



I N D U S T R Y P R O S P E C T U S

eCCB

GLASGOW 2012

3rd European Congress of Conservation Biology

28th August – 1st September

Conservation on the Edge

Welcome Letter



We are delighted to invite you to participate in the 3rd European Congress of Conservation Biology, (ECCB 2012) which will be held at the Scottish Exhibition and Conference Centre, Glasgow, UK, on 28 August – 1 September 2012.

The National School of Forestry at the University of Cumbria has been associated with the ECCB

as an academic sponsor and exhibitor since the first ECCB in 2006, and we are proud to host the 2012 meeting with the Society of Conservation Biology Europe Section (SCB-ES). ECCB is an international, interdisciplinary forum which brings together scientists, practitioners and policy makers from all parts of Europe and beyond to promote nature conservation science and practice.

Following the successful meeting in Prague in 2009, ECCB has now proven itself as a major event in the calendar, providing a unique event for all those working in conservation science to learn of the latest developments in this rapidly changing and expanding field.

For this congress we will be building on the themes explored in the first two ECCBs bringing together a wide range of people interested in the conservation and study of biological diversity: we hope to attract participants from the conservation policy, practice and education arenas as well as academics and researchers, to take part in an extensive programme. The theme of the congress will be “Conservation on the Edge”; many of the ecosystems of real conservation importance are on edges of various types, and the West of Scotland is on the “edge” of Europe. In addition to the terrestrial themes which have been well represented at previous ECCB Congresses we will be encouraging the participation of those involved in marine and coastal conservation. The West of Scotland has rich marine heritage and we are working with the Clyde Inshore Fisheries Group to develop marine sessions and field trips during the congress.

Glasgow is one of Europe’s most vibrant and cosmopolitan cities. Widely recognised as being among the world’s most exciting cultural capitals; it is a friendly city where the people are proud of their heritage and delight in making visitors feel welcome.

We are looking forward to a very successful congress with over 1,500 participants reflecting our strategy of mixing science and topical issues with the latest advances in research and technology, to create an integrated event in which the needs of commercial companies as well as delegates are fully met.

We are asking industries related to nature conservation to participate actively in this prestigious event which will act as a shop window for all that is best in the field of conservation biology, and provide a major opportunity for you to promote the interests of your company.

We hope you will consider supporting ECCB 2012, and we look forward to seeing you in Glasgow.

Yours sincerely

Dr Owen Nevin

Chair, ECCB 2012 Organising Committee

Venue

ECCB 2012 will take place in the Scottish Exhibition and Conference Centre (SECC), Glasgow, UK.

The SECC is located right in the heart of the city on the banks of the River Clyde, and provides purpose-built conference and exhibition facilities of the highest standard, while its level of service represents the best in traditional Scottish warmth and hospitality.

A commercial exhibition will be held in conjunction with the Congress, and will be open from the morning of Wednesday 29 August, until lunchtime on Saturday 1 September. The exhibition, scientific posters and catering will all be located within Hall 5 at the SECC, which provides an area of over 4,000 square metres. Lunch each day, and teas and coffees will be served in the exhibition hall and there will be delegate lounges and internet facilities in order to maximise the amount of time participants spend within this area, and ensure extended contact between exhibitors and delegates.

