



Exhibition space application form (page 1)

Priority application for lower rates deadline is 1 March 2018

Please return this completed and signed form to helene.barr@mci-group.com

Organising company

Company name

Contact person

Address

Postal code

City

Country

Phone

Fax

E-mail

Appointed agency (if any)

Agency name

Contact person

Address

Postal code

City

Country

Phone

Fax

E-mail

Organising company

Applications for all congress activities must be submitted by the company under whose name each activity is to be organized. The company is responsible for communicating any relevant documents to its staff and appointed agencies.

Appointed agency

The aforementioned Organising Company must inform MCI in writing which agency is appointed for each congress activity. Otherwise no requests from agencies will be taken into consideration. This appointed agency cannot fully act as if it were the company itself and the company will continue to be held entirely responsible and accountable for activities organised in its name.

Stand space selection and prices

Please choose between: Space Only ☐ or Shell Scheme ☐

	Exhibition Bookings Received Prior to 1 March 2018		Exhibition Bookings Received From 1 March 2018	
	SPACE ONLY	SHELL SCHEME	SPACE ONLY	SHELL SCHEME
Commercial / Industry	550 CHF / sqm	700 CHF / sqm	650 CHF / sqm	800 CHF / sqm
Publishers	400 CHF / sqm	500 CHF / sqm	400 CHF / sqm	500 CHF / sqm
WHF NON-Member NGO		350 CHF / sqm		350 CHF / sqm

Selection of booth location – please reference exhibition plan.

1st choice

2nd choice

3rd choice

Booth #:

Booth #:

Booth #:

Price per sqm: X sq metres = CHF (e.g. 550 CHF x 25sqm = 13,750 CHF)

Exhibition space application form (page 2)

Invoice details

Name of company or agency to be invoiced *(if different from the above)*

Contact person

Address

VAT N°

Purchase order n° *(if applicable)*

Postal code

City

Country

Phone

Fax

E-mail

Payment and cancellation fees

Payment:

50% on reservation on booking for orders received prior to **1 March 2018**.

100% on reservation after **1 March 2018**.

Only payments by bank transfer will be accepted. Payment details will be on the invoice.

Cancellation fees:

50% reimbursed up to **1 March 2018**.

25% reimbursed for cancellations received **from 2 March to 1 June 2018**.

No reimbursement after **1 June 2018**.

We understand and agree that we, the exhibiting company, are entirely responsible for payment of charges according to the above mentioned payment schedule. In the case that an appointed agency does not discharge payment of the invoices, charges will revert to the exhibiting company and may include a penalty fee of 5% of the total cost.

Our agreement is composed of this duly signed Application Form, World Heart Federation's General Terms and Conditions of Sponsorship Agreements, