

EAACI CONGRESS

European Academy of Allergy
and Clinical Immunology Annual Congress
26–30 May 2018 Munich, Germany



Innovative Solutions for Allergy



2018

www.eaaci.org

[#eaaci2018](https://twitter.com/eaaci2018)

WELCOME

to Munich!



Dear colleagues and friends,

It is my great pleasure, on behalf of the Local Organising Committee, the German Society of Allergology (DGAKI) and the Association of German Allergologists (AeDA) to invite you to the EAACI Congress 2018 which will take place on 26 – 30 May 2018 in Munich.

Munich is situated in the centre of Europe and offers a great mix of cultures, ranging from its Bavarian, alpine tradition to modern art and technology. It is a well-organised city with an efficient transport system, modern hotels and a healthy lifestyle that will make your stay enjoyable. Munich also hosts the largest research infrastructures in Germany including two top-ranked universities, the Helmholtz Center for Environmental Health, and the Max-Planck and Fraunhofer Institutes, as well as many Biotech companies and the European Patent Office. “Innovations for allergy” is therefore a very appropriate theme for the 2018 Congress in Munich and we expect to see groundbreaking insights being presented at the meeting. We will do our best to generate an environment full of inspiration and learning that will generate a new level of understanding and insight into the management of allergy for all of us.

The meeting will take place at the International Congress Center München (ICM) which offers spacious facilities full of daylight and open air areas. The ICM has its own metro station, which is right next to a shopping mall and a major recreational area. The U2 metro line connects you with downtown Munich and its modern and affordable hotels in just 5 minutes. Public transport or car sharing connects the city with Munich international airport which offers direct flights to most major destinations worldwide. Alternatively, high-speed train links are excellent and offer affordable connections to Europe’s cities.

Tradition and innovation will form a wonderful backdrop to the EAACI Congress 2018. Innovations in allergy are urgently needed and we hope that Munich’s environment will help support advances in the research, prevention and treatment of allergic and immunologic diseases. We therefore hope to see, inform and inspire you in Munich in May 2018!

Prof. Carsten Schmidt-Weber
EAACI Congress 2018 Chair

ABOUT THE EAACI Congress

Topics, Schedule, Key Dates
and Committee Members

The European Academy of Allergy
and Clinical Immunology

EAACI is an association including over 50
National Allergy Societies, more than 9,500
academicians, researchers and clinicians,
from 121 different countries.

What to expect at EAACI 2018 in Munich

The EAACI Congress 2018 will cover cutting-edge topics in all areas of concern to EAACI and its wide membership, addressing the fields represented by EAACI's Asthma, Pediatrics, Immunology, Dermatology and ENT Sections as well as by 18 Interest Groups. Abstracts are received from all over the world and presented in a range of session formats, giving young as

well as accomplished presenters the opportunity to share their work. The congress aims to give a state-of-the-art overview of current knowledge on allergic and immune diseases, regarding their epidemiology, underlying mechanisms, novel treatments, and clinical implications.

This will be achieved with the inclusion of:

- Postgraduate courses
- Meet the expert sessions
- Practical workshops
- Symposia
- Plenary sessions
- Learning Lounges
- Year in Review Sessions
- Hot Topic Sessions
- Oral Abstract Sessions

Additionally, a Clinical Village offering hands-on stations on multiple diagnostic and therapeutic procedures will be available.

Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday
		Postgraduate Courses	Scientific Programme			
			Company Sponsored Symposia /Lunch Symposia			
			Satellite Symposia (evening)			
Early Exhibition set-up	Exhibition set-up		Exhibition open			Exhibition dismantling

Committee Members

EAACI Board of Officers

Ioana Agache
EAACI President

Peter Hellings
EAACI Secretary General

Marek Jutel
EAACI Treasurer

Carsten Schmidt-Weber
EAACI Vice-President Congresses

Peter Schmid-Grendelmeier
EAACI Vice President Education & Specialty

Karin Hoffmann-Sommergruber
EAACI Vice-President Communications & Membership

Antonella Muraro
EAACI Past President

Sue C. C. Paredi
Executive Director HQ

Local Organising Committee

Carsten Schmidt-Weber
EAACI 2018 Congress Chair

Tilo Biedermann
Co-Chair

Erika von Mutius
Co-Chair

Adam Chaker

Knut Brockow

Jeroen Buters

Ulf Darsow

Bernadette Eberlein

Stefanie Eyerich

Stefan Haak

Caspar Ohnmacht

Libuse Pilz

Bianca Schaub

Julia Esser von Bieren

Thomas Werfel

Jörg Klein-Tebbe

Ludgar Klimek

Scientific Programme Committee Coordinator

Susanne Halken



Key Dates

19 September 2017

Deadline for booking exhibition spaces and symposia to be taken into account for the pre-allocation of exhibition spaces

20 September 2017

Pre-allocation of exhibition spaces begins for bookings received by 19 September 2017
Allocation of Satellite Symposia time slots and rooms begins

02 November 2017

Exhibitor site visit in Munich

January 2018

Exhibitor and sponsor instructions manual available

09 March 2018

Deadline for sending the final symposium agenda and exhibitor company profiles to EAACI