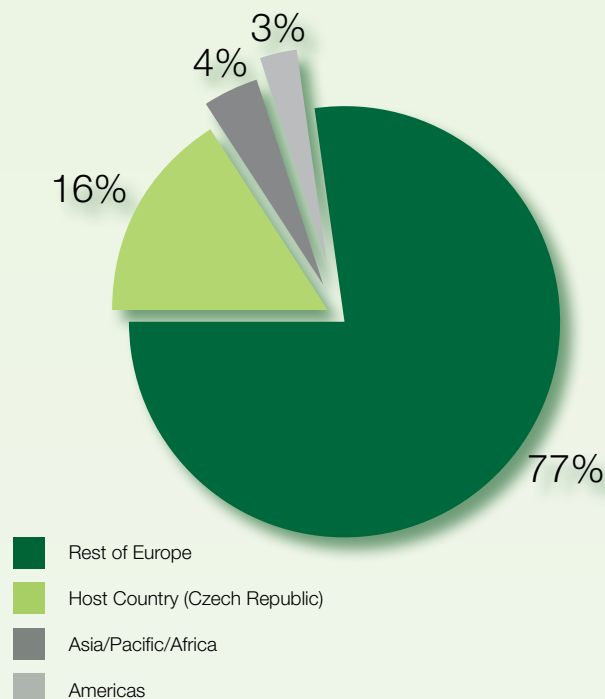
Profile of Attendance

Around 1,500 delegates are expected to attend ECCB 2012. The 2nd European Congress of Conservation Biology in Prague attracted close to this number, and the very strong scientific and educational programme combined with the attractiveness and accessibility of Glasgow as a venue leads us to be confident of an excellent attendance at the 3rd Congress.

Interaction and effective communication between researchers, policy makers, conservation practitioners and resource users is fundamental to the success of conservation endeavours, and the 3rd European Congress of Conservation Biology will provide an international forum to facilitate this.

The ECCB has become the largest Conservation Biology scientific meeting in Europe. The 2009 meeting in Prague was attended by more than 1,200 delegates from 57 countries, a 20% increase in attendance compared to previous meeting held in 2006 in Eger, Hungary.

Profile of Attendance - Prague 2009



Top ten countries, by number of participants at ECCB 2009 in Prague:

- Czech Republic
- United Kingdom
- Germany
- Hungary
- Spain
- France
- Sweden
- Switzerland
- Greece
- Italy

These delegates are conservation professionals and students from every sector of the field, including the biological and social sciences, management, policy and planning. Attendees work for universities, government agencies, non-governmental organisations, industry, private foundations and publications. They are scientists, students, managers, decision-makers, writers and other conservation professionals from around the world.

About the Society for Conservation Biology

Dedicated to advancing the science and practice of conserving the Earth's biological diversity, the Society for Conservation Biology is a global community of conservation professionals with more than 12,000 members world-wide and representatives from over 140 countries. The Society's membership comprises a wide range of people interested in the conservation and study of biological diversity: resource managers, educators, government and private conservation workers and students.

Congress Objectives

- To provide a forum for the presentation of high-quality, original scientific research and practice in conservation biology
- To disseminate research results to a global conservation community of scientists, managers and policy makers
- To increase communication and collaboration among European researchers, managers and policy makers
- To showcase new developments in the techniques and technologies applied in conservation research and practice
- To facilitate knowledge exchange with other sectors of society
- To give delegates the opportunity to network with colleagues

Programme

This event is designed to provide a unique forum for the advancement of this emerging and important field of science; the content will lead to new strategies and initiatives for collaboration, and will create new momentum within the community related to conservation. The congress will include key international research groups and projects, but will also provide an inclusive environment welcoming early career scientists, students, practitioners and policy makers across the broad spectrum of this discipline.

The Congress content will include:

- Biodiversity monitoring and conservation
- Conservation planning and policy
- Social and economic dimensions of conservation
- Impacts of climate change on conservation
- Conservation in cultural landscapes

Industry Satellite Symposia

A range of sessions are available for industry sponsorship, all of which will be fully integrated into the scientific programme. Please see the sponsorship section overleaf for details of the opportunities to run an exclusive or parallel lunchtime satellite symposium or a breakfast or early evening workshop.



