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THE SOCIETY

Founded on 1st January 1964, The Federation of European Biochemical Societies (FEBS) has become one of Europe’s largest organisations in the molecular life sciences, with over 36,000 members across more than 35 biochemistry and molecular biology societies (its ‘Constituent Societies’) in different countries of Europe and neighbouring regions. FEBS thereby provides a voice to a large part of the academic research and teaching community in Europe and beyond. As a charitable organisation, FEBS promotes, encourages and supports biochemistry, molecular biology, cell biology, molecular biophysics and related research areas in a variety of ways, with an emphasis in many programmes on scientific exchange and cooperation between scientists working in different countries, and on promotion of the training of early-career scientists.

FEBS’ objectives

The objectives of FEBS are to contribute to and promote the advancement of research and education for the public benefit in the sciences of biochemistry, molecular biology and related disciplines... by all suitable means and in particular by:

- Holding and arranging congresses, training and educational courses on matters connected with biochemistry and molecular biology and related disciplines
- Facilitating and supporting the exchange of scientific information between biochemists, molecular biologists and scientists working in related disciplines generally and especially in Europe and other countries of Constituent Societies
- Facilitating and supporting the training of young scientists in research, in the form of fellowships;
- Organising the editing and publication of scientific research and educational material in biochemistry and molecular biology and related disciplines

Federation of European Biochemical Societies (FEBS)

A Company Limited by Guarantee (Number 08239097)
A Registered Charity (Number 1149638)
Registered in England and Wales
Registered office: 98 Regent Street, Cambridge, CB2 1DP, UK.

Prior to 1 January 2013, FEBS was an unincorporated charity (registered charity number 261793).
CONGRESS DETAILS

Why Should You Participate?
- Demonstrate your company’s leadership in the field of Biochemistry
- Reach key thought leaders academic and industry researchers and clinicians
- Raise your company’s visibility in the field
- Exhibit and distribute your marketing and promotional materials
- Convene a corporate symposium

Congress Objectives for supporters and exhibitors:
- Attract local, national and international sponsors and exhibitors amongst biotech and pharmaceutical companies, along with academic Institutions and Research Centres
- Provide an exciting marketing and scientific environment for sponsors and exhibitors of both private enterprise and academia
- Supply the means for creating an interactive and affordable setting for sponsors and exhibitors
- Facilitate the presentation of new, innovative technologies to researchers
- Assist the internationalisation of national companies
- Publicise research and training programmes of academic groups
GENERAL INFORMATION

Date:
10-14 September 2017

Venue:
ICC Jerusalem - International Convention Center
Website: www.iccjer.co.il/Index.aspx?l=2

Participants:
1,600 expected

Congress Organiser:
FEBS 2017
Kenes GROUP
Kenes Group Building
Address: 2 Hayarden St, Airport City, Ben Gurion International Airport
70100 Israel
Phone: +972 3 9727450/500
E-mail: FEBS2017@kenes-events.com

Project Manager and General Inquiries
Mrs. Keren Hochberg
E-mail: FEBS2017@kenes-events.com

Exhibition / Support:
Mrs. Victoria Eskenazi
Tel: +972 3 9727986 Ext.986
E-mail: veskenazi@kenes.com

Hotels Operation of Individual bookings:
E-mail: FIt@kenes.com
LOCATION AND VENUE

The City
What has not already been said about the holiest city in the world, the city that has been united, the eternal city first built thousands of years ago, whose history can be heard in the whispering of the wind along the walls, where every stone tells a wondrous story of a city that has drawn millions of faithful pilgrims for thousands of years. Such is Jerusalem, the capital of Israel, the only city in the world that has 70 names of love and yearning, the city that in old maps appears at the center of the world and is still adored like a young bride.

Jerusalem is a city of overwhelming emotions, a city that promises a religious and spiritual experience, excitement and pleasure, interesting tours and entertaining adventures. Here, alongside Jerusalem’s fascinating historic and archaeological sites, there are amazingly modern tourist attractions for all lovers of culture, the arts, theatre and music, architecture and gastronomic delights.

Holy to Jews, Christians and Muslims, Jerusalem’s Old City is one of the world’s foremost pilgrimage destinations. A repository of sacred buildings and relics, it is a place where the oft-abused descriptor ‘living history’ really does apply – here you can walk in the footsteps of prophets, pray in buildings constructed by order of caliphs and kings, and overnight in hospices where Crusaders and cardinals have slumbered. The soundtrack is of church bells, the muezzin’s call and the shofar (ram’s horn), and the streets smell of everything from church incense to the heady aromas of the spice souq (market). It’s a sensory and spiritual experience unlike any other.

