



## EXHIBITION & SPONSORSHIP ORDER FORM

### Return to

Mark Purvis, RSTMH Exhibition Manager

Fax: +44 (0) 1993 831859

Email: [mark@bluezulmarketing.co.uk](mailto:mark@bluezulmarketing.co.uk)

### ORDER DETAILS

#### EXHIBITION STANDS

2m<sup>2</sup> Exhibition Stand £1500 + VAT

3m<sup>2</sup> Exhibition Stand £2500 + VAT

Preferred stand number(s): \_\_\_\_\_

#### SPONSORS PACKAGES

Gold Sponsor £20,000 + VAT

Silver Sponsor £15,000 + VAT

Bronze Sponsor £4,000 + VAT

Delegate Gift £4,000 + VAT

Delegate Pens £2,500 + VAT

Lanyard for Delegate Badges £3,000 + VAT

Insert in Delegate Bags £800 + VAT

#### ADVERTISING

Inside back cover (full A4 page, colour) SOLD

Full A4 page, mono £450 + VAT

Half A4 page, mono £300 + VAT

I agreed to the terms and conditions as detailed

Signature \_\_\_\_\_



ELSEVIER

Conference and Exhibition administration is by provided by Elsevier

All prices quoted in Pounds Sterling and subject to VAT @ 17.5%. All bookings are subject to the Terms and Conditions attached.

[www.rstmh.elsevier.com](http://www.rstmh.elsevier.com)

### EXHIBITOR / SPONSOR DETAILS

Title (Prof, Dr, Mr, Ms) \_\_\_\_\_

First Name \_\_\_\_\_

Surname \_\_\_\_\_

Job Title \_\_\_\_\_

Organization \_\_\_\_\_

Address \_\_\_\_\_

State/County \_\_\_\_\_

Post/Zip Code \_\_\_\_\_

Country \_\_\_\_\_

Tel \_\_\_\_\_

Fax \_\_\_\_\_

Email \_\_\_\_\_

### PAYMENT DETAILS

Total amount payable £ \_\_\_\_\_

I will arrange a bank transfer on receipt of an invoice

Invoicing address if different from above

Name \_\_\_\_\_

Address \_\_\_\_\_

I enclose a cheque payable to Elsevier Ltd

Please charge my Visa/Amex/Mastercard (*delete as applicable*)

Card No \_\_\_\_\_

Expiry Date \_\_\_\_\_

Today's Date \_\_\_\_\_

Name and address of cardholder if different from above:

Name \_\_\_\_\_

Address \_\_\_\_\_

Signature \_\_\_\_\_

#### Data Protection Notice:

The personal information that you provide on this form will be used by Elsevier Limited, The Boulevard, Langford Lane, Kidlington, Oxford, OX5 1GB, UK, [conferenceinfo@elsevier.com](mailto:conferenceinfo@elsevier.com) and, with your consent, may be transferred to and processed by affiliated Elsevier group companies outside of the European Economic Area, including the United States, to keep you updated about the conference and, with your permission, may be used by us and affiliated and non-affiliated third parties for marketing purposes. We respect your privacy and do not rent, sell or disclose your personal information to any non-affiliated third party without your consent.

Please tick the relevant boxes if you do wish to receive special offers and promotions from us about our related products and services that we feel may be of interest to you.

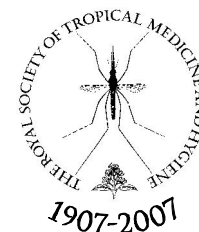
Fax Email Tel Post

Please tick if you do wish to receive special offers and promotions from carefully selected third party products and services that we feel may be of interest to you.

Fax Email Tel Post

# Royal Society of Tropical Medicine and Hygiene Centenary Conference

13-15 September 2007 • Queen Elizabeth II Conference Centre, Westminster, London



## Terms and Conditions for Exhibition and Sponsors

### Application for Exhibition and Sponsorship:

Application for sponsorship should be made with the enclosed registration form to the Exhibition Manager. The Organisers will endeavour to match Exhibitor's request wherever possible, however cannot guarantee that selected stand/space options will be met. As space is available on a first-come, first-served basis. The organisers reserve the right to amend exhibition stand/space layout.

### Terms of Payment:

- A deposit of 75% of the total exhibition/sponsorship fees due will be invoiced once the attached booking form has been received. Participation at RSTMH Centenary Conference 2007 will not be confirmed until deposit has been paid. The second payment of 25% of the total sponsorship fee will be invoiced 4 months before the event. If the exhibitor fails to submit full payment 3 months prior to the event, the organisation's participation in the exhibition will be cancelled.
- Priority amongst sponsors in each category will depend on the order in which they commit and on prompt payment of contributions.
- The exhibitor understands and acknowledges that any and all other costs and expenses incurred by exhibiting company in connection with the RSTMH Centenary Conference 2007 are the sole responsibility of exhibitor, even in the event of cancellation by either party.

### Methods of Payment:

1. Cheque in Pounds Sterling (£) payable to Elsevier Ltd.
2. Bank Transfer. In order to pay by bank transfer you will first require an invoice. An invoice will be sent to you by airmail upon receipt of a signed registration form completed with your contact details and registration details. The reverse side of the invoice provides Elsevier bank account details for transfer purposes. Please do not transfer fees until you have received your invoice. It is essential that you include your invoice number when instructing your bank. Please forward a copy of the bank transfer documentation to the conference organisers.
3. Payment by credit card by completion of relevant section on the order form.

### Cancellation policy: All cancellations must be received in writing. Cancellation charges will apply as follows:

- 50% of the total exhibition/sponsorship fees will apply to cancellations received between 12 months and 6 months prior to the meeting.
- 75% of total exhibition/sponsorship fees will apply to cancellations received between 6 months and 3 months prior to the meeting.
- 100% of the total exhibition/sponsorship fee will apply to cancellations received on or after 13 June 2007.
- If exhibition space is subsequently resold to another organisation a full refund will be made less a 10% administrative charge.

**Force Majeure:** Elsevier shall not be responsible, in whole or in part, for any failure to perform any of these obligations under this Agreement or for failure to hold RSTMH 2007 as a result of circumstances beyond its reasonable control including, but not limited to, riot, strike, civil disorder, acts of war, failure of facilities, terrorism, threats of terrorism, communicable disease, earthquake, storm, fire, flood, and other acts of God.

**Insurance:** Elsevier cannot be held responsible for any loss of damage of/to any equipment brought in for your exhibition stand. You are therefore advised to ensure that you take out adequate insurance cover as necessary including Public Liability cover, insurance to cover loss of damage to exhibits or other personal property. In addition the Queen Elizabeth II Conference Centre requires that exhibitors show proof of their insurance liability in the event of damage to the venue. If you would like to take out insurance for your exhibition stand/equipment please contact your insurer.

**Limitation of Liability:** Elsevier assume no liability for any loss, damage or injury to any property of exhibitor or any of its employees, agents or contractors, whether attributable to accident, fire, theft or any other cause whatsoever. While the Queen Elizabeth II Conference Centre may provide security guards, it is done solely as an accommodation for Exhibitors. In no event will Elsevier or its employees, agents or contractors be liable for any indirect, incidental, special or consequential damages including but not limited to Damages for loss of profits, loss of business information, cost relating to cancellation by Elsevier or costs of procuring substitute goods or services, however arising, even if it has been advised of the possibility of such damages.

**Governing Law /Jurisdiction:** This Agreement is made and shall be governed by English Law, without regard to its choice of law principles. Exclusive jurisdiction and venue of any actions arising out of, or relating to or in any way connected with the Agreement, its negotiation or termination, or the Event will be in the courts of England.