Further Information

For further details and assistance, please contact:

Alison Shamwana
Sponsorship and Exhibition Manager
ECCB 2012
c/o Congress Secretariat
Meeting Makers
Jordanhill Campus
76 Southbrae Drive
Glasgow, G13 1PP
Tel: 0141 434 1500
Fax: 0141 434 1519
Email: industry.eccb2012@meetingmakers.co.uk

Website

The ECCB 2012 website contains all details relating to the Congress. It is continually being updated, so please visit it regularly.

www.eccb2012.org

Sponsorship Opportunities

The 3rd European Congress of Conservation Biology, (ECCB 2012), will provide sponsors and exhibitors with exposure and access to delegates who have the capacity to influence the selection of products and services within their organisations. The Congress also provides you with the opportunity to demonstrate your support and commitment to the field of conservation practice and research, while participating in our sponsorship programme will extend your visibility beyond the exhibition hall to achieve maximum exposure at the meeting.

In order to ensure that your company achieves its objectives by participating in ECCB 2012, a wide range of sponsorship opportunities is available. It is understood, however, that the packages detailed below may not necessarily meet each company's individual requirements, therefore, other sponsorship opportunities to complement specific marketing objectives can be considered. Please contact the organisers directly to discuss tailor-made packages.

Benefits and Acknowledgements

It is the express intention of the Congress Organising Committee to ensure that participating companies receive the highest recognition in return for their generous support.

General benefits will include the following:

- Company name and logo on sponsored item(s)
- Acknowledgement in promotional materials
- Acknowledgement on the Congress website
- Editorial entry in Final Programme
- Acknowledgement in Final Programme against sponsored item with own branding
- Company name and logo on sponsors' acknowledgement boards, which will be prominently displayed throughout the Congress venue
- Priority choice of exhibition space
- Priority choice of hotel allocations
- Acknowledgement with company logo in the Final Programme
- Use of Congress logo on company communications relating to ECCB 2012

Sponsor Advantage Chart

Four different levels of sponsorship are being offered - the benefits of each are summarised below:

Benefit	Platinum £17,500	Gold £10,000	Silver £7,000	Bronze £3,500
Items to the value of	£14,000	£8,000	£5,000	£3,000
Complimentary exhibition space	30% of total	20% of total	15% of total	10% of total
Complimentary full delegate registrations	6	4	2	1
Advance mailing to delegate list	2	1	1	
Company strap line on Congress website	✓			
Logo link on Congress website to own site	✓	✓	✓	
Acknowledgement in Congress literature	✓	✓	✓	✓
Company name and logo on sponsor acknowledgement boards around the venue	✓	✓	✓	✓
Use of the ECCB 2012 logo	✓	✓	✓	
Advance mailings to the delegate list	2	1	1	
Complimentary delegate registrations	6	4	2	1
Insert in delegate bags	✓	✓	✓	✓
Final Programme – advertising	Inside front cover full colour	Full page Full colour	Half page Full colour	
Final Programme – editorial	75 words	75 words	75 words	75 words
Final Programme – logo	✓	✓	✓	✓



Platinum Sponsorship (1 only) — £17,500

- 5-minute platform presentation during the Opening Ceremony
- choice of sponsored items from the 'shopping list' to the value of £14,000
- 30% discount on exhibition stand in key location
- use of a private hospitality suite for one full day of the Congress
- company strap line on the Congress website with link to own site
- first refusal on sponsorship of the provisional programme and call for papers which will be circulated in January 2012
- full-page colour advertisement in final programme, (inside front cover)
- acknowledgement as principal sponsor in all Congress literature
- use of Congress logo in promotional material
- two advance mailings to delegate list
- six free registrations for company personnel or guests
- insert in delegate bags
- final programme editorial with logo

Gold Sponsorship (maximum 5) — £10,000

- choice of sponsored items from the 'shopping list' up to the value of £8,000
- 20% discount on exhibition stand in key location
- use of a private hospitality suite for one half day of the Congress
- full-page colour advertisement in final programme
- acknowledgement as gold sponsor in all Congress literature
- acknowledgement with logo link on Congress website
- use of Congress logo in promotional material
- advance mailing to delegate list
- four free registrations for company personnel or guests
- insert in delegate bags
- final programme editorial with logo

Silver Sponsorship — £7,000

- choice of sponsored items from the 'shopping list', to the value of £5,000
- 15% discount on exhibition stand in key location
- half-page colour advertisement in final programme
- acknowledgement as silver sponsor in all Congress literature
- acknowledgement with logo link on Congress website
- use of Congress logo in promotional material
- advance mailing to delegate list
- two free registrations for company personnel or guests
- insert in delegate bags
- final programme editorial with logo

Bronze Sponsorship — £3,500

- choice of sponsored items from the 'shopping list' up to the value of £3,000
- 10% discount on exhibition stand in key location
- acknowledgement as bronze sponsor in all Congress literature
- acknowledgement on Congress website
- one free registration for company representative or guest
- insert in delegate bags
- final programme editorial with logo

All prices exclude VAT at the current rate.

Details of Sponsorship Items

Scientific Programme

Exclusive Lunchtime Satellite Symposium — £5,000

(only available to the Platinum and Gold Sponsors)

Platinum and Gold Sponsors will have the opportunity to hold an exclusive lunchtime satellite on Wednesday 29 or Thursday 30 August. The session will be of 1 hour duration and will take place in the Clyde Auditorium, seating 3,000 delegates, (1,300 in the lower section) or the Lomond Auditorium seating 624 delegates.

Parallel Lunchtime Satellite Symposia — £4,000

(only available to the Silver Sponsors)

Silver Sponsors will be given the opportunity to hold a parallel lunchtime satellite at lunchtime on Friday 31 August. The session will be of 1 hour duration and will take place in the Clyde Auditorium or the Lomond Auditorium. No more than two lunchtime satellites will be allowed to run in parallel, and rooms will be allocated on a "first come, first served" basis.

Breakfast Satellite Symposia — £3,000

Sponsored breakfast sessions will be available on Thursday 30 August and on Saturday 1 September from 08.00 – 09.00 hours. These sessions will allow companies the opportunity to present to smaller groups of delegates, (rooms will accommodate no less than 100), and may take the form of a lecture or of a more interactive workshop offering delegates the opportunity to assess equipment or discuss the use of a particular technique.

Early Evening Satellite Symposia — £3,000

These parallel satellites will be available on the evening of Wednesday 29 August after the end of conference sessions and will be on 1 hour duration. There are four session halls available for these symposia, (capacity 200-600 delegates).

Benefits

Details of the content of satellite symposia will be placed on the Congress website, circulated to all delegates with joining instructions, and included in the Final Programme. Sponsoring companies will be asked for details of suggested titles, speakers and chairpersons in order that the committee can ensure satellites are fully integrated, and that there is a balance within the overall scientific programme.

Sponsorship * of a Plenary or Keynote Session — £3,000

Subject to the agreement of the Programme Chair and the speaker, all of the plenary and keynote lectures are available for sponsorship. While companies will have no control over the content of the session, they will be acknowledged as sponsors by having their company logo slide at the beginning and end of the lecture and on poster sites outside the room, plus all the general benefits and acknowledgements afforded to sponsors. Details of speakers will be published on the Congress website, eccb2012.org, as soon as they are confirmed.

* by means of an unrestricted educational grant

Sponsorship * of a Parallel Session — £2,000

Subject to the agreement of the Programme Chair and the speaker(s), all of the parallel lectures are available for sponsorship. While companies will have no control over the content of the session, they will be acknowledged as sponsors by having their company logo slide at the beginning and end of the lecture and on poster sites outside the room, plus all the general benefits and acknowledgements afforded to sponsors.

Funding and Educational Grants

The Organising Committee welcomes any additional funding, educational or travel grants which will enhance the quality of ECCB 2012. If your company would like to assist the congress by offering this type of support, please contact industry.eccb2012@meetingmakers.co.uk.