31 March 2018

Deadline for handing in stand projects (plans) for approval

26–30 May 2018

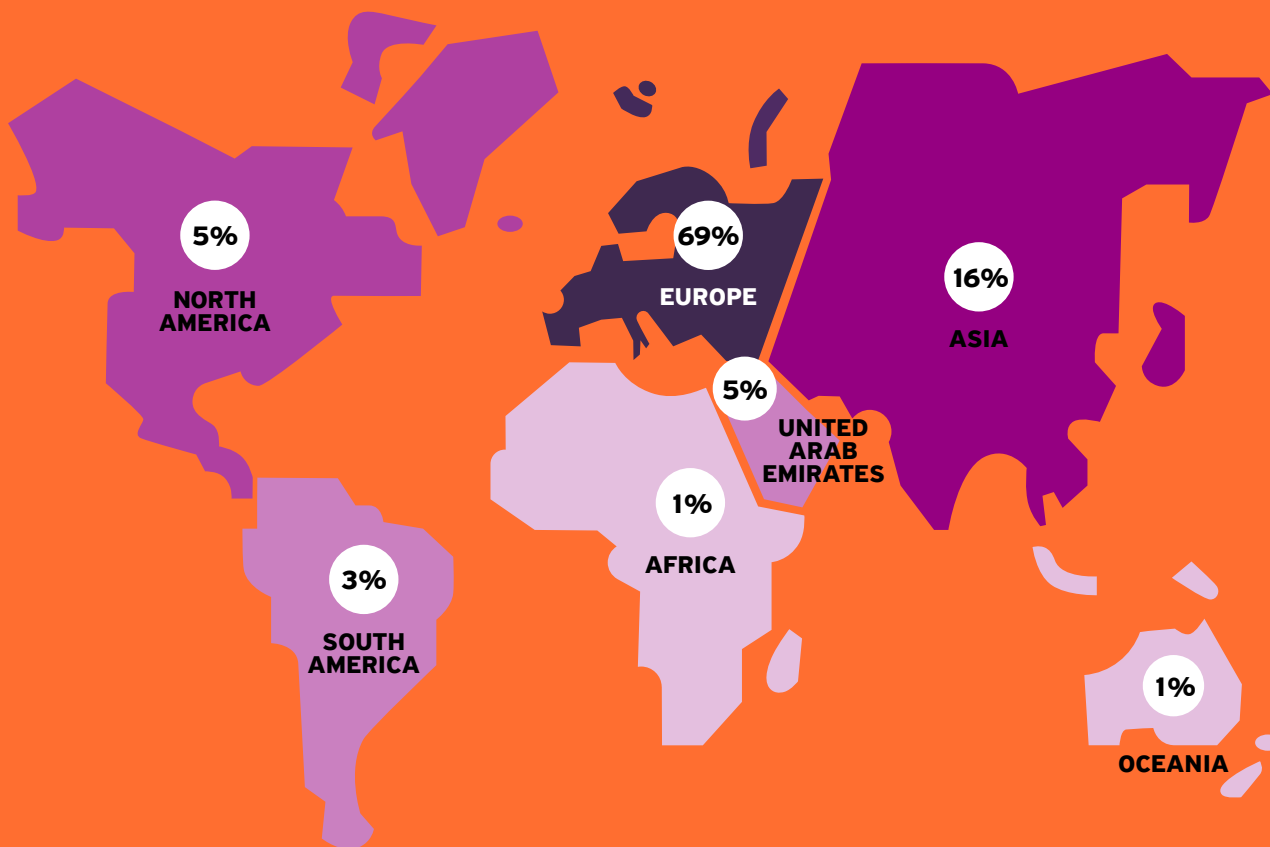
EAACI Congress 2018

FACTS and Figures

The EAACI Annual Congress

With more than 7,000 participants, the EAACI Annual Congress is the biggest gathering of allergy professionals in the world. The following pages show key statistics from previous congresses.