There’s plenty to see outside the Old City, too, including the hugely impressive Israel Museum and the powerful Yad Vashem Holocaust memorial. They, together with the Old City’s manifest attractions, make Jerusalem the number-one tourist destination in Israel for very good reason.
ICC Jerusalem - International Convention Center

The Jerusalem International Convention Center (ICC) is the largest and leading conference centre in Israel. The ICC is a member of the ICCA and AIPC convention centres organisations and meets their international standards.

**Modularity and flexibility**

The centre’s broad open spaces and its numerous halls can be partitioned according to client needs. This flexibility, as well as the many entrances and exits to and from the building, provide an ideal solution to a wide variety of events. The exhibition and conference hall floors can accommodate up to 10,000 people and can, at the same time, comfortably and intimately host smaller events of tens or hundreds of participants.

**Central location**

The ICC is located at the entrance to Jerusalem, a short drive from Tel Aviv and Ben Gurion International Airport, and is near an abundance of attractions, historical sites and entertainment and cultural venues offered by this special world city. Its location, easy accessibility and abundance of parking provide maximum convenience for guests of the centre.
INDUSTRY SUPPORT CATEGORIES AND BENEFITS

Support Categories
You will be given a support category status dependent upon the total amount of your support. The total contribution will consist of items such as advertisements, satellite symposia and exhibition space [excluding storage space]. You will benefit from outstanding advantages linked to your supporter category.

Status will be allocated as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Minimum Contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Platinum Supporter</td>
<td>€60,000 and up</td>
</tr>
<tr>
<td>Gold Supporter</td>
<td>€45,000 to €59,999</td>
</tr>
<tr>
<td>Silver Supporter</td>
<td>€20,000 to €44,999</td>
</tr>
<tr>
<td>Bronze Supporter</td>
<td>€15,000 to €19,999</td>
</tr>
<tr>
<td>General Supporter</td>
<td>Up to €15,000</td>
</tr>
</tbody>
</table>

Industry Support Benefits

<table>
<thead>
<tr>
<th>Benefit</th>
<th>Platinum Supporter</th>
<th>Gold Supporter</th>
<th>Silver Supporter</th>
<th>Bronze Supporter</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final list of participants [after the Congress], include only participants who agree to share information – not including email addresses</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Supporter’s logo [company logo only, no product logos] with hyperlink on Congress website</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Supporter’s logo [company logo only, no product logos] in the Programme</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Congress registrations</td>
<td>8</td>
<td>6</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>Acknowledgement on Supporters’ Board on-site</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

Branded items will carry company logos only.
No products logos or advertisements are permitted.

SPECIAL REQUESTS
Tailored packages can be arranged to suit your objectives. Feel free to contact the Industry Support and Exhibition Sales Department to discuss your needs: Victoria Eskenazi veskenazi@kenes.com
EDUCATIONAL SUPPORT OPPORTUNITIES

Medical education plays an important role in the quality of healthcare delivered across the globe. By providing an educational grant in support of the educational opportunities below, you are making a vital contribution to these efforts and supporting better patient outcomes.

UNRESTRICTED EDUCATIONAL GRANTS

Grants of any amount, whether for the overall programme or for individual sessions, are appreciated and important to the success of the event.

- All support will be recognised in the Industry Support and Exhibition section of the programme guide, on the event website, and with signage during the event.

EDUCATIONAL GRANT IN SUPPORT OF AN EXISTING SESSION €11,000 +VAT

An existing scientific session accepted or invited by the Scientific Committee and supported by an Educational Grant from the industry.

- Hands off support, no influence over any scientific/education elements
- Support will be acknowledged in the Programme as: “Session Title, Supported by an Educational Grant from Company name”
- Support can be acknowledged in the beginning of the session by the moderator, followed by a slide presenting the logo of the company (optional)
- Support will be recognised in the Industry Support and Exhibition section of the Programme, on the event website, and on signage during the event.

ABSTRACT USB €8,500 +VAT

The USB will contain all of the scientific abstracts. Each participant will receive an exchange voucher.

- The USB will be distributed to all participants from the Supporter’s exhibition booth in exchange for a voucher. If the supporter does not have a booth the voucher will be placed in the congress bags
- Exclusive advertisement on the back of the exchange voucher
- Support will be acknowledged on the USB as: “Supported by...” and a company logo only
- Support will be recognised in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event.

POSTER BOARDS €3,500 +VAT

- Support will be recognised with signage at the entrance to the Poster area with “Supported by...” and a company logo only
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event.
The Congress App engages attendees with personalised planning tools and real-time event updates. The App transforms smartphones, tablets and laptops into a tool for active meeting participation, making it easy for participants to access meeting information they need and to connect with speakers and colleagues. The App includes the scientific programme, abstracts, speaker info, participant lists, rating/voting system for sessions/speakers and a personalised scheduler and is easily downloadable from the App Store and Google Play.

