of two million, dividing hilly Buda from the Pest plain: the Danube panorama has been declared a UNESCO World Heritage site. To know why, you just have to see the Castle District and embankment at night, beautifully illuminated.

From among the sights of the city there are 2000-year-old Roman amphitheatres, 400-year-old Turkish baths, and turn-of-the-century and characteristically Hungarian Art Nouveau ("Secession") buildings. Europe's largest Parliament, the more than 100-year-old, 691-room neo-Gothic palace faces to the mirror of the Danube water. Lovers of culture will find their only difficulty choosing what to see.

## **CERTIFICATE OF ATTENDANCE**

An official certificate of attendance will be given after completion of the practical interventional techniques course.

## **CME CREDITS**

CME Credits will be available to attendees.

## **WIP 2006 CONFERENCE SECRETARIAT**

Kenes International  
17, rue du Cendrier  
P.O. Box 1726  
CH-1211 Geneva 1  
Switzerland  
Tel: +41 22 908 04 88  
Fax: +41 22 732 2850  
E-mail: [wip06@kenes.com](mailto:wip06@kenes.com)  
Website: [www.kenes.com/wip06](http://www.kenes.com/wip06)

## **SPONSORSHIP AND EXHIBITION SALES CONTACT**

### **WIP 2006**

#### **Audrey Alloul**

Kenes International  
Address as above  
Tel: +41 22 908 0488 ext. 541  
Email: [aalloul@kenes.com](mailto:aalloul@kenes.com)

## **ACCOMMODATION**

Kenes International will be offering specially reduced prices for accommodation. Further details will be available on the conference website, which will be updated regularly.

## **REGISTRATION FEES AND SOCIAL EVENTS**

You can register electronically for the Conference via the website: [www.kenes.com/wip06](http://www.kenes.com/wip06)

Full participant	€ 1300
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Fees for Conference Participants include participation in all scientific sessions, printed material of the Conference, Coffee Breaks as well as light lunch, entrance to the Exhibition, Evening Events, Award Ceremony and the Gala Dinner.

### **CANCELLATION POLICY**

Up to 90 days prior to arrival- full refund less bank charges

Up to 60 days prior to arrival-cancellation charge of €50

Less than 60 days prior to arrival- no refund

## **OFFICIAL SOCIAL EVENTS**

In order to prevent clashes between industry events and official social functions, please find the provisional dates for the official Social Events.

<b>Date</b>	<b>Time</b>	<b>Event</b>
September 17, 2006	Evening	Speakers Dinner
September 18, 2006	Evening	Awards Ceremony
September 19, 2006	Evening	Gala Dinner and Entertainment

# **INFORMATION FOR SPONSORS AND EXHIBITORS**

## **APPLICATION FOR SPONSORSHIP**

Application for sponsorship can be made in writing with the enclosed booking enquiry form to:

### **WIP 2006**

Audrey Alloul  
Kenes International  
17, rue du Cendrier  
PO Box 1726  
CH-1211 Geneva  
Switzerland

Tel: +41 22 908 0488 ext. 541

Fax: +41 22 732 2850

Email: aalloul@kenes.com

Once a Booking Form is received a contract will be sent to you for completion. This contract should be signed and returned with a 50% deposit payment to the sponsorship/exhibition office address above. Alternatively an invoice for the deposit can be requested on the Booking Form. Once this has been received a confirmation of sponsorship will be mailed to you with an accompanying invoice.

## **TERMS OF PAYMENT**

50% with signed contract

50% by July 17, 2006

All payments must be received before the start date of the Conference.

## **PAYMENT METHODS**

Option 1: Payment by cheque. Please make cheques payable to: WIP 2006.

Option 2: Payment by Bank Transfer. Please make drafts payable to WIP 2006.

Bank Account: Credit Suisse Bank Geneva, 1211 Geneva 70, Switzerland

Clearing N°: 4251

Swift N°: CRESCHZZ12A

Account N°: 693980-52-82

IBAN-NR CH73 0425 1069 3980 5208 2

Bank charges are the responsibility of the payee.