EAACI 2016 Worldmap



EAACI Attendance

8,119 delegates
attended EAACI 2017
in Helsinki



7,823 delegates
attended EAACI 2016
in Vienna



7,681 at EAACI 2015
in Barcelona



7,403 at EAACI 2014
in Copenhagen

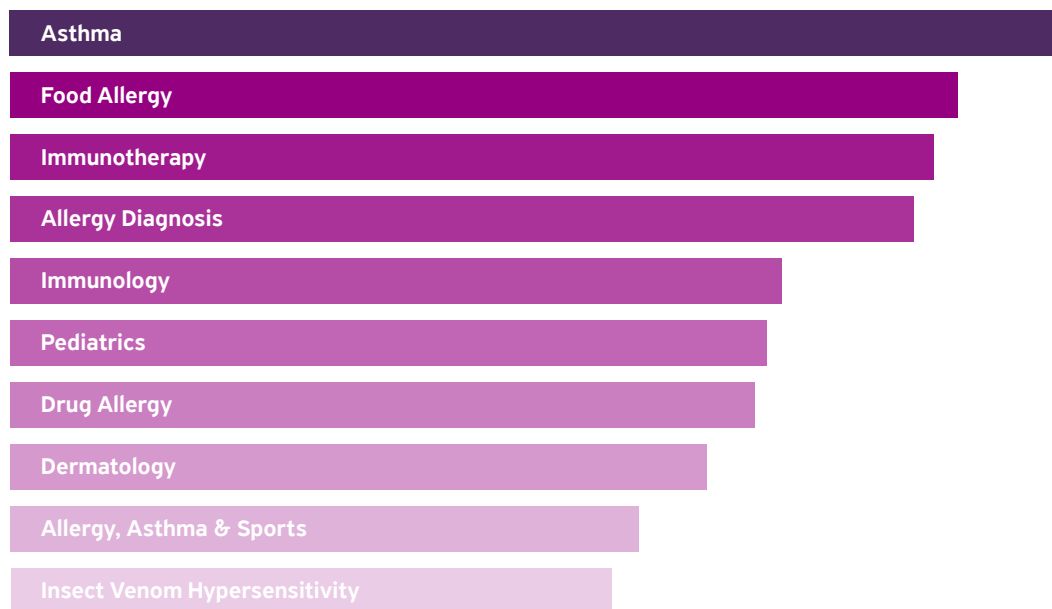


7,694 at EAACI 2013
in Milan



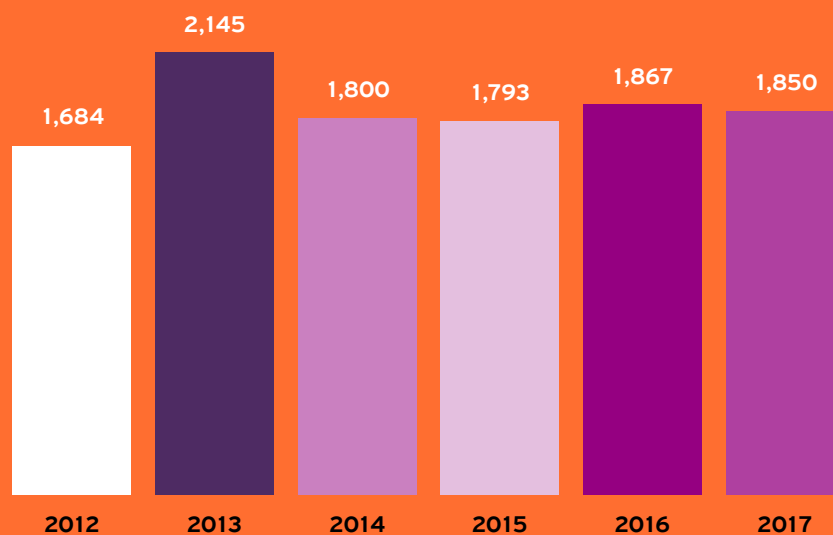
EAACI 2016

Top ten areas of interest



EAACI

Abstract submissions



EAACI
Exhibition Space

3,058 sqm

2017 in Helsinki

2,841 sqm
2016 in Vienna

2,248 sqm
2015 in Barcelona

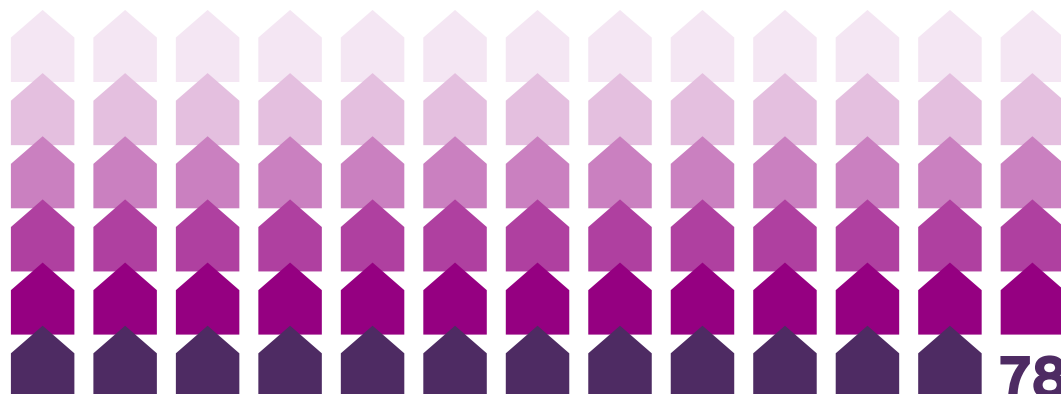
1,957 sqm
2014 in Copenhagen

2,186 sqm
2012 in Milan

EAACI 2017
Symposia



EAACI 2017
Exhibiting Companies



EXHIBITION

Packages

Exhibiting: Your opportunity
to reach the medical community

Exhibitors at the EAACI Annual Congress can interact with many key players in the global response to allergy, such as researchers, clinicians, scientists, doctors and various other healthcare professionals. In order to support

exchange between allergy professionals and industry and to ensure high traffic and visibility, the Exhibition Hall will accommodate catering outlets as well as the popular Pro & Con Arena, the Poster Area and the Virtual Congress Hub.

Free-built Exhibition Space

Included Services and Prices

Exhibiting at the EAACI Congress 2018 will entitle you to the following benefits:

- Company listing on the EAACI congress website and in the EAACI app
- Exhibitor company profile in the congress media
- Pre-event technical site visit (2 November 2017) organised by EAACI
- Exhibitor instructions manual providing full details on all aspects of the exhibition, the venue, contractors and ancillary services
- 1 exhibitor registration per full 6 sqm exhibition space (these badges will not give access to scientific sessions). Additional badges will be charged at 140 €
- 1 free full congress registration

Exhibition Opening Hours

Sunday, 27 May 2018 09:00 – 17:30

Monday, 28 May 2018 09:00 – 17:30

Tuesday, 29 May 2018 09:00 – 17:30

Exhibition space only

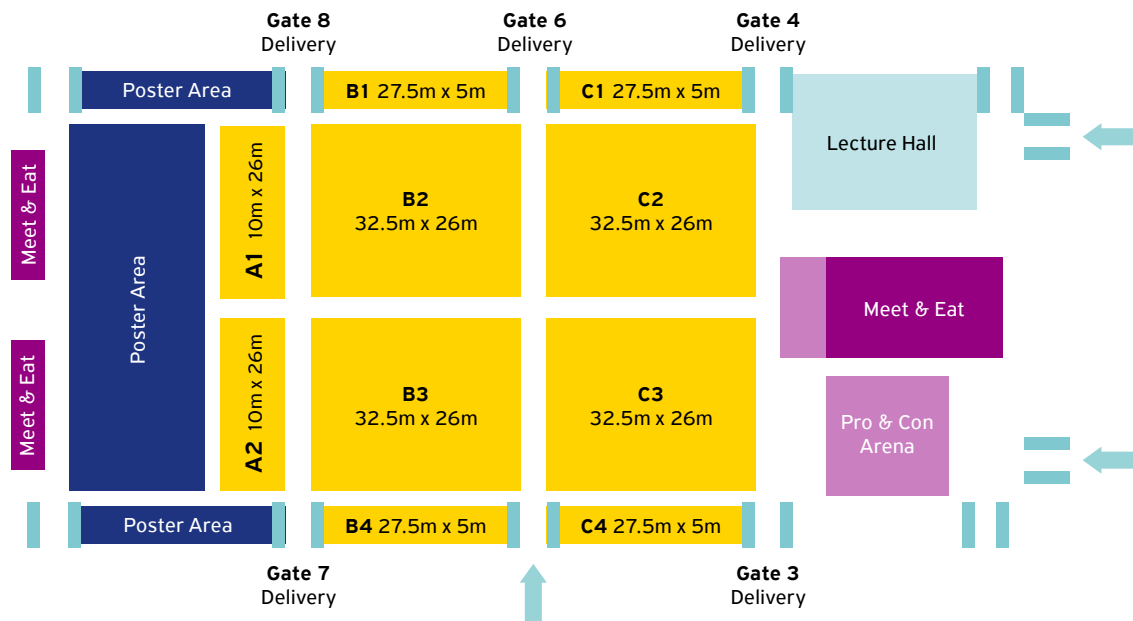
Free-build (minimum 9 m²):
EUR 650 plus VAT per m²