Congress App sponsorship support includes:
- Supporter acknowledgement on the splash/pop-up screen of the App: “Supported by: company name/logo” (product logo not permitted)
- Signage on site with App QR code and “Supported by: company name/logo” (product logo not permitted)
- 2 “push notifications” are included in the sponsorship package
- Priority listing in the list of conference exhibitors
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and on signage during the event

CONGRESS APP - Notifications €1,500 +VAT
(only for companies that have a satellite symposium)
- 1 “push notification” sent to all participants onsite who downloaded the app
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and on signage during the event
PROMOTIONAL SUPPORT OPPORTUNITIES

PLATINUM SUPPORTER PACKAGE €60,000 +VAT
Limited to one company

Plenary Satellite Symposium
- Opportunity to organise an Official Satellite Symposium in a Plenary Hall, up to 120 minutes
  (Programme subject to the approval of the Congress Scientific Committee)
- Includes: hall rental, standard audio/visual equipment, display table
- Permission to use the phrase: “Official Satellite symposium of FEBS 2017”
- Symposia Programmes will be included in the Programme [subject to receipt by publishing deadline]
- The timeslots will be advised once the programme will be finalised and will be allocated on a “first come, first served” basis

Registration:
- 8 full registrations

Exhibition Space
- 36m² Exhibition space (additional space can be purchased at a reduced cost of €350 + VAT per square meter) [subject to completion of the Exhibition Booking Form]
- 8 exhibition badges

Advertisement
- Inclusion of Company's symposium invitation in the registration package (insert to be provided by company)
- Back page Colour Advertisement in the programme [if applicable]
- Two additional inserts as an option (up to three inserts in total)
- One mail-blasts

The supporting company in addition to the support fee must cover all speakers’ expenses including registration, accommodation and travel expenses. This also applies in the speakers have already been invited by the Congress.
GOLD SUPPORTER PACKAGE
Limited to three companies

€45,000 +VAT

Plenary Satellite Symposium
- Opportunity to organise an Official Satellite Symposium in a Plenary Hall, up to 90 minutes (Programme subject to the approval of the Congress Scientific Committee)
- Includes: hall rental, standard audio/visual equipment, display table
- Permission to use the phrase: "Official Satellite symposium of FEBS 2017"
- Symposia Programmes will be included in the Programme (subject to receipt by publishing deadline)
- The timeslots will be advised once the programme will be finalised and will be allocated on a "first come, first served" basis.

Registration:
- 6 full registrations

Exhibition Space
- 24m² Exhibition space (additional space can be purchased at a reduced cost of €350 + VAT per square meter) (subject to completion of the Exhibition Booking Form)
- 6 exhibition badges

Advertisement
- Inclusion of Company's symposium invitation in the registration package (insert to be provided by company)
- Inside back page/Front page Colour Advertisement in the programme (for the first two companies. The third company could get a middle spread if applicable and if not- an inside page advertisement).
SILVER SUPPORTER PACKAGE
Limited to four companies

Parallel Satellite Symposium
- Opportunity to organise an Official Satellite Symposium in a Parallel Hall, up to 60 minutes (Programme subject to the approval of the Congress Scientific Committee)
- Includes: hall rental, standard audio/visual equipment, display table
- Permission to use the phrase: “Official Satellite symposium of FEBS 2017”
- Symposia Programmes will be included in the Programme (subject to receipt by publishing deadline)
- The timeslots will be advised once the programme will be finalised and will be allocated on a “first come, first served” basis

Registration:
4 full registrations

Exhibition Space
- 15m² Exhibition space (additional space can be purchased at a reduced cost of €350 + VAT per square meter) (subject to completion of the Exhibition Booking Form)
- 4 exhibition badges

Advertisement
- Inclusion of Company’s symposium invitation in the registration package (insert to be provided by company)
Special offer: BRONZE SUPPORTER PACKAGE €18,000 +VAT
Limited to four companies

Registration:
2 full registrations

Product theatre:
A 15 minutes presentation in the product theatre during one of the coffee breaks

Exhibition Space
- 15m² Exhibition space (additional space can be purchased at a reduced cost of €350 + VAT* per square meter) [subject to completion of the Exhibition Booking Form]
- 3 exhibition badges

Advertisement (one item to choose from)
- Inside page Colour Advertisement in the programme
- One mailblast
- One insert in the conference bags to be provided by the Company

WORKSHOP – 60/120 MINUTES €12,000 +VAT without a booth
€15,000 +VAT with a 9 sqm shell scheme booth

- Opportunity to organise an Official Hands on Parallel Workshop [Programme subject to the approval by the Congress Scientific Committee]
- Maximum 350 participants, depends on allocation
- Registration arrangements will be discussed with the organising committee separately
- Includes: hall rental, standard audio/visual equipment, display table
- Not including the equipment to be provided by the sponsor
- Permission to use the phrase: “Official workshop of FEBS 2017”
- Workshop Programmes will be included in the Programme [subject to receipt by publishing deadline]
- Time slots will be advised upon finalising the scientific programme and will be sold on first come, first served basis
- The supporting company in addition to the support fee must cover all presenters’ expenses including registration, accommodation and travel expenses. This also applies in case the speakers have already been invited by the event organisers
- Workshops will be clearly indicated in the congress timetable/Programme as: “Workshop organised by: Company name/logo”
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and on signage during the event
- Supporters will be able to increase their booth for a reduced fee of €350+VAT per sqm
For the above Satellite Symposium packages, the following apply:

- Satellite Symposia/workshops are offered to industry a commercial/promotional sessions and are allocated on a “first-come, first-served” basis.
- Supporting companies are free to choose topics, invite speakers, and control content. However, topic and programme are subject to approval by the scientific committee.
- In case where the scientific committee does not approve the Satellite Symposia/workshops programme, each party will be entitled to cancel the Satellite Symposium booking without paying any penalty for the cancellation or for any damages caused by the cancellation to the other party. Accordingly upon such cancellation, neither of the parties will have any claims, demands or suits towards the other.
- The company, in addition to the support fee, must cover all speaker expenses, including registration fees, accommodation and travel expenses. This also applies in the case where the speakers have already been invited by the event organisers.
- Satellite Symposia/workshops will be indicated in the programme as: Industry Session/Satellite Symposia by- Company name
- Satellite Symposia/workshops Programmes will be included in the Industry Support and Exhibition Section of the Programme (subject to receipt by publishing deadline) and online

**CONGRESS BAGS**  
€10,000 +VAT
Supporter will provide the funds for the bags. Bags will be branded with the event branding and logo and the company’s logo.
- Support will be recognised on the bag with “Supported by...” and a company logo only
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event

**NOTEPADS OR PENS**  
€4,500 per item VAT, In kind
Supporter will provide the participants’ notepads and/or pens.
- Notepads and pens will be branded with the Company name / logo.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event
- Supporter to cover shipping costs and fulfil shipping instructions and deadlines
### SPEAKERS READY ROOM €5,000 +VAT

Facilities will be available at the venue for speakers to prepare their presentations.
- Company’s logo on signage at the entrance to the Speakers ready room
- Opportunity to provide company’s mouse pad at each workstation
- Opportunity to display company logo on screensavers
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event

### WELCOME RECEPTION/NETWORKING EVENT €30,000 +VAT (Sole Supporter)

Supporter will have the opportunity to promote itself through a networking reception on the first evening to which all registered attendees are invited. Hospitality and any activities provided will be in compliance with all relevant industry codes.
- Supporter’s logo on sign at the entrance to the Welcome Reception
- Opportunity to provide items bearing company logo for use at the event
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event

### COFFEE BREAKS €4,000 +VAT Per break or €7,000 +VAT For an entire day

Coffee will be served during breaks in the exhibition area. Hospitality provided will be in compliance with all relevant industry codes.
- Opportunity to have a one day/one break display of company’s logo at the catering point located within the exhibit area
- Opportunity to provide items bearing company logo for use during the supported break
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event
**LUNCH**

€5,000 +VAT Per day  
€12,000 +VAT For the entire duration of the congress

Lunch will be served in the exhibition area. Hospitality provided will be in compliance with all relevant industry codes.
- Opportunity to have a display of company’s logo at the catering point located within the exhibit area during lunch time
- Opportunity to provide items bearing company logo for use during the supported lunch
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event

**CORPORATE SUITES / MEETING ROOMS**  
Price depending on the size of the room

An opportunity to hire a room at the venue that will be used as a Corporate Suite. The supporting company will be able to host and entertain its guests throughout the event. Companies will have the option to order catering at an additional cost. Hospitality provided will be in compliance with all relevant industry codes.
- Opportunity to brand the corporate suite
- Acknowledgement on directional signage outside suite
ADVERTISING SUPPORT OPPORTUNITIES

Advertisements are available in the following Congress publications:

**Final programme advertisements**

<table>
<thead>
<tr>
<th>Category</th>
<th>Back cover page</th>
<th>Inside cover page</th>
<th>Inside back cover page</th>
<th>Inside page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Price +VAT</td>
<td>€3,500</td>
<td>€3,000</td>
<td>€3,000</td>
<td>€2,500</td>
</tr>
</tbody>
</table>

**MINI PROGRAMME**

- Opportunity to provide an advertisement to be placed on the back cover of the mini programme
- Alternatively, support will be acknowledged on the back cover as: “Supported by…” and a company logo only
- Support will be recognised in the Industry Support and Exhibition section of the programme, on the event website, and on signage during the event

**EMAIL BLAST**

*Exclusive Company Mailshot €4,000 +VAT*

*Combined Company mailshot €2,000 +VAT*

Gain additional exposure for your Symposium, company or exhibition booth by sending out a Mail Blast to the preregistered delegates who have agreed to disclose their details at a date and time coordinated with the Congress Organiser. Mail Blast to be provided by Sponsor and subject to receipt by deadline.

