

THE METEORITICAL SOCIETY 79th ANNUAL MEETING

BERLIN · GERMANY · 7 – 12 AUGUST 2016



INFORMATION AND APPLICATION FORM FOR EXHIBITORS AND SPONSORS

CONGRESS VENUE

FU Berlin, Henry-Ford-Bau
Garystraße 35, 14195 Berlin, Germany

PARTICIPATION IN THE EXHIBITION

The 79th Annual Meeting of the Meteoritical Society will be accompanied by a technical exhibition in the entrance foyer of the Henry-Ford-Building.

	Profit Exhibitors	Non-Profit Exhibitors
Gold Sponsor (exhibition space up to 12 m ²)	EUR 2.500	Costs according to the agreement with the Organiser
Silver Sponsor (exhibition space up to 6 m ²)	EUR 1.500	Costs according to the agreement with the Organiser

Additional exhibitor passes for stand personnel of the exhibitor can be ordered. Additional exhibitor passes do not include the participation in the scientific congress sessions. Costs per exhibitor pass EUR 50.

The stand rental includes:

- ▶ Net stand area
- ▶ Stand equipment including 1 standard power supply (220 V, 10 A), furniture (1 table, 2 chairs, 1 poster wall)
- ▶ Listing of name in the exhibitors' list on the congress website and in the Final Program
- ▶ Brief company description on the congress website
- ▶ Free admission to the congress
- ▶ Provision of coffee within the scope of the congress coffee breaks
- ▶ Free access to the congress W-LAN

The following is not included in the stand rental:

- ▶ Carpet
- ▶ Exhibitor's insurance
- ▶ Stand cleaning and waste disposal
- ▶ Stand security

PROVISIONAL EXHIBITION HOURS

Exhibition	Monday, 08 Aug 2016	09:00 a.m. – 05:00 p.m.	Set-up	Sunday, 07 Aug 2016	08:00 a.m. – 06:00 p.m. and upon request
	Tuesday, 09 Aug 2016	09:00 a.m. – 05:00 p.m.			
	Thursday, 11 Aug 2016	09:00 a.m. – 05:00 p.m.	Dismantling	Friday, 12 Aug 2016	after 02:00 p.m. and upon request
	Friday, 12 Aug 2016	09:00 a.m. – 02:00 p.m.			

GENERAL INFORMATION

Participation in the Exhibition

The exhibition conditions of CPO HANSER SERVICE, which correspond to the standard terms and conditions of German exhibition companies, apply. Please visit www.metsoc-berlin.de for further information. Upon written request we will provide the exhibition conditions before closure of the contract.

Please use this application form to make your binding application to take part in the technical exhibition and/or support the congress as sponsor and send it to the CPO HANSER SERVICE exhibition office by **31 March 2016**. Decisions regarding admission of exhibitors and exhibits and on allocation of space will be made by CPO HANSER SERVICE in consultation with the congress organizer. There shall be no entitlement of admission. Special stand areas wishes will be fulfilled as far as possible, however shall not represent a condition for the participation of the exhibition.

The final allocation of space other than that determined by sponsorship contract will be made by **31 May 2016**.

General Terms and Conditions

All mentioned prices are excluding the German value added tax of currently 19%. Upon confirmation of the application by CPO HANSER SERVICE a legally binding contract is closed. Upon contract closure the company will receive an invoice, which will be due within 30 days. Once registration is confirmed, the exhibitor and/or sponsor may no longer withdraw his application or reduce the size of the stand or sponsorship option requested. In case of cancellation by the company, CPO HANSER SERVICE will charge the full contracted amount. If the organizer – Museum für Naturkunde und Humboldt Universität zu Berlin – cancels the congress, CPO HANSER SERVICE GmbH will reimburse the payments made by the company. No further claims against CPO HANSER SERVICE GmbH can be asserted.

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APPLICATION

for Exhibition and Sponsorship Options

Please return to:

CPO HANSER SERVICE GmbH

Paulsborner Straße 44, 14193 Berlin, Germany

Phone: 030-300 669 0

Fax: 030-300 669 40

Email: metsoc2016@cpo-hanser.de

CPO HANSER[®]
SERVICE

Deadline: 31 March 2016

Company name (for invoice): _____
Company name* (for publication): _____
Street: _____
Postal code, city, country: _____
Phone: _____ Fax: _____
Owner/manager: _____
Registered in court of registration: _____ Year: _____
Branch: _____
Responsible for this exhibition: _____
Phone: _____ Email: _____

* Please note: The name stated here will be published as in all printed matters regarding the congress, without taking responsibility for the correctness of these data.

We would like to order the following exhibition space:

Profit Exhibitors

Gold Sponsor (exhibition space up to 12 m²): EUR 2.500 (excl. 19% VAT)

Silver Sponsor (exhibition space up to 6 m²): EUR 1.500 (excl. 19% VAT)

Non-profit Exhibitors

Costs according to the agreement with the organiser

Costs according to the agreement with the organiser

We prefer an exhibition space, if possible: _____ m (length) x _____ m (depth).*

_____ additional exhibitor passes à EUR 50 (excl. 19% VAT).

* Special stand areas wishes will be fulfilled as far as possible, however shall not represent a condition for the participation of the exhibition.

We would like to order the following sponsorship option(s):

PRINTED MATTER FOR THE CONGRESS

Final Program

Advert, distributed during the congress

No. of copies: 500

Format: DIN A4, 4 colours

1/1 page advert on inside or outside cover page EUR 700

1/1 page advert on page inside EUR 400

1/2 page advert on page inside EUR 250

CONGRESS WEBSITE

Banner advert

linked to a website of your choice EUR 1.800

All prices are excluding 19% VAT.

OTHER ITEMS

Lanyards for name badges (500 pieces) EUR 2.000

Congress bags incl. logo (500 pieces) EUR 3.500

Congress bag insert EUR 400

Travel grant for young scientists EUR 500

Coffee break (per break) EUR 1.500

Further sponsorship options are available upon request.

Please contact us.

Date

Company stamp and legally binding signature