Waste disposal fee

EUR 2.50 plus VAT per m²

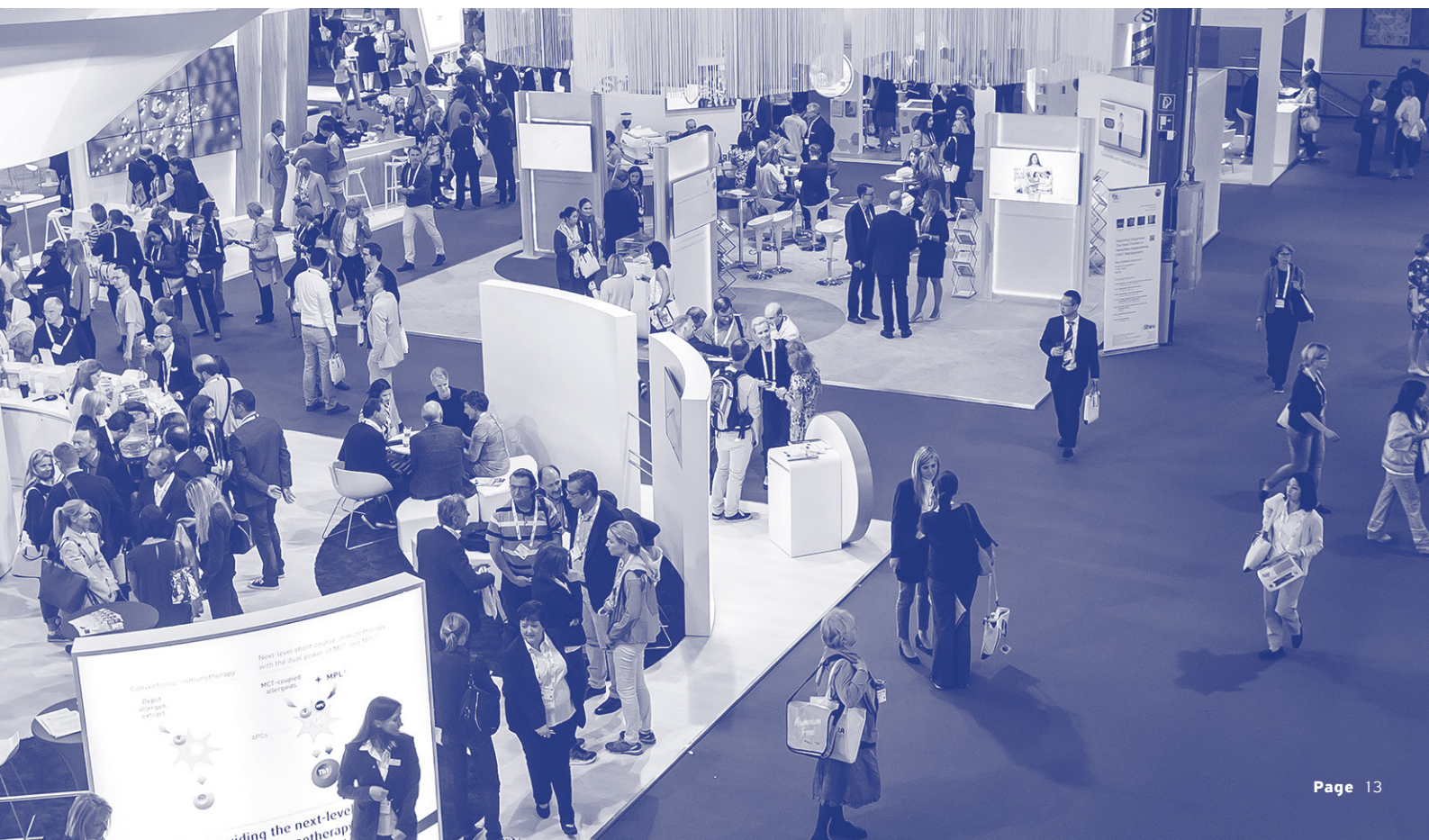
Floorplan

ICM Messe München, Hall B1



BO ICM

Session Rooms / National Society Village / Meeting Rooms



Shell Scheme Packages

Content

Shell scheme packages will be available in sizes ranging from 9–18 m² and exhibitors only need to decorate their booths.

Shell scheme furniture and equipment depend on the size of the booth ordered but normally include:

- Wall elements, depending on booth location
- Fascia signage on all open sides with black standard lettering
- Spotlights
- Carpet
- 1 table and 2 chairs
- Waste paper basket
- Power supply
- Daily cleaning



Shell schemes can be further customised by ordering additional furniture.

Exhibition space with shell scheme package

9 m² (minimum) to 18 m² (maximum):
EUR 750 plus VAT per m²

Waste disposal fee

EUR 2.50 plus VAT per m²

Exhibition

Good to know

Binding order

In order to book your space in the exhibition, please fill in the **booking form**, sign it by hand and return it to eaaci2018exhibition@eaaci.org via email. INTERPLAN (on behalf of EAACI) will provide you with a written booking confirmation as soon as possible after receipt of the booking form. After confirmation of receipt, the order form is a binding agreement. To be taken into account for the pre-allocation procedure, your binding order form should reach us by 19 September 2017. The **deadline for exhibition bookings is 30 March 2018**.

Size and position

The minimum space that can be ordered is 9 m². Please indicate your desired stand size and shape on the booking form.

Allocation

The allocation of stand spaces will take place in October, November and December 2017. The **allocation order is based on the total support of the congress** submitted by 19 September 2017, the booked square meters submitted by 19 September 2017, and the booking date. Please note that, while the EAACI Founder Sponsors will be given priority for choice of booth location, early commitment will ensure that your company **can secure a prominent spot**. INTERPLAN has the right to allocate the requested space in a suitable area of the exhibition.

Contract and invoice

After your stand has been allocated, you will receive an **exhibition contract** which confirms the final stand location, boundaries, size and stand number. The contract must be signed and returned within 15 working days. **Invoices** will be sent out in January 2018 and need to be paid within 30 days after receipt. During the booking process, please fill in the "Important Company Details" form with the correct contract and invoice address and an order number (if needed).

Stands

All **stand designs** must be submitted for approval and to be checked for compliance to regulations by the end of March 2018.

Additional orders

Furniture, carpet, electricity, water supply, event staff, etc. have to be ordered separately once the stand space has been confirmed to all exhibitors.

Further information will be contained in the exhibitor instructions manual in January 2018.

SATELLITE SYMPOSIA

Slots

Expand your on-site performance by organising a symposium

Intended for congress delegates, each sponsored symposium will be fully organised and coordinated by its sponsor. EAACI offers symposia slots directly after scientific sessions in order to ensure maximum attendance of delegates.

Included Services and Prices

Booking a Satellite Symposium at the EAACI Congress 2018 will entitle you the following benefits:

- Publication of the full symposium agenda on the EAACI congress website and in the EAACI app (no product names, trade names or company names are allowed in the agenda)
- Inclusion in the list of sponsors
- 1 full registration and 2 exhibitor badges
- One promotional mass email with all Satellite Symposia titles will be sent to the congress delegates prior to the congress
- Symposia instructions manual providing full details on all aspects of the sessions, the venue, contractors and ancillary services
- Session hall including standard AV equipment, stage furniture and theatre style set-up (front projection screen, projector, network-based presentation system, sound system, stand microphones for Q&A according to the capacity of the room, one chairtable for two persons, one lectern)
- Support of two event staff during the session

Satellite Symposia Time Slots

Sunday, 27 May 2018 17:30 – 19:00

Monday, 28 May 2018 17:45 – 19:15

Tuesday, 29 May 2018 17:30 – 19:00

Satellite Symposia Fees

Sunday, 27 May 2018

& Monday, 28 May 2018

45,000 EUR plus VAT

Tuesday, 29 May 2018

37,000 EUR plus VAT

Satellite Symposia

Good to know

Booking a Satellite Symposium

In order to book a symposium slot, please fill in the booking form, sign it by hand, scan and email it to eaaci2018sponsorship@eaaci.org. INTERPLAN (on behalf of EAACI) will provide you with a written confirmation as soon as possible after receipt of the booking form. After confirmation of receipt, the order form is a binding agreement. The deadline for booking a Satellite Symposium slot is 30 March 2018.

Agenda and Speakers

The Congress Scientific Programme Committee reserves the right to approve or reject any sponsored symposium application. In order to ensure that sponsored symposia meet the scientific standards of the congress, all sponsored symposia:

- **will be evaluated by the Congress Scientific Programme Committee on the basis of content, speakers and overall quality**
- **may not include any brand names, trade names or company names in the symposium agenda and on the promotional material**

The costs for speakers, travel, accommodation and registration expenses are not included in the sponsorship fee and are the responsibility of each sponsor. A speaker or chairperson can only contribute in one Satellite Symposium per congress day.

The names of all selected speakers and chairpersons need to be submitted to EAACI for approval.

The final Satellite Symposium agenda including a short description of the topics/meeting objectives should be submitted to EAACI by 9 March 2018 latest.

Allocation of time slots and rooms

Please indicate your desired date and room capacity on the booking form.

The allocation of symposia slots and rooms will take place in September and October 2017. The allocation order is based on a first come, first served basis and on the booking date. Please note that, while the EAACI Founder Sponsors will be given priority for choice of the symposium slots and rooms, early commitment will ensure that your company can secure a prominent slot.

Contract and invoice

After your symposium has been allocated, you will receive the sponsorship contract which confirms the final date, time and room capacity. The contract must be signed and returned within 15 working days. Invoices will be sent out in January 2018 and need to be paid within 30 days after receipt. During the booking process, please fill in the "Important Company Details" form with the correct contract and invoice address and an order number (if needed).

Additional orders

Additional AV equipment, stage furniture, event staff, etc. can be ordered separately once symposium slots and rooms have been confirmed to all sponsors.

Further information will be contained in the symposia instructions manual in January 2018.

A variety of sponsorship opportunities for the promotion of your exhibition stand and symposium will be available in October 2017.

THE VENUE

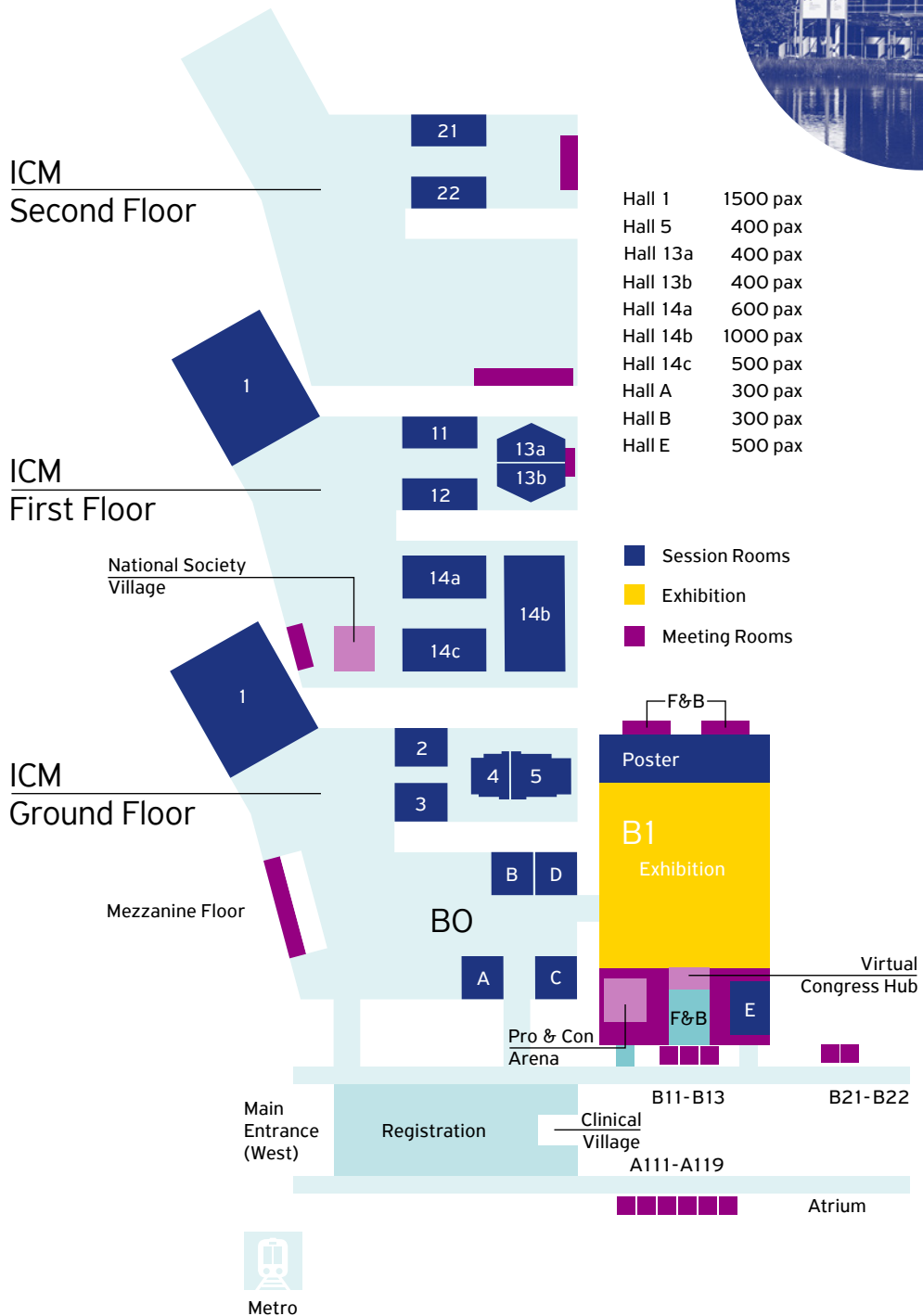
and Floorplan

Internationales Congress Center München

Munich is well known as one of the leading congress destinations in Europe. The EAACI Congress 2018 takes place at the ICM-Messe München.