- An e-mailshot will be sent out by Kenes International prior to the Congress, exact date and time to be confirmed with the Secretariat. The designed [html file](#) (according to the Kenes design requirements) and the preferred “Subject” should be sent by the supporting company 6 weeks prior to the Congress. The ‘From’ field will be FEBS 2017 Supporters’
- In the case where the supporter cannot provide a compliant html file, they may provide an image and it will be coded to html for an additional charge of €250. Content received after the deadline may be processed for an additional fee of €500

**PROMOTIONAL MATERIAL**

- Inclusion of promotional material, 1-page leaflet, which will be handed out with the program upon registering to the congress.
- Material should be provided by Supporter and approved by the Secretariat.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event

**BOOKMARK**

- Opportunity to brand a bookmark which will be insert to the final programme and handed out in the congress bags.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme, on the event website, and with signage during the event

**PROMOTIONAL MATERIAL – DISPLAY TABLE**

- Opportunity to place up to 1,500 flyers on the congress display table. Note that the material should be provided by Supporter and must be approved by the Secretariat.
EXHIBITION

The commercial/technical Exhibition will be held in the ICC Jerusalem. The floor plan has been designed to maximise Exhibitors’ exposure to the delegates.

SPACE ONLY RENTAL (Minimum of 12 sqm)

The price for space only is €400 (+VAT*) per square meter:

<table>
<thead>
<tr>
<th>Booth size</th>
<th>Price</th>
<th># of Exhibition badges</th>
</tr>
</thead>
<tbody>
<tr>
<td>6 sqm booth</td>
<td>€2,400+VAT</td>
<td>1</td>
</tr>
<tr>
<td>9 sqm booth</td>
<td>€3,600+VAT</td>
<td>2</td>
</tr>
<tr>
<td>15 sqm booth</td>
<td>€6,000+VAT</td>
<td>3</td>
</tr>
<tr>
<td>24 sqm booth</td>
<td>€9,600+VAT</td>
<td>4</td>
</tr>
<tr>
<td>36 sqm booth</td>
<td>€14,400+VAT</td>
<td>5</td>
</tr>
</tbody>
</table>

This includes:
- 1 table + chairs
- 1 Electricity point
- 100 word company / product profile in the commercial/exhibitor section of the Programme guide
- Cleaning of public areas and gangways
- Invitation to the Welcome Reception for registered exhibitors

ADDITIONAL BENEFITS:

When you exhibit your company will receive the following additional benefits:
- Listing as an Exhibitor on the Website prior to the Congress with link to the Company website
- Listing and profile in the Industry Support and Exhibition section of the Programme.
- Company name on Exhibition signage during Congress.
- Listing as an Exhibitor on the Congress App.

**Note: Space only / does not include any furniture, electrical usage 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. A completed Exhibition Booking Form and Contract should be faxed / emailed to ensure reservation of a desired location. Upon receipt of the Exhibition 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. Any additional exhibitors will be charged an exhibitor registration fee which will be advised prior to the congress. Companies may purchase a maximum number of exhibitor registrations, as follows:

Booths of up to 60 sqm – 15 exhibitor registrations
Booths larger than 60 sqm – 25 exhibitor registrations

Exhibitor registrations allow access to the exhibition area only and are to be used by company staff only.
An exhibitor registration form will be included in the Exhibitor’s Manual.

EXHIBITORS’ TECHNICAL MANUAL
An Exhibitors’ Technical Manual outlining all technical aspects of exhibiting will be circulated 3 months prior to the Congress and will include:
- Technical details about the Venue
- Final exhibition details and information
- Contractor details
- Services available to exhibitors and order forms

Hermes-Merkur has been elected as the exclusive handler for all Kenes congresses. The exclusivity of Hermes-Merkur for handling, refers specifically to work inside the venue. Exhibitors may use their own couriers up to the venue door and from outside of the venue door at the end of the Congress. This organisational decision has been made for the safety and efficiency benefits of our exhibitors and for the successful flow of the congress.

Further details will be included in the Exhibition Technical Manual.

Insert and Display Materials
- Please note that all materials entering the venue incur a handling charge. This includes materials for inserts and display
- In order to receive a price quote for handling and to assure arrival of your materials, please be sure to complete the “Pre-Advise” form included in the shipping instructions when you receive either the Exhibition or Symposia Technical Manuals
SITE INSPECTIONS
Exhibitors and Supporters are free to visit the Congress venue at their convenience. Contact the venue directly to make the necessary arrangements.

