

## **USING THIS BOOKING FORM**

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**FORM TO BE COMPLETED ON PAGES 2 AND 3.**

## THE EUROPEAN BIOSOLIDS & BIORESOURCES CONFERENCE & EXHIBITION

24-25th November 2020, St James' Park, Newcastle-upon-Tyne

### Exhibition & Marketing Booking Form

**Option 1 - £995 (+VAT)**

Includes one person to man the stand, (including refreshments)

**Option 2 - £1470 (+VAT)**

Includes one person to man the stand and attend the conference technical sessions (including refreshments)

**The exhibition stand fee includes:**

- Stand space - 3m in length by 2m depth
- Power supply
- Exhibiting companies will be listed on the conference website, programme handed to delegates on site and conference app.
- 20% discount off delegate rates

Please note that stands will be allocated on a first come, first served basis. You will be sent information on access and set-up approximately one month before the date of the conference.

<b>Company Name:</b>		
<b>Company Address:</b>		
<b>Contact for all Correspondence:</b>	<b>Name:</b>	<b>Tel:</b>
	<b>Email:</b>	

<b>Fees (All prices exclude VAT @ 20%)</b>	<b>Rate (exc. VAT)</b>	<b>Quantity</b>	<b>Sub Total</b>
<b>Option 1 - Exhibition Space and 1 person manning the stand</b>	<b>£995</b>		
<b>Option 2 - Exhibition Space and 1 person manning the stand and attend the conference technical sessions</b>	<b>£1470</b>		

Please provide details of the person who will be manning the stand/attending the conference.

<b>Name:</b>	
<b>Job Title:</b>	
<b>Email Address:</b>	

<b>Additional person(s) manning the stand (2-day rate)</b>	<b>£120</b>		
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Please provide details below of any additional person manning the stand.

<b>Name:</b>	
<b>Job Title:</b>	
<b>Email Address:</b>	
<b>Name:</b>	
<b>Job Title:</b>	
<b>Email Address:</b>	

<b>Additional Conference Delegates</b> (20% discount applied standard rates for exhibiting companies)		<b>Fee</b> (exc. VAT)	<b>Quantity</b>	<b>Sub Total</b>
<b>Full Delegate</b> (Standard fee £595)		<b>£476</b>		
<b>Water Companies / Young Professionals</b> (Standard fee £495)		<b>£396</b>		
<b>Author/Speaker</b> (Standard fee £495)		<b>£396</b>		
<b>Students, Academics &amp; Charities</b> (Standard fee £240)		<b>£192</b>		
<b>Conference Dinner - 3 courses and wine</b>		<b>£60</b>		
<b>Name</b>	<b>Job Title</b>	<b>Email Address</b>		<b>Conference Dinner</b>
<b>Advertising Opportunities</b>		<b>Rate</b> (exc. VAT)	<b>Quantity</b>	<b>Sub Total</b>
<b>Insert in Delegate Packs</b> (1-page flyer (2 printed pages) or promotional item i.e. pen)		<b>£350</b>		
<b>Full page advert in programme</b>		<b>£295</b>		
<b>½ page advert in programme</b>		<b>£225</b>		
<b>TOTAL PAYABLE</b>		<b>Exc. VAT</b>	<b>Inc. 20% VAT</b>	

## Method of Payment

**CREDIT CARD:** Please contact the Aqua Enviro office to make payment Tel. 01924 257891.

**INVOICE:** Please invoice the sum of £ \_\_\_\_\_ PO Number: \_\_\_\_\_

Invoicing Address (If different from above):

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**Purchase Orders should be made out to:**

SUEZ Advanced Solutions UK Ltd  
290 Aztec West  
Bristol,  
BS32 4SY

Registered Company No. 5687775  
VAT No. GB108298209  
Account Number: 21391181  
Sort Code: 56-00-05

**Exhibition Booking & Payment Terms & Conditions:**

Booked exhibitor space may be cancelled with no penalty within 30 calendar days of Aqua Enviro receiving the completed booking form. If the request for cancellation is received later than 30 calendar days of booking, the exhibitor will be required to pay 100% of the fee.

If the conference/event is cancelled for whatever reason, exhibitor fees paid will be refunded in full. However please note any associated hotel or travel expenses incurred by exhibitors will not be refunded.

**Please note by submitting this booking form you agree to the above terms and conditions.**

**Please save and the send this completed form to:**

Frances Woodhead: frances.woodhead@aquaviro.co.uk