Floorplan

Venue Overview



CONTACT

EAACI

Exhibition and Sponsorship

INTERPLAN

Congress, Meeting & Event Management AG

Landsberger Strasse 155

80687 Munich, Germany

www.interplan.de



Project Management

Jürgen Meier

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eaaci2018team@eaaci.org



Exhibition Management

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Phone +49 40 32 50 92 40

eaaci2018exhibition@eaaci.org



Sponsorship Management

Diana Eberl

Phone +49 89 54 82 34 813

eaaci2018sponsorship@eaaci.org

Event Organiser / Scientific Programme

EAACI Headquarters

Hagenholzstrasse 111

3rd Floor

8050 Zürich, Switzerland

Phone +41 44 205 55 33

Fax +41 44 205 55 39

events@eaaci.org

www.eaaci.org

Registration

K.I.T. Group on behalf of EAACI

Phone: +49 30 24 60 34 20

eaaci2018registration@eaaci.org

Accommodation

K.I.T. Group on behalf of EAACI

Phone: +49 30 24 60 34 30

eaaci2018hotels@eaaci.org

European Academy of Allergy and Clinical Immunology Annual Congress 26–30 May 2018 in Munich, Germany

Please legibly complete this form and send it to INTERPLAN AG no later than 31 March 2018. Please note that companies submitting their booking by **19 September 2017** will benefit from the pre-allocation of exhibition spaces.

INTERPLAN AG Exhibition Department

Sandra Rudolph **Phone** +49 (0)40 32 50 92 40
Kaiser-Wilhelm-Straße 93 **Fax** +49 (0)40 32 50 92 46
D-20355 Hamburg, Germany **Email** eaaci2018exhibition@eaaci.org

BINDING ORDER FORM FOR EXHIBITION SPACE

- We hereby book _____m² **exhibition space only** (free-build space) at the EAACI Congress 2018 for a price of **EUR 650** per m² and a waste disposal fee of 2.50 EUR per m² plus statutory sales tax according to European regulations. The minimum size is 9 m².
- We hereby book _____m² exhibition space with **shell scheme package** at the EAACI Congress 2018 for a price of **EUR 750** per m² and a waste disposal fee of 2.50 EUR per m² plus statutory sales tax according to European regulations. The minimum size is 9 m² and the maximum size is 18 m².

We would prefer our stand to have the following features:

Interplan will gladly attempt to comply with your preferences, but offers no guarantee of compliance. width _____m x depth _____m

- row stand (1 side open) corner stand (2 sides open) peninsula stand (3 sides open) island stand (4 sides open)

Our stand must necessarily have the following fittings (e.g. connection to water supply, etc.):

We would prefer not to be directly beside to be directly beside the following companies:

Company

Address

Postal Code

City

Country

Contact Person

Position

Phone

Fax

Website

Email

This order form is a binding agreement. Please read the four following points carefully and confirm your consent by signing below:

1. We confirm that the products that we will promote at EAACI Congress 2018 have valid licences for promotion in Germany at the time of the congress and that the activities at our booth will conform to regulations for marketing pharmaceutical products in Germany. We understand that the content of all promotional literature, hoardings, advertising and promotional material of any form used or distributed within the ICM-Messe München for the duration of the congress remains the legal responsibility of the exhibitor and that EAACI cannot be held liable for any non-compliance.
2. We confirm our participation as an Exhibitor at the EAACI Congress 2018 in Germany, Munich, 26–30 May 2018, and reaffirm that we have read and agreed to all terms and conditions.
3. I have been informed that all data collected in the context of my registration will be treated according to the regulations specified by the Bundesdatenschutzgesetz (BDSG = Federal Data-Protection Act). Conveyance of my data to third parties is fundamentally prohibited. I do, however, consent to allow the usage and conveyance of my data to co-workers, sponsors and co-promoters of INTERPLAN insofar as these individuals are directly involved in the organisation and planning of the above mentioned event and insofar as the organisational planning necessitates such usage and conveyance. Of course, all involved persons are obliged to abide by the regulations specified by the BDSG.
4. I have been informed of my right to refuse to allow my data to be used for the purposes of advertising and marketing according to section 28 paragraph 3 of the BDSG. I have also and particularly been informed that I can revoke, at any time, my permission to use my personal data for advertising purposes.

If you wish to revoke permission only to convey your data to third parties, please write to INTERPLAN, Landsberger Strasse 155, 80687 Munich, Germany or email database@interplan.de.

City, Date

Stamp

Signature

European Academy of Allergy and Clinical Immunology Annual Congress 26–30 May 2018 in Munich, Germany

Please legibly complete this form and send it to INTERPLAN AG no later than 31 March 2018. The allocation of symposia is made on a first come, first served basis (the EAACI Founder Sponsors have the right choose their slot before all other symposia sponsors).

INTERPLAN AG Sponsorship Management

Diana Eberl
Landsberger Strasse 155
D-80687 Munich, Germany

Phone +49 (0) 89 / 54 82 34 813
Fax +49 (0) 89 / 54 82 34 45
Email eaaci2018sponsorship@eaaci.org

BINDING SYMPOSIA ORDER FORM

We want to become a sponsor of the EAACI Congress 2018 in Munich.

- Lunch Symposium** (Platinum Founder Sponsors only) EUR 50,000 plus VAT
- Satellite Symposium 27 or 28 May 2018** EUR 45,000 plus VAT
- Satellite Symposium 29 May 2018** EUR 37,000 plus VAT

We prefer the following day: **Sunday, 27 May 2018** **Monday, 28 May 2018** **Tuesday, 29 May 2018**

We prefer the following room capacity: **200 – 300 PAX** **300 – 500 PAX** **500 – 600 PAX**

Proposed topic of the symposium (if available): _____

The final allocation of slots and premises will be determined by EAACI and INTERPLAN.