## **CANCELLATION POLICY**

Cancellation must be made in writing to:

### **WIP 2006**

**c/o Audrey Alloul**

Kenes International

Address as above

Fax: +41 22 732 2850

Email: aalloul@kenes.com

The organizers shall retain:

- 10% of the agreed package amount if the cancellation is made on or before January 17, 2006
- 50% of the agreed package amount if the cancellation is made between January 18, 2006 and May 17, 2006
- 100% of the agreed package amount if the cancellation is made after May 17, 2006

## **GENERAL CONDITIONS**

Terms and Conditions for sponsorship will be included in the sponsorship agreement.

## **TERMS AND CONDITIONS**

The Term and Conditions of exhibiting are included in this Prospectus. Please note that signature of the Exhibition Booking Form indicated acceptance of these Terms and Conditions.

## **SPONSORSHIP PACKAGES & ITEMS**

### **GOLD SPONSORSHIP PACKAGE**

**€ 50,000**

- ✓ Unrestricted Educational Grant:
  - This grant will be used to support in part the costs associated with the sessions and courses offered at this Conference
- ✓ Exhibition Space
  - 9 m<sup>2</sup> Exhibition Space
- ✓ Advertisement
  - Full Page Color Advertisement on the Back Cover of the Proceedings Book or on the Inside Front, Inside Back or Inside Page of the Final Program. Advertisements will be assigned on a “first come, first served” basis.
  - Sponsor’s logo with hyperlink on Conference website
  - Inclusion of Sponsor’s company brochure in the participants’ bags
- ✓ Choice of one of the following sponsorship items (allocated on a “first come, first served: basis):
  - Participants’ bags:
    - The bag will bear the sponsor's logo and the Conference logo and will be distributed to all participants
  - Faculty Dinner:
    - This is an opportunity for the Sponsor to be associated with a prestigious dinner for the International Scientific and local Conference Faculty
    - Sponsor’s name and logo printed on function invitation and menu
    - Sponsor’s logo on sign at the entrance to the event
    - Sponsor will have the opportunity to distribute give-aways
    - 6 complimentary invitations to the Faculty Dinner
  - 1 Lunch (There will be 1 lunch served on each day of the Conference):
    - Lunch will be served everyday at 13:00
    - Sponsor may provide Menus and/or Napkins with the company name and logo
    - Sponsor may hand out give-aways
- ✓ Registration
  - 4 complimentary Conference registrations
- ✓ Acknowledgement
  - Gold Sponsors will be acknowledged as such on the Sponsors’ Board on-site and in the Final Program

### **SILVER SPONSORSHIP PACKAGE**

**€ 30,000**

- ✓ Unrestricted Educational Grant
  - This grant will be used to support in part the costs associated with the sessions and courses offered at this Conference
- ✓ Exhibition Space
  - 6 m<sup>2</sup> Exhibition Space
- ✓ Advertisement
  - Full Page Color Advertisement on the Inside Page of the Final Program
  - Sponsor’s logo with hyperlink on Conference website
  - Inclusion of Sponsor’s company brochure in the participants’ bags
- ✓ Choice of one of the following sponsorship items(allocated on a “first come, first served: basis):
  - 1 Coffee Break:
    - Coffee will be served during breaks on each day of the Conference:
      - Monday, September 18, 2006, at 10:00
      - Tuesday, September 19, 2006, at 10:30
      - Wednesday, September 20, 2006, at 10:00
    - Sponsor will be given the opportunity to provide branded napkins

- 1 Lunch (There will be 1 lunch served on each day of the Conference):
  - Lunch will be served everyday at 13:00
  - Sponsor may provide Menus and/or Napkins with the company name and logo
  - Sponsor may hand out give-aways
- ✓ Registration
  - 2 complimentary Conference registrations
- ✓ Acknowledgement
  - Silver Sponsors will be acknowledged as such on the Sponsors' Board on-site and in the Final Program

**AWARDS CEREMONY**

**€ 25,000**

Sponsor will have the opportunity to promote itself at the Conference Awards Ceremony taking place on Monday, September 18, 2006.

- ✓ Sponsor's name and logo printed on function invitation and menu
- ✓ Sponsor's name and logo printed on banner inside the Hall
- ✓ Sponsor will have the opportunity to distribute give-aways
- ✓ Sponsors will be acknowledged as an Official Sponsor in the Final Program
- ✓ 6 complimentary invitations to the Awards Ceremony
- ✓ Sponsor's logo with hyperlink on Conference website
- ✓ Acknowledgement in Sponsors' List in the Final Program
- ✓ Acknowledgement on Sponsors' Boards on-site

**PROMOTIONAL MATERIAL**

**€ 1,500**

Inclusion of promotional material, such as leaflets and brochures, in the participants' Conference bags. Please note that the material should be provided by Sponsor and must be approved by the Secretariat.