EXHIBITOR PROFILE
Upon receipt of the booking form, you will be asked to upload a 100-word Exhibitor Company/Product profile to a provided link. This will be published in the list of exhibitors in the Industry Support and Exhibition section of the Programme.

PROMOTIONAL ACTIVITIES
All demonstrations or instructional activities must be confined to the limits of the exhibition stand. Advertising material and signs may not be distributed or displayed outside the exhibitor’s stands. Sound equipment must be regulated and directed into the stand so that it does not disturb neighbouring exhibits. Exhibition Management reserves the right to require the exhibitor to discontinue any activity, noise or music that is deemed objectionable. Details will be included in the Exhibition Technical Manual.
ADDITIONAL INFORMATION FOR SUPPORTERS & EXHIBITORS

CONTRACTS & CONFIRMATION
Applications for Support and/or Exhibition must be made in writing with the enclosed Booking Form.

SUPPORTERS
Once a Booking Form is received, an official confirmation of this reservation will be sent to you with an accompanying invoice. Upon receipt of this Booking Form and Contract, the organiser will reserve the items listed. Completion of this form by the Supporter shall be considered as a commitment to purchase the items.

EXHIBITION TERMS & CONDITIONS
The Terms and Conditions of exhibiting are included in this Prospectus. Please note that signing of the BOOKING FORM AND CONTRACT indicates acceptance of these Terms and Conditions. The Booking Form will be held as a valid liable contract, by which both parties will be bound. Please note that signing on this form indicates acceptance of the below Terms and Conditions. This Booking Form will be held as a valid liable contract, by which both parties will be bound.

Once an Exhibition Booking Form is received, a confirmation of exhibition will be mailed to you with an accompanying invoice.

SUPPORT TERMS & CONDITIONS
Terms and Conditions are included below.

VAT INFORMATION
VAT (Subject to Change)
All Supporter prices are exclusive of VAT, and are subject to VAT at the local rate which will be added to the invoice. Where applicable, VAT fees can be claimed through:

Mr. Richard Asquith
TH/IF VAT Services Managing Director
Dolphin House, 2-5 Manchester Street
Brighton BN2 1TF, United Kingdom
Tel: +44 (0) 870 067 8881
Mobile: +44 (0) 79 777 23645
E-mail: richard.asquith@tmf-group.com

Ensure that your VAT number appears on the Book Form to enable VAT reclaim.
BOOKING FORM AND CONTRACT

Please complete all details and send to:
Victoria Eskenazi
FEBS 2017
Kenes International, Rue François-Versonnex 7, CH 1207 Geneva, Switzerland
Tel: +41 22 908 0488 Ext. 986, Fax: +41 22 906 9140, E-mail: veskenazi@kenes.com

CONTACT NAME: 
COMPANY NAME: 
ADDRESS:  
POST / ZIP CODE:  CITY:  
COUNTRY:  
TELEPHONE:  FAX:  
E-MAIL:  WEBSITE:  
VAT NUMBER:  

I would like to book the following Items for participation at the ________ Congress:

<table>
<thead>
<tr>
<th>Educational sponsorship items</th>
<th>Price in € +VAT</th>
<th>Please Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational grant in support of an existing session</td>
<td>€11,000</td>
<td></td>
</tr>
<tr>
<td>Mobile App</td>
<td>€15,000</td>
<td></td>
</tr>
<tr>
<td>Posters support</td>
<td>€3,500</td>
<td></td>
</tr>
<tr>
<td>Push notifications in the congress App</td>
<td>€1,500</td>
<td></td>
</tr>
<tr>
<td>Satellite symposiums and workshops 60/120 minutes</td>
<td>€15,000 if includes booth, €12,000 no booth</td>
<td></td>
</tr>
<tr>
<td>USB</td>
<td>€8,500</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Promotional Sponsorship items</th>
<th>Price in € +VAT</th>
<th>Please Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Platinum package</td>
<td>€60,000</td>
<td></td>
</tr>
<tr>
<td>Gold package</td>
<td>€45,000</td>
<td></td>
</tr>
<tr>
<td>Silver package</td>
<td>€30,000</td>
<td></td>
</tr>
<tr>
<td>Bronze package</td>
<td>€18,000</td>
<td></td>
</tr>
<tr>
<td>Coffee breaks</td>
<td>€4,000 per break or €7,000 for the entire day</td>
<td></td>
</tr>
<tr>
<td>Congress bags</td>
<td>€10,000</td>
<td></td>
</tr>
<tr>
<td>Internet corner</td>
<td>€7,500</td>
<td></td>
</tr>
<tr>
<td>Notepads or Pens</td>
<td>€4,500 + VAT per Item, in kind.</td>
<td></td>
</tr>
</tbody>
</table>
### Promotional Sponsorship items (Cont.)