Company _____

Address _____ Postal Code _____

City _____ Country _____

Contact Person _____ Position _____

Phone _____ Fax _____

Website _____ Email _____

This order form is a binding agreement. Please read the four following points carefully and confirm your consent by signing below:

1. We confirm that the products that we will promote at EAACI Congress 2018 have valid licences for promotion in Germany at the time of the congress and that the activities at our booth will conform to regulations for marketing pharmaceutical products in Germany. We understand that the content of all promotional literature, hoardings, advertising and promotional material of any form used or distributed within the ICM-Messe München for the duration of the congress remains the sole legal responsibility of the exhibitor and that EAACI cannot be held liable for any non-compliance.
2. We confirm our participation as a sponsor at the EAACI Congress 2018 in Germany, Munich, 26–30 May 2018, and reaffirm that we have read and agreed to all terms and conditions.
3. I have been informed that all data collected in the context of my registration will be treated according to the regulations specified by the Bundesdatenschutzgesetz (BDSG = Federal Data-Protection Act). Conveyance of my data to third parties is fundamentally prohibited. I do, however, consent to allow the usage and conveyance of my data to co-workers, sponsors and co-promoters of INTERPLAN insofar as these individuals are directly involved in the organisation and planning of the above mentioned event and insofar as the organisational planning necessitates such usage and conveyance. Of course, all involved persons are obliged to abide by the regulations specified by the BDSG.
4. I have been informed of my right to refuse to allow my data to be used for the purposes of advertising and marketing according to section 28 paragraph 3 of the BDSG. I have also and particularly been informed that I can revoke, at any time, my permission to use my personal data for advertising purposes.

If you wish to revoke permission only to convey your data to third parties, please write to INTERPLAN, Landsberger Strasse 155, 80687 Munich, Germany or email database@interplan.de.

City, Date _____ Stamp _____ Signature _____

European Academy of Allergy and Clinical Immunology Annual Congress
26–30 May 2018 in Munich, Germany

IMPORTANT COMPANY DETAILS

Please fill in this form completely and send it together with your order to INTERPLAN.

Name of the company as it should appear in the exhibitor list on the website _____

Invoice address (important: complete company name, e.g. company XY GmbH & Co. KG):

- The invoice address is identical with the address on the stand /sponsor order form. The invoice address differs from the above mentioned address and is as follows:

Company _____ Contact Person _____

Address _____

Postal Code _____ City/Country _____

An internal order / PO number must be listed on all invoices: YES _____ NO
Please provide us with this number within four weeks

VAT ID (applies only to firms which are registered in the EU): _____

If you DO NOT HAVE a VAT ID, we urgently request you to certify your firm's entrepreneurial character by sending us, a current **certification of residency** from your financial authority in the form of an original document.

- Please **disclose** the terms and the level of support by the sponsor in the announcement as well as the duration of the event in accordance to § 20 para. (5) FSA Code of Conduct Healthcare Professionals / § 28 AKG Code of Transparency.

Postal address for invoices (only fill in this part of the form if the address differs, for example, from the private address of your field representative):

Company _____ Contact Person _____

Address _____

Postal Code _____ City/Country _____

Contact person or company representative on-site:

- The contact person on-site is identical to the contact person listed on the stand/sponsor order form. The contact person on-site is as follow:

Name _____ Phone _____ EMail _____

Contact data of the stand builder/agency:

Company _____ Contact Person _____

Address _____

Postal Code _____ City/Country _____

Phone _____ EMail _____

I have been notified that all data gathered for the registration will be treated in compliance with the regulations specified by the German Federal Data-Protection Law [Bundesdatenschutzgesetz] (BDSG). Essentially, my personal data may not be conveyed to third parties. However, I hereby consent to allow my data to be used by and conveyed to coworkers, sponsors and co-organizers of INTERPLAN AG, insofar as they are directly involved in the organization and conduction of the above mentioned event and insofar as the organizational sequence necessitates such use and conveyance. Furthermore, I consent to receive informational material about follow-up and thematically related events via e-mail or conventional mail in the future. Of course, all involved persons are obliged to abide by the regulations specified by the BDSG. This declaration of consent can be revoked at any desired time by sending written notification by conventional mail to Interplan AG, Landsberger Strasse 155, D-80687 Munich or by sending an e-mail to database@interplan.de

I have been notified about my right to prohibit the usage of my data for advertising and marketing purposes according to § 28, paragraph 3 BDSG, and in particular I have been notified that at any time I desire, I can withdraw my consent to allow the usage of my personal data for advertising purposes. This declaration of consent can be revoked at any desired time by sending written notification by conventional mail to Interplan AG, Landsberger Strasse 155, D-80687 Munich or by sending an e-mail to database@interplan.de

City, Date _____ Stamp _____ Signature _____

Terms and Conditions

I. EXHIBITION

Conditions of Payment

Conditions of payment mentioned on the invoice are valid. 100% of the total amount for Exhibition space fee will be invoiced. All payments must be made in EUR plus statutory sales tax according to the European regulations and must be received in full within 30 days of receipt of the invoice. No bank transfer fees will be accepted by EAACI and all Exhibitors paying by bank transfer should ensure that all charges are met.

For payments with credit card please note that for your security we do not accept credit card details on hardcopy forms, by e-mail, fax or phone. On request you will receive a link by e-mail, which will direct you to the official secure payment gateway (SIX– Saferpay).

If payment in full is not received by the start of the Congress, participation cannot be guaranteed and the rental fee remains due. Under no circumstances may any discount be deducted. Please refer to the floorplans and directions available on www.eaaci.org under Exhibitions for the description of spaces. Certain areas have mandatory shell scheme packages included – invoicing will take into consideration these prices.

Third Party Order (exhibitor appointed contractor)

It is understood and agreed that the exhibiting company is ultimately responsible for payment of charges. In the event that the named third party does not pay the amount owing by the move-in time, charges will revert to the exhibiting company.

All prices are indicated in EUR and exclude VAT, unless otherwise specified.

Refund and Cancellation Policy

If an Exhibition space has to be cancelled, the following conditions will apply: Until 30 November 2017 50% of the total amount. After 30 November 2017 if the Exhibition space can be let again, a 20% cancellation charge will be levied. If only parts of the space can be let again, a cancellation fee of 20% for the part let again and 100% for the rest is due.

For Exhibition space cancelled after 4 January 2018, there will be no refund granted. All cancellations must be made in writing to INTERPLAN.

Assignment of Space/Eligibility for Exhibition

Organisations wishing to apply for Exhibition space must follow the standard criteria that only products and services in connection to the topic of the Congress are allowed to be presented.

The distribution of promotional materials is limited to the exhibitor's rented area. Signs and banners at booths have to be directly linked to the name of the exhibitor. It is strictly prohibited to distribute or place products and/or printed matters of a company that is not an exhibitor. The EAACI Congress 2018 Organisers can interrupt any kind of promotion, which in their opinion could damage the Congress.

Booths may be used only for exhibiting and advertising the exhibitor's own products, not for the sale of any products. Any orders for products which are taken must be in accordance with regulations covering such orders.