- ✓ Sponsor's product information will be available for all Conference participants
- ✓ Acknowledgement on Sponsors' Board on-site
- ✓ Acknowledgement in the Sponsors' List in the Final Program

**ADVERTISING SPONSORSHIP OPPORTUNITIES**

Advertisements are available in the following Conference publications:

Type	Back Page	Inside Front	Inside Back	Inside Page
	€	€	€	€
Final Program	-	-	-	2,000
Proceedings Book	-	4,000	4,000	2,500

**SPECIAL REQUESTS**

We are aware that sponsorship of any of the above items may not suit your current marketing aims. We are therefore willing to tailor a package to suit your objectives. Please feel free to contact the Geneva Sponsorship Office to discuss your needs.

**ACKNOWLEDGEMENTS**

Please note that all sponsors and exhibitors will be acknowledged in the final program, on acknowledgement boards at the Conference and on the Conference website. Please forward your company logo (in eps 300dpi format) in both black and white and color versions to [wip06@kenes.com](mailto:wip06@kenes.com)

## SPONSORSHIP BOOKING FORM

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Please complete and send to:

**WIP 2006**

Audrey Alloul

Kenes International

17, rue du Cendrier

PO Box 1726

CH-1211 Geneva, Switzerland

Fax: +41 22 732 2850

Email: [aalloul@kenes.com](mailto:aalloul@kenes.com)

CONTACT NAME: .....

NAME OF COMPANY: .....

ADDRESS: .....

POST/ZIP CODE: \_\_\_\_\_ COUNTRY: .....

TELEPHONE: \_\_\_\_\_ FAX: .....

EMAIL: \_\_\_\_\_ WEBSITE: .....

I would like to book the following Sponsorship Items:

Sponsorship item	Price	√
Gold Sponsorship Package	€50,000	
Silver Sponsorship Package	€30,000	
Awards Ceremony	€25,000	
Promotional material	€1,500	
<b>Advertising</b>		
Final Program (Inside Page)	€2,000	
Proceedings Book (Inside Front/Inside Back/Inside Page)	€4,000/€4,000/€2,500	
<b>Total Amount (please complete)</b>		

Please call me to discuss our sponsorship package

Please send me a sponsorship contract and first 50% deposit invoice

Signature ..... Date .....

## **EXHIBITION INFORMATION**

The commercial/technical Exhibition will be held at the Kempinski Hotel Corvinus Budapest. The floor plan has been designed to maximise exhibitors' exposure to the delegates and all lunch and coffee breaks will be held in the exhibition area.

### **PROPOSED DATES: (Subject to Change)**

#### **SET UP TIMES:**

Monday, September 18, 2006                      05:00 – 07:00

#### **EXHIBITION OPENING HOURS (Subject to change):**

Monday, September 18, 2006                      09:00 – 13:30

Tuesday, September 19, 2006                      09:00 – 13:30

Wednesday, September 20, 2006                      09:00 – 13:30

#### **DISMANTLING / BREAKDOWN TIMES:**

Wednesday, September 20, 2006                      13:30 - 16:00

### **SHELL SCHEME RENTAL**

The price is €600 per square meter. This includes:

- Exhibitors' Technical Manual
- Refreshments and lunch for registered exhibitors
- Exhibitors' badges
- Shell scheme frame, basic lighting
- Electrical socket (500 W)
- Fascia panel with standard lettering
- 100 word company / product profile in the Final Program
- Cleaning of public areas and gangways
- Invitation to the Get-Together Reception for registered exhibitors

### **Shell Scheme Stand Sketch (For illustrative purposes only)**



Please note that stand space / shell scheme rental does not include any furniture or stand cleaning. All these services and others will be available to order in the Exhibitors' Technical Manual.

### **ALLOCATION OF EXHIBITION SPACE**

Space Allocation will be made on a "first-come-first-served" basis. Platinum and gold sponsors will have priority. A completed Booking Form and Contract should be faxed / emailed to ensure reservation of a desired location. Upon receipt of the Booking Form and Contract, space will be confirmed and an invoice will be mailed. Please note that three alternative choices should be clearly indicated on the application form. Space allocations will be made in the order in which application forms with payment are received.