<table>
<thead>
<tr>
<th>Item</th>
<th>Price in € +VAT</th>
<th>Please Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lanyards</td>
<td>€8,000</td>
<td></td>
</tr>
<tr>
<td>Lunch</td>
<td>€5,000 per day</td>
<td></td>
</tr>
<tr>
<td></td>
<td>€12,000 for the entire congress</td>
<td></td>
</tr>
<tr>
<td>Meeting room</td>
<td>Please consult ILS</td>
<td></td>
</tr>
</tbody>
</table>

### Advertisements sponsorship items

<table>
<thead>
<tr>
<th>Item</th>
<th>Price in € +VAT</th>
<th>Please Mark</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bookmark</td>
<td>€3,000</td>
<td></td>
</tr>
<tr>
<td>Combined Mailshot</td>
<td>€2,000</td>
<td></td>
</tr>
<tr>
<td>Exclusive Mailshot</td>
<td>€4,000</td>
<td></td>
</tr>
<tr>
<td>Final programme- Back Cover page</td>
<td>€3,500</td>
<td></td>
</tr>
<tr>
<td>Final programme- Inside back cover</td>
<td>€3,000</td>
<td></td>
</tr>
<tr>
<td>Final programme- Inside front cover</td>
<td>€3,000</td>
<td></td>
</tr>
<tr>
<td>Final programme-Inside page</td>
<td>€2,500</td>
<td></td>
</tr>
<tr>
<td>Flyer display</td>
<td>€1,000</td>
<td></td>
</tr>
<tr>
<td>Insert</td>
<td>€2,500</td>
<td></td>
</tr>
<tr>
<td>Mini programme</td>
<td>€4,500</td>
<td></td>
</tr>
</tbody>
</table>

**Total Amount (please complete)**: €

### EXHIBITION SPACE

<table>
<thead>
<tr>
<th>Choice</th>
<th>Stand Number</th>
<th>No. of Square Meters</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Choice # 1</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Choice # 2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Choice # 3</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Total Amount (please complete)**: €

**SPECIAL NOTES:**
Please indicate if your stand must be located adjacent to or opposite the following companies, or if special configuration is required: ____________________________
Provisional Booking – The item will be released if not confirmed within 14 days
Please send me a contract and first deposit invoice

TERMS OF PAYMENT
60% upon receipt of first invoice
40% by March 10th, 2017 (6 months before the congress)

All payments must be received before the start date of the Congress. Should the Supporter fail to complete payments prior to the commencement of the Congress, the Organiser will be entitled to cancel the reservation while cancellation will be subject to cancellation fees as determined below.
Reservations made less than 6 months before the Congress will be subject to 100% payment upon reservations.

Ensure that your VAT number appears on the Book Form to enable VAT reclaim.

PAYMENT METHODS
Option 1: Payment by cheque. Please make cheques payable to: FEBS 2017
Option 2: Payment by Bank Transfer. Please make drafts payable to: FEBS 2017
Bank Account: TBA

Bank charges are the responsibility of the payer

CANCELLATION / MODIFICATION POLICY
Cancellation / modification of items must be made in writing to the Industry and Liaison Sales Associate, Victoria Eskenazi
FEBS 2017
Kenes International, Rue François-Versonnex 7, CH 1207 Geneva, Switzerland
Tel: +41 22 908 0488 Ext. 986 Fax: +41 22 906 9140
E-mail: veskenazi@kenes.com

The organisers shall retain:
10% of the agreed package amount if the cancellation/ modification is made before January 10th, 2017, inclusive
50% of the agreed package amount if the cancellation/ modification is made between January 11th, 2017 and May 10th, 2017, inclusive
100% of the agreed package amount if the cancellation/ modification is made after May 11th, 2017

We accept the contract terms and conditions (listed below) and agree to abide by the Guidelines for Industry Participation for the Congress.

I am authorised to sign this form on behalf of the applicant/Company.

Signature: __________________________ Date: __________________________
TERMS AND CONDITIONS

These terms and conditions are the contractual agreement between Kenes International (the “Organiser”) and the “Exhibitor/Supporter.”

Application to Participate

Application to participate will be considered only if submitted on the appropriate forms, duly completed. 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. In case of acceptance, Exhibitor/Supporter will be bound by the terms and conditions listed herein and/or in the prospectus and/or any other contractual agreement between the parties.