Poster Area — £2,500

Posters will be displayed in Hall 5 throughout the congress opening hours and the Sponsor's logo and name will be prominently displayed in the poster area and will appear on the instructions to poster presenters. There will be the opportunity to offer a sponsor's "named" best poster prize.

Poster Reception — £3,000

A poster reception will be held on the evening of Friday 31 August which will offer the opportunity for delegates to view the posters and meet poster presenters in a relaxed and social setting. Drinks and snacks will be served. If a single sponsors would like to support both the poster area and poster reception, the cost would be £5,000 for both.

Audio-Visual Equipment/Scientific Programme Items £3,000

The sponsoring company's logo will appear on a holding slide in all session halls during breaks. There will also be a banner outside and/or inside the speaker check-in room, and the company logo will appear on the instructions to speakers and chairpersons.



Print and related items

Provisional Programme and Call for Papers — £5,000

This document will be circulated to an estimated 10,000 potential delegates in January 2012. This is a unique opportunity for a company ready to commit at an early stage to their support of the Congress. The sponsor's logo will appear on the inside-front cover, with a full-colour advertisement on the outside back. Sole sponsor – no other advertising. The deadline is November 2011.

Book of Abstracts — £4,500

Will be distributed to each delegate on arrival at the Congress and will contain abstracts of all the scientific presentations. This is a key document which will be in constant use by the delegates and will also subsequently become a source of reference. The sponsor's logo will be printed on the inside front cover, with a full-page advertisement on the back.

Memory stick — £4,500

This will be distributed to each delegate at registration and will contain abstracts of all the scientific oral and poster presentations in searchable form. This is an important reference tool for delegates to use following the Congress. As sole sponsor your company logo and a link to your website will be displayed when the stick is opened for viewing. Your logo will appear on the memory stick.

Final Programme Advertising Rates on Application

The Final Programme will be distributed on-site to all participants, and will include all congress information, such as the definitive scientific programme and details of the social and tour arrangements. The major sponsorship packages include advertising in this document; other interested parties may contact the organisers for details of advertising availability and rates.

Pocket Programme — £2,500

The pocket programme will be distributed to all delegates on site and will contain a handy overview of the Congress. The sponsor's logo will appear on the back cover.



Joining Instructions — £2,500

These will be distributed electronically to delegates on registration, and a second time two weeks prior to the Congress and will provide them with useful information to help with their journey to, and arrival in Glasgow. The sponsoring company's logo will appear prominently at the top of the page, together with a link to your own site.

Laminated Bookmark — £1,500

This highly visible item will be distributed in the delegate bag. The bookmark will follow the Congress theme, including the Congress logo, venue and dates, and will include the sponsor's company logo on the front and advertisement on the reverse.

Delegate Bag Insert (flier) — £1,500

The major sponsorship packages include a delegate bag insert. Other companies may have a single insert, maximum size A4, which will be inserted into the Congress delegate bag by the Organisers. You must be an exhibitor to have a delegate bag insert.

Delegate Bag Insert (gift) — £1,500

The sponsoring company can provide objects which may enhance the delegates' conference experience. It is the sponsor's responsibility to comply with national legislation regarding delegate gifts. You must be an exhibitor to insert an item into the Congress delegate bag, and the item must be pre-approved by the Organisers.

On-site items

Internet Area — £6,000

The Cyber Area will be located within the exhibition hall, either as part of the sponsoring company's stand or in a nearby location. The sponsor will have their logo and branding on posters within the cyber café, and their logo as the screen saver on each workstation. On accessing the internet, the default home page can be the sponsor's company or product page. There will also be the opportunity to supply additional branded items such as pads, pens, or mouse mats.

Wireless Network Provision — £6,000

Delegates wishing to access the internet via their own laptop may do so by using the Congress wi-fi. An initial splash screen will bear the sponsor's logo and will ask for a password (which may be a company or product name and access code). The password and/or access code can be changed each day and delegates can collect notification of the code from the sponsor's exhibition stand. On accessing the internet, the default home page can be the sponsor's company or product page.