### **EXHIBITOR REGISTRATION**

All exhibitors are required to be registered and will receive a badge displaying the exhibiting company name. Two exhibitor badges will be given for the first 9 square metres booked and one additional badge for each 9 sq/m thereafter. Any additional exhibitors will be charged an exhibitor registration fee of €90. An exhibitor registration form will be included in the Exhibitors' Technical Manual.

## **EXHIBITORS' TECHNICAL MANUAL**

An Exhibitors' Technical Manual outlining all technical aspects of exhibiting will be circulated 3 months before the Conference. It will include the following

- Technical details about the Venue
- Final exhibition details and information
- Contractor details
- Services available to exhibitors and order forms

## **SITE INSPECTIONS**

Exhibitors and sponsors are free to visit the congress venue at their convenience. Please contact the venue directly to arrange this.

Contact Name: Kinga Szélpál, Liberty Incentive and Congresses Budapest

Tel: 0036-30-326-9203

Fax: 0036-1-327-0540

Email: [kszelpal@liberty-incentive.hu](mailto:kszelpal@liberty-incentive.hu)

## **EXHIBITOR PROFILE**

A 100-word Exhibitor Company/Product profile will be published in the list of exhibitors in the official program and must be submitted electronically by e-mail to [mlelcuk@kenes.com](mailto:mlelcuk@kenes.com).

## **TERMS OF PAYMENT**

50% with signed contract

50% by July 17, 2006

All payments must be received before the start date of the Conference.

## **PAYMENT METHODS**

Option 1: Payment by cheque. Please make cheques payable to: WIP 2006.

Option 2: Payment by Bank Transfer. Please make drafts payable to WIP 2006.

Bank Account: Credit Suisse Bank Geneva, 1211 Geneva 70, Switzerland

Clearing N°: 4251

Swift N°: CRESCHZZ12A

Account N°: 693980-52-82

IBAN-NR CH73 0425 1069 3980 5208 2

Bank charges are the responsibility of the payee.

## **CANCELLATION POLICY**

Cancellation must be made in writing to:

### **WIP 2006**

**c/o Audrey Alloul**

Kenes International

17, rue du Cendrier

PO Box 1726

CH-1211 Geneva

Switzerland

Tel: +41 22 908 0488 ext. 541

Fax: +41 22 732 2850

Email: [aalloul@kenes.com](mailto:aalloul@kenes.com)

The organizers shall retain:

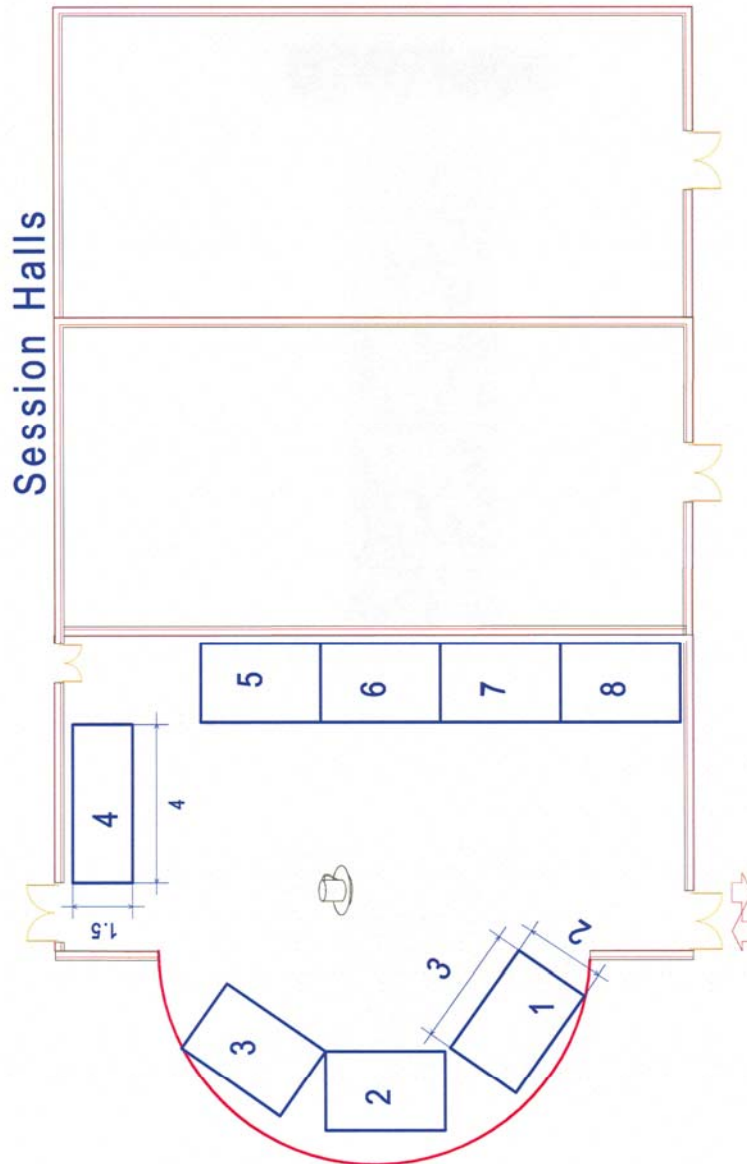
- 10% of the agreed package amount if the cancellation is made on or before January 17, 2006
- 50% of the agreed package amount if the cancellation is made between January 18, 2006 and May 17, 2006
- 100% of the agreed package amount if the cancellation is made after May 17, 2006

