

EXHIBITION BOOKING FORM AND CONTRACT

Please note that all acknowledgements of your company and listing of company name and address will be generated from the following information. Please complete and send to:

Ms. Noa Freilich Pollack

FENS Forum 2016

Kenes International, Rue François-Versonnex 7, CH 1207 Geneva, Switzerland

Tel: +41 22 908 0488 ext.: 900 Fax: +41 22 906 9140 Email: fensforum2016_ILS@kenes.com

CONTACT NAME:

NAME OF COMPANY:

COMPANY NAME (as to appear in all Forum publications):

ADDRESS: CITY:

POST / ZIP CODE: COUNTRY:

TELEPHONE: FAX:

EMAIL: WEBSITE:

VAT NUMBER:

WE HEREBY APPLY TO BOOK EXHIBITION SPACE ONLY / SHELL SCHEME SPACE

Choice	Stand No.	Space Only/ Shell Scheme	No. of Square Metres	Total Price
1 st Choice				€
2 nd Choice				€
3 rd Choice				€
9sqm Exhibition Package <i>Designated booths:</i>		Shell Scheme	9sqm	

VAT of Denmark is currently at 25% - VAT charges are subject to change

** Please ensure that your VAT number appear on the booking form & contract, in order to allow VAT reclaim.

Special notes: Please indicate if your stand must be located adjacent to or opposite the following companies, or if special configuration is needed

- Provisional Booking – The booth will be released if not confirmed within 14 days
- Please send me a first deposit invoice for 60% of the total amount due

TERMS OF PAYMENT

60% upon receipt of the support agreement and first invoice

40% by January 5, 2016

Reservations made less than 6 months before the Congress will be subject to 100% payment upon reservation.

Reservations made less than 30 days before the Congress should provide credit card details.

All payments must be received before the start date of the Forum. Should the Supporter fail to complete payments prior to the commencement of the Forum, the Organizer will be entitled to cancel the reservation while cancellation will be subject to cancellation fees as determined below.

PAYMENT METHODS

Option 1: Payment by check (€). Please make checks payable to: 10th FENS Forum of Neuroscience.

Option 2: Payment by Bank Transfer (€). Please make drafts payable to 10th FENS Forum of Neuroscience.

Bank Account: Credit Suisse Bank Geneva, 1211 Geneva 70, Switzerland,

Bank Code 4835

Swift Number (BIC code): CRESCHZZ12A

Account Number: 693980-52-692 IBAN Code: CH12 0483 5069 3980 5269 2

All bank charges are the responsibility of the payer and must be added to the amount payable

CANCELLATION / MODIFICATION POLICY:

Cancellation or modification of support items must be made in writing to the Industry and Liaison Sales Associate (Contact information can be found in the "General Information" Section above.)

The organizers shall retain:

- 10% of the agreed package amount if the cancellation/ modification is made before November 2, 2015 inclusive
- 50% of the agreed package amount if the cancellation/ modification is made between November 3, 2015 – March 2, 2016 inclusive
- 100% of the agreed package amount if the cancellation/ modification is made after March 3, 2016

We accept the contract terms and conditions (listed in this Support and Exhibition Prospectus) and agree to abide by the Guidelines for Industry Participation for the Forum.

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

SIGNATURE:..... DATE.....