Signposting — £4,000

There will be extensive Congress signage around the venue, and the opportunity exists for a sponsor to support this service and have their company logo on all directional signs.

Registration Area Banners — £2,500

All delegates and exhibitors have to register at the registration area, so 1,500 people will visit this area at least once to register and to make enquiries, ensuring maximum exposure for the sponsor. The sponsor can have up to four pop-up banners on display, with a maximum size of 2m x 1m. This is an exclusive item – the price above is for sole sponsorship of the area.

Delegate items

Congress Delegate Bag — £5,000 (or £2,500, plus supply of goods)

This is a high-profile, much sought after item. The sponsor's logo and branding will be printed on the delegate bags (also to include the Congress logo).

Delegate Badge Lanyards — £4,000 (or £2,000, plus supply of goods)

Distributed in the delegate bag, this is a unique opportunity to highlight your company name and logo on an item which will see continuous use throughout the Congress.

Pads and Pens, (supplied by sponsor) — £1,500 plus supply of goods

Distributed in the Congress delegate bags, this is a unique opportunity to highlight your name and company logo on two items which will see continuous use throughout the Congress



Catering Items

Congress Party Evening — £6,000

One of the highlights of ECCB 2012 will be the party evening on Thursday 30 August which will be held in the unique surroundings of Glasgow's iconic new Riverside Museum which has a prominent riverside location and will be a striking venue for a social evening. With space in the museum for delegates to mingle, a marquee in the grounds which would offer ceilidh dancing and the "Tallship" docked in front of the museum, we will be able to offer a great campus event for ECCB delegates. There will be something for everyone, whether that is taking part in some energetic dancing, or sampling whisky in a quieter zone... this will be an ECCB party to remember! The sponsor's logo will appear on the Congress website next to details of the Congress Party, and on the tickets for the event.

Congress Gala Dinner and Ceilidh — £6,000

The ECCB Congress Dinner and Ceilidh which will take place on the evening of Saturday 1 September in the magnificent surroundings of Kelvingrove Art Gallery and Museum. An excellent menu and top-class entertainment will be provided. The sponsor's logo will appear on the Congress website next to details of the Gala Dinner and Ceilidh, on the tickets for the event, and on the dinner menus.

Catering — £2,000

Catering points will be located within the exhibition area for the duration of the Congress. Sponsors will have their logo displayed at the catering points for one day (two coffee breaks, plus lunch). There will also be the opportunity to provide additional branded items, overprinted napkins, cups, bottled water, etc.

Please note that as there are social events taking place on Tuesday 28 August (Welcome Reception), Thursday 30 August (Congress Party) and Saturday 1 September (Congress Banquet), companies are asked to avoid these evenings when offering their own hospitality to delegates.

Exhibition Information

Location

The exhibition will take place in Hall 5 of the SECC which will form the hub of the Congress. This will provide an excellent opportunity for delegates to interact with industry and to familiarise themselves with the latest advances in technology and research. Our delegates increasingly welcome the opportunity to tap into the expertise provided by exhibitors to answer questions and provide hands-on product demonstrations.

In addition to the commercial exhibits, lunch and tea and coffee will be served in the exhibition area and delegate lounges and internet facilities will be provided in order to maximise the amount of time delegates spend within the exhibition.

Provisional Exhibition Opening Hours

Monday 27 August	08.00 – 20.00	space only
	12.00 – 20.00	shell scheme
Tuesday 28 August	08.00 – 14.00	
Wednesday 29 August	09.00 – 18.00	Exhibition open
Thursday 30 August	09.00 – 18.00	Exhibition open
Friday 31 August	09.00 – 18.00	Exhibition open
Saturday 1 September	09.00 – 14.00	Exhibition open
Saturday 1 September	14.00 – 20.00	Exhibition break down

Networking Opportunities within the Exhibition Hall

- Tea and coffee breaks
- Lunch each day
- Exhibition
- Scientific Posters

Stands

Shell scheme and carpeting is provided for all stands unless a space only block is requested.