## **TERMS AND CONDITIONS**

The Term and Conditions of exhibiting are included in this Prospectus. Please note that signature of the Exhibition Booking Form and Contract indicates acceptance of these Terms and Conditions.

# EXHIBITION FLOOR PLAN

Please visit the website for continuous updates on booth availability: [www.kenes.com/wip06](http://www.kenes.com/wip06)



# EXHIBITION BOOKING FORM AND CONTRACT

Please note that all acknowledgements of your company and listing of company name and address will be generated from the following information.

Please complete and send to:

**WIP 2006**

**Audrey Alloul**

Kenes International

17, rue du Cendrier

PO Box 1726

CH-1211 Geneva, Switzerland

Tel: +41 22 908 0488 ext. 541

Fax: +41 22 732 2850

Email: [aalloul@kenes.com](mailto:aalloul@kenes.com)

CONTACT NAME: .....

NAME OF COMPANY: .....

ADDRESS: .....

POST/ZIP CODE: \_\_\_\_\_ COUNTRY: .....

TELEPHONE: \_\_\_\_\_ FAX: .....

EMAIL: \_\_\_\_\_ WEBSITE: .....

WE HEREBY APPLY TO BOOK EXHIBITION SHELL SCHEME SPACE, THE COST OF WHICH IS €600 PER SQUARE METRE

Choice	Stand No	No. of Square Metres	Total Price
1 <sup>st</sup> Choice			€
2 <sup>nd</sup> Choice			€
3 <sup>rd</sup> Choice			€

**Special notes:** Please indicate if your stand must be located adjacent to or opposite the following companies, or if special configuration is needed .....

- This is a provisional booking. Please hold for 14 days.
- Payment has been made by cheque/transfer, please forward me final confirmation and invoice
- Please send me a first deposit invoice for 50% of the total amount due.

We Have Read The Regulations & Agree To Observe & Be Bound By Them

SIGNATURE: ..... DATE .....

## **TERMS AND CONDITIONS**

These terms are the contractual agreement between the Organizer and the Exhibiting Firm (Exhibitor/s).

### **Application to Participate**

Application to participate will be considered only if submitted on the appropriate forms, duly completed, signed and accompanied by the necessary payment. Registration will be confirmed insofar as space is available. Applicants will be informed in writing of the acceptance or refusal of their application. In case of refusal, all payments shall be fully refunded.

### **Obligations and Rights of the Exhibitor**

Registration implies full acceptance by the Exhibitors of the exhibition regulations. Any infringement of these regulations may lead to immediate withdrawal of the right to participate in the exhibition without compensation or refund of sums already paid, and without prejudice to the Exhibitor.

By submitting an application to participate, the Exhibitor makes a final and irrevocable commitment to occupy the space allocated and to maintain his/her installation until the date and time fixed for closure of the exhibition.

The Exhibitor may only present on his/her stand or space the materials, products or services described in the application to participate.