Advertising materials may be distributed only within the booth area. The Congress accepts sales from booksellers and publishers within the field related to the Congress. All legal aspects for these sales must be handled individually. For the presentation of advertising lectures, advertising films, slide projection and for the distribution of samples, it is necessary to obtain written permission from INTERPLAN. Companies that are not exhibitors may not advertise in any form in the Exhibition Hall, in the entrances to the Exhibition Hall, or anywhere else in the Congress venue.

Exhibitors are also advised to obtain the FSA (Freiwillige Selbstkontrolle für die Arzneimittelindustrie) Code of Conduct and the EFPIA HCP Code of Conduct for pharmaceutical companies and acquaint themselves with the rules and regulations of advertising and marketing in Germany. Medical device companies are in addition advised to follow the Eucomed Code of Ethical Business Practice. Companies are required to check and ensure their own compliance with the relevant codes and regulations about advertising in Germany and any other applicable rules and regulations from their home country. The Congress and its organisers will not accept any responsibility for non-compliance. **All house rules at the venue will apply and be enforced.** Exhibitors are fully liable for damages caused to third parties and property. All exhibitors are strongly recommended to have comprehensive third party liability insurance for their booths.

No alcohol is allowed in the Exhibition Hall. No sales are allowed in the Exhibition Hall.

II. SPONSORSHIP ITEMS

This sponsorship proposal is offered subject to availability and contract, with final approval by the Organisers. Should an item be cancelled, the sponsor will have the option of taking another item not already sponsored, or have the money refunded.

Conditions of Payment

Conditions of payment mentioned on the invoice are valid. 100% of the total amount for sponsoring items will be invoiced. All payments must be made in EUR plus statutory sales tax according to the European regulations and must be received in full within 30 days of receipt of the invoice. No bank transfer fees will be accepted by EAACI and all Exhibitors paying by bank transfer should ensure that all charges are met.

For payments with credit card please note that for your security we do not accept credit card details on hardcopy forms, by e-mail, fax or phone. On request you will receive a link by e-mail, which will direct you to the official secure payment gateway (SIX– Saferpay).

Production Costs

Production costs, where applicable, are the responsibility of the sponsor. The EAACI Congress 2018 will not accept responsibility for late deliveries, and cannot guarantee the inclusion or distribution of the item at the EAACI Congress 2018. Late deliveries, if accepted, may also attract late fees.

Where the buyer is responsible for production but does not wish to oversee the details, INTERPLAN will be willing to take on the responsibility, but this service attracts a 10% surcharge based on the cost of the sponsorship item. When INTERPLAN is in charge of production, the buyer is bound to accept the quotes collected by INTERPLAN and the costs must be paid in full before the commencement of production.

Printed Matter

For printed matter, it is of the utmost importance that the material is received in time and in the proper format. Late submissions will not be included.

Design specifications will be sent out at least 6 weeks before the submission deadline. A commercial brand name from a drug company can not be used in any material distributed to all the delegates. The name of the company may be used instead. The only exception is the exhibition booth and in the framework of a Satellite Symposium.

Refund and Cancellation Policy

The items are refundable minus a 10% charge when the cancellation is made within one month of the order and before 27 October 2017.

For items cancelled after 27 October 2017 and before 4 January 2018, 50% of the total amount value of the order will be refunded.

For items cancelled after 4 January 2018, there will be no refund granted.

If the items have been sourced from external suppliers and a contract have been signed, the costs incurred plus the corresponding charge (based on the above dates) will be charged to the sponsor. **All prices are indicated in EUR and exclude VAT, unless otherwise specified.** All cancellations must be made in writing to INTERPLAN.

AMENDMENTS TO THE GENERAL TERMS AND CONDITIONS

All matters not covered in these regulations, in general, in the General Terms and Conditions, or in other EAACI Congress 2018 publications are subject to the decision and control of the Congress Organisers. The Congress Organisers reserve the right to take such actions and to make such changes, including changes to the "General Terms and Conditions" as are considered necessary or desirable for the efficient and proper conduct of the Exhibition. Any matters not specifically covered by the preceding terms and conditions shall be subject solely to the decision of the organiser. These terms and conditions may be amended at any time by the organiser, and all amendments so made shall be binding on exhibitors/sponsors equally with the foregoing terms and conditions.

FINAL STIPULATIONS

In the event that the Congress cannot be held or will have to be changed due to events beyond the control of the Congress Organisers (force majeure) or due to events which are not attributable to wrongful intent or gross negligence of the Congress Organisers, the Congress Organisers cannot be held liable for any damages, costs, or losses incurred, such as transportation costs, accommodation costs, financial losses, etc. Under these circumstances, the Congress Organisers reserve the right to either retain the entire fee and to use it for a future EAACI Congress, or to reimburse the exhibitor/sponsor after deducting costs already incurred for the organisation of the EAACI Congress 2018 and which could not be recovered from third parties. Any company that disregards the directives of the Congress Organisers may be excluded from the Exhibition by the Congress Organisers with immediate effect. Such companies are liable for the whole rental sum and for all incidental expenses including VAT. In cases in which the Congress Organisers are indebted to the exhibitor/sponsor, the exhibitor/sponsor may demand compensation instead of cash payment only with the permission of the Congress Organisers.

All oral agreements, special permissions and special arrangements are valid only upon receipt of written confirmation. In all cases of litigation the exhibitor/sponsor agrees to submit to the authorised court chosen by the Congress Organiser. Electively, the Congress Organisers may choose to appeal to the court into whose jurisdiction the exhibitor/sponsor falls.

DATA PROTECTION

Our business treats all personal data according to the guidelines specified in § 4 BDSG. The gathering, storage and processing of your personal data are unavoidable for your registration for the abovementioned congress. These occur solely for the purposes of organising and conducting the event. Your data will only be conveyed to third parties (e.g. organisers, congress centre, suppliers for the specialised exhibition) who are directly involved in the congress' programme and only if the organisational programme makes such conveyance necessary. Legislation requires us to ask for your permission; if we do not receive your consent, you cannot register for the specialised exhibition within the context of the congress.

By placing his or her signature on the stand-location reservation, the signatory declares his or her consent to allow the personal information which he or she provides to be gathered, stored and processed within the context of conducting the abovementioned congress, and he or she further consents to allow such data to be conveyed, if necessary, as described above, to third parties, e.g. the organiser.

Furthermore, the signatory also consents to receive informational material about follow-up and thematically related events in the future via e-mail or conventional mail. The signatory can revoke this consent at any time by sending notification of revocation of consent via e-mail to database@interplan.de or via conventional mail to INTERPLAN AG, Landsberger Strasse 155, 80687 Munich, Germany.

Imprint

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