Obligations and Rights of the Exhibitor/Supporter

Receipt of the application forms/stand/booth and space allocations will take place after Exhibitors/Supporters are responsible for ensuring that exhibits are arranged for their removal at the end of the exhibition. Exhibitors/Supporters 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 listed in the prospectus. Should the Exhibitor/Supporter fail to make such payment on time, the Organiser shall be entitled to terminate the contract, withdraw confirmation of acceptance, make other arrangements for the space/supporter items or seek compensation for non-fulfilment of contract. Participation by Exhibitor/Supporter is dependent upon compliance with all rules, regulations and conditions stated herein. Access to the exhibition is authorised on presentation of a badge issued by the Organiser to an Exhibitor/Supporter’s badges will not be mailed in advance and may be collected from the Exhibition Manager’s desk on the exhibition commencement date. The Organiser ensures daily cleaning of the aisles. Exhibitors/Supporters are responsible for daily cleaning of their stands.

The provision of refreshments for the participants by Exhibitor/ Supporter is only permitted if the catering regulations of the exhibition building concerned are observed. All demonstrations or instructional activities must be confined to the exhibition stands. Equipment and all related display materials installed by Exhibitor/Supporter are not insured by the Organiser, and the Organiser reserves the right, in case of absolute necessity, to modify the positioning of stands, with no obligation to provide compensation to Exhibitor/Supporter. The Organiser reserves the right to offer to a different firm any stand, space or supporter item that has not been occupied by the event of the opening of the congress, with no obligation to provide compensation to the defaulting Exhibitor/Supporter.

Liability / Insurance

The Organiser undertakes to allocate to the Exhibitor/Supporter a space/supporter items on the basis of the preference expressed by applicants. Application will be considered in order of receipt of application forms accompanied by payment. The Organiser reserves the right to withdraw the space/supporter item should the Exhibitor/Supporter decide to withdraw from the exhibition. In case of damage or destruction caused to equipment, goods or property belonging to Exhibitor/Supporter, the Organiser reserves the right to terminate the contract, withdraw confirmation of acceptance and make other arrangements for the space/supporter items or seek compensation for non-fulfilment of contract. Participation by Exhibitor/Supporter is dependent upon compliance with all rules, regulations and conditions stated herein. Access to the exhibition is authorised on presentation of a badge issued by the Organiser to an Exhibitor/Supporter’s badges will not be mailed in advance and may be collected from the Exhibition Manager’s desk on the exhibition commencement date. The Organiser ensures daily cleaning of the aisles. Exhibitors/Supporters are responsible for daily cleaning of their stands.

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Exhibition Regulations

The exhibition manager (the “Exhibition Manager”), acting under direction of the organizing committee, has the final decision as to the acceptability of displays. Exhibitors/Supporters are not allowed to share their stands with others or assign any space allotted to them without prior written consent by the Exhibition Manager. The Organiser reserves the right to alter the general layout or limit the space allotted to each Exhibitor/Supporter in order to optimize the exhibition, to modify the exhibition space or transfer it to another Exhibitor/Supporter if unforeseen circumstances warrant such action. Should any contingency prevent the holding of the exhibition, the Organiser will not be held liable for any 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. Exhibitor/Supporter is kindly requested to allow sufficient see-through area, which ensure clear views of surrounding exhibits. In standard booths, height is restricted to 224cm. Exhibitors/Supporters are responsible for the cost and execution of the design, installation and delivery of their displays to [and its removal from] the exhibition site.

Further, Flammable materials are not allowed to be utilised. Equipment displayed or demonstrated must be installed with strict adherence to safety measures. The Exhibitors/Supporters 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 is allowed. It is the Exhibitor’s/Supporter’s responsibility to pack and remove or consign for shipment all items of value prior to leaving their exhibit unattended, otherwise the Organiser will not be held liable for any 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. Exhibitor/Supporter is kindly requested to allow sufficient see-through area, which ensure clear views of surrounding exhibits. In standard booths, height is restricted to 224cm. Exhibitors/Supporters are responsible for the cost and execution of the design, installation and delivery of their displays to [and its removal from] the exhibition site.

Industry Code of Practice

It is the Exhibitor’s/Supporter’s responsibility to comply with the local authority’s regulations, EFPIA (European Federation of Pharmaceutical Industries & Associations) www.efpia.eu and IFMPA (International Federation of Pharmaceutical Manufacturers & Associations) www.ifpma.org code of practice on the promotion of medicines. Failure to comply with these regulations may not be used as a ground to declare the contract void. Failure to comply with the rules and regulations will not expose the Organiser to any suits, demands by the Exhibitor/Supporter or any other third party. CME

Absolutely no promotional activities will be permitted in the same room immediately prior to, during, or after a CME activity. Exhibit materials must be in a room or area separate from the education and the exhibits must not interfere with any way, compete with the learning experience. All promotional activities including interviews, demonstrations, and the distribution of literature or samples must be made within the Exhibitor’s/Supporter’s space only; canvassing or distributing promotional materials outside the Exhibitor’s/Supporter’s rented exhibit space is not permitted.

42ND FEBS CONGRESS