No advertising on behalf of firms not exhibiting is permitted in any form whatsoever. Transfer or sub-letting of all or part of the allocated spaces is prohibited.

### **Obligation and Rights of Organizer**

The Organizer undertakes to allocate exhibition space as far as possible on the basis of the preference expressed by applicants. Application will be considered in order of receipt of application forms accompanied by payment.

The Organizer reserves the right, in case of absolute necessity, to modify the positioning of stands, with no obligation to provide compensation to Exhibitors. The Organizer reserves the right to offer to a different firm any stand or space that has not been occupied by the eve of the opening of the exhibition, with no obligation to provide compensation to the defaulting Exhibitor.

### **Cancellation**

In case of cancellation received (in writing) as per the above policy.

### **Liability Insurance**

The Organizer provides general guard service and third party insurance at the exhibition 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. The Exhibitor agrees to be responsible for his property and person and for the property and persons of his employees and agents 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.

### **Exhibition Regulations**

The Exhibition Manager, acting under direction of the Organizing Committee, has the final decision as to the acceptability of displays.

Exhibitors are not to share with others any space allotted to them without prior written consent by the Exhibition Manager.

The Organizer reserves the right to alter the general layout or limit the space allotted to each Exhibitor, postpone the exhibition or transfer it to another site if unforeseen circumstances warrant such action. Should any contingency prevent the holding of the exhibition, the Organizer will not be held liable for expenses incurred other than the cost of exhibit space rental fees.

All exhibits are to be displayed so as to avoid blocking aisles, obstructing adjoining booths, damaging the premises or the leased equipment. Exhibitors are kindly requested to allow sufficient see-through areas, which ensure clear views of surrounding exhibits.

In standard booths, height is restricted to 246cm. Exhibitors are responsible for the cost and execution of the design, installation and delivery of their display to (and its removal from) the exhibition site.

Flammable materials are not to be used. Equipment displayed or demonstrated must be installed with strict adherence to safety measures.

Exhibitors undertake to observe the timetable designated for completion of their display before the exhibition opening and its dismantling at the close of the exhibition. No dismantling or packing of the display before the designated hour. It is the Exhibitor's responsibility to pack and remove or consign for shipment all items of value prior to leaving their exhibit unattended, otherwise the Organizer will arrange for their removal at the Exhibitor's risk and expenses.

Exhibitors are obliged to ensure that their stands are permanently staffed during the exhibition opening hours.

Payment is to be made in accordance with the conditions of payment on the Exhibition Application Form.

Should the Exhibitor fail to make a payment on time, the Exhibition Manager is entitled to terminate the contract, withdraw confirmation of acceptance, make other arrangements for the stand or seek compensation for non-fulfilment of contract.

Participation by Exhibitors is dependent upon compliance with all rules, regulations and conditions stated herein. Access to the exhibition is authorized on presentation of a badge issued by the Organizer. Exhibitors' badges will not be mailed in advance and may be collected from the Exhibition Manager's desk.

The Organizer ensures daily cleaning of the aisles. Exhibitors are responsible for the cleaning of their stands. The provision of refreshments for the participants by Exhibitors is only permitted if the catering regulations of the exhibition building concerned are observed.

Exhibition areas and fittings made available to Exhibitors must be handed back in their original condition. In case of damage or loss of equipment provided, or damage to areas occupied, repair and replacement will be charged to the Exhibitor.

Any special decoration or fittings must be submitted to the Organizer for prior authorization.

Advertising panels and display are not permitted outside the exhibition areas allotted to Exhibitors.

The Organizer will not approve stands, which do not comply with the accepted standards, until the necessary changes have been made.

## **HOUSING INFORMATION**

Kenes International is currently negotiating special rates in the selected Conference hotels and information will be available shortly. Accordingly, the payment and cancellation policy for room reservations will be available soon.

Companies interested in booking hotel accommodation for more than 10 rooms are kindly requested to contact Kenes International for further details.

For further information on either Group Registration or Housing please contact:

**Kenes International**



**Global Congress Organizers and Association Management Services**

**E-mail: [wip06@kenes.com](mailto:wip06@kenes.com)**

**Website: [www.kenes.com/wip06](http://www.kenes.com/wip06)**

**Geneva Office: 17 rue du Cendrier, CH 1211 Geneva 1, Switzerland**

**Tel: +41 22 908 04 88, Fax: +41 22 732 2850**