



September 29 – October 2, 2014, Technische Universität Berlin

Application for Exhibition Space

Conditions of Booking

Cancellation In the event of cancellation and provided that written notice is received by **Monday, June 30, 2014**, a refund of 50% of the total fee will be made. If no notice of cancellation is received by this date, no refund can be made. The Association for Electrical, Electronic & Information Technologies (VDE) reserves the right to cancel any event. In this case, the full fee will be refunded.

Exhibition Space Assignment and allocations

It is understood that the VDE reserves the right, in the interests of optimum traffic control and exhibit exposure, to relocate those exhibits which may be affected by a change in the floor plan.

Exhibitors

Exhibitions will be limited to those companies or other organisations offering materials, products or services of specific interest to registrants. The VDE reserves the right to determine the eligibility of any product for display.

Admission

Exhibits will be open free to all conference delegates and authorized people. A special ticket is requested to visit the ESREF exhibitions only. Exhibition tickets are available onsite.

Exhibits and Appliances

Common sense governs the kind of exhibits permitted at the exhibition. Attractive, informative and attention-getting exhibitions are encouraged. In no event, however, shall any exhibit interfere with any neighbouring exhibit in the judgement of the Institution.

Electrical Safety

All wiring on displays or display features must conform to the minimum standards established by various governmental agencies and standard fire inspection ordinances. All display wiring must exhibit the seal and or such other seals of official approving agencies as may be required at the site of the exhibition.

Data Protection

Information provided by you on this form will be processed jointly by the VDE and AIM and used for the purpose of the goods and services ordered by you, and for billing accounts.

Company Name (to appear on all publicity):

Contact Person:

Department:

Street/PO Box:

Postcode: City:

Country:

Tel: Fax:

E-mail:

FEES AND CHARGES (additional 19 % VAT is applicable)			€
Free Space (minimum 6 sqm)			
Surface only in sqm	Qty:	€370,- per sqm (+ 19 % VAT)* (until June 30, 2014 – early Bird)	
Surface only in sqm	Qty:	€420,- per sqm (+ 19 % VAT)* (after June 30, 2014)	
Total Remittance:			
Preferred Stand Location: 1st choice <small>(as announced in the expression of interest for exhibition space)</small>		2nd choice	

The rental sum is due upon receipt of invoice.

Invoicing Details (Please complete in CAPITALS)

Please indicate the method of payment: Credit Card Bank transfer

Purchase Order Number

Credit Card Visa MasterCard AMEX

Card Number																				
Valid From					CSC (Card Security Code)															
Expiry Date					Last 3/4 digits on signature strip															

Cardholder's Name

Full registered address of Cardholder (if different from above)

Bank Transfers can be made to the bank only after having received an invoice including an invoice number: Delbrück Bethmann Maffei AG, Frankfurt. **Account no:** 36 316 032 **Bank code:** 501 203 83 **IBAN** DE41 5012 0383 0036 3160 32 **BIC** DELB DE 33.

Complete and return this form to:
VDE Conference Services
Stresemannallee 15
60596 Frankfurt / M.
GERMANY
Tel.: +49 (0)69 6308 -275
Fax: +49 (0)69 6308 -144
or email: vde-conferences@vde.com

For office use only
Ref: ESREF 2014
T-1559

I agree to the terms and conditions as stated in this form
Signed Date
Print Name
Company Name