The charge per square metre for stand rental exclusive of electrics and furniture is as follows:

£225.00 plus VAT for bookings received up to and including 31 May 2012

£325.00 plus VAT for bookings received from 1 June 2012 onwards.

The stand fee is inclusive of the following exhibitor services on-site:

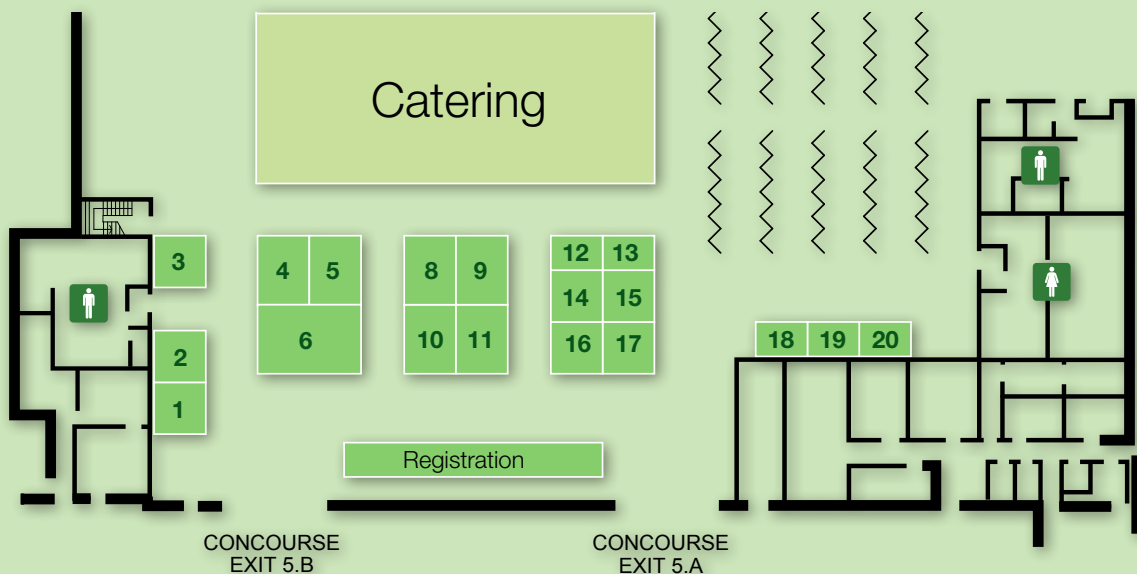
- Tea and coffee for two persons per 9 square metres
- Lunch each day for two persons per 9 square metres
- Company name badge for two persons per 9 square metres
- Free editorial entry (50 words) in the Final Programme/Exhibition Catalogue
- Shell scheme, if required
- 24-hour security
- Ambient heating and lighting
- Daily cleaning of the aisles and common areas
- Attendance at the Welcome Reception
- Attendance at the Congress Party

Please note that while our sponsors will be given priority choice of stand location, early commitment will ensure that your company secures a prominent site.

Technical Manual

A technical manual giving further general and technical information, advice and full details about the exhibition, venue, organisers and ancillary services available to exhibitors will be circulated in March 2012.

Floor Plan



Exhibition and Sponsorship Booking Form

Please complete this form using BLOCK CAPITALS and return to: ECCB 2012, c/o Meeting Makers, Jordanhill Campus, 76 Southbrae Drive, Glasgow, G13 1PP, United Kingdom. Tel: +44 (0)141 434 1500, Fax: +44 (0)141 434 1519 Email: industry.eccb2012@meetingmakers.co.uk

Company Name: _____

Contact Name: _____

Address: _____

Postcode: _____

Telephone Number: _____ Fax Number: _____

Email Address: _____

Sponsorship Package

We wish to book the following sponsorship package:

Sponsorship Package	Cost	Please Tick
Platinum (1 Only)	£17,500 (£14,000 of Sponsored Items)	
Gold (5 Only)	£10,000 (£8,000 of Sponsored Items)	
Silver	£7,000 (£5,000 of Sponsored Items)	
Bronze	£3,500 (£3,000 of Sponsored Items)	

Sponsorship Items

Sponsorship of Scientific Programme	Cost	Please Tick
Exclusive Lunchtime Satellite Symposium (Platinum and Gold sponsors only)	£5,000	
Parallel Lunchtime Satellite Symposia (Silver sponsor only)	£4,000	
Breakfast Satellite Symposia	£3,000	
Early Evening Satellite Symposia	£3,000	
Sponsorship of a Plenary or Keynote Session Selected Session: _____	£3,000	
Sponsorship of a Parallel Session Selected Session: _____	£2,000	
Poster Area	£2,500	
Poster Reception	£3,000	
Audio – Visual Equipment / Scientific Programme Items	£3,000	

Sponsorship of Print and Related Items	Cost	Please Tick
Provisional Programme and Call for Papers	£5,000	
Book of Abstracts	£4,500	
Memory Stick	£4,500	
Pocket Programme	£2,500	
Joining Instructions	£2,500	
Laminated Bookmark	£1,500	
Delegate Bag Insert (Flier)	£1,500	
Delegate Bag (Gift)	£1,500	

Sponsorship of On –Site Items	Cost	Please Tick
Internet Area	£6,000	
Wireless Network Provision	£6,000	
Signposting	£4,000	
Registration Area Banners	£2,500	

Delegate Items	Please Circle	
Congress Delegate bag	£5,000	£2,500
Delegate Badge Lanyards	£4,000	£2,000
Pads and Pens	£1,500	£1,500

Catering Items	Cost	Please Tick
Congress Party Evening	£6,000	
Congress Gala Dinner	£6,000	
Catering (Daily Rate)	£2,000	

TOTAL _____



3rd European Congress of Conservation Biology

Application & Contract for Exhibition Space

I would like to apply for exhibition space at ECCB 2012:

Please indicate your preferred choice of exhibition site below (please tick)

Shell Scheme Space Only

	1 st Choice	2 nd Choice	3 rd Choice
Preferred Stand No:			
Stand Size:			

Booking up to and including 31st May 2012	£225.00 + VAT per Square Metre x Stand Size	=	£
Booking received from 1st June 2012 onwards	£325.00 + VAT per Square Metre x Stand Size	=	£

Full Cost

Subtotal	£ _____
Plus VAT at current rate	£ _____
Total	£ _____

Print Name: _____

Signature: _____ **Date:** _____

This application is legally binding and all of the above prices are subject to VAT, at the prevailing rate

Exhibition Terms and Conditions

Terms of Payment

40% of total exhibit and sponsorship fees due as a non-refundable deposit when the completed booking form is returned.

60% remaining balance due by 1st June 2012.

Payment may be made by the following methods and all payments must be made in Pounds Sterling:

- Bank Transfer
- Cheque
- Visa / Mastercard

Details of payment methods will be listed on the invoice.

Confirmation

Confirmation of your reservation and stand allocation will be sent to you with an invoice for the non-refundable deposit.

VAT – All companies are required to pay Value Added Tax at the prevailing rate.

Cancellation

All cancellations must be made in writing to the ECCB 2012 Industry Manager and the following cancellation policy will be enforced.

- 20% of the contract price if the cancellation is received more than 12 months prior to the exhibition.
- 40% of the contract price if the cancellation is received less than 12 months prior to the exhibition.
- 100% of the contract price if the cancellation is received less than 3 months prior to the opening of the exhibition unless the exhibition is fully sold and the stand space can be re-let, in which case 50% will be retained.
- In the event of an application for stand space being refused by the organisers, previous deposits will be returned to the applicant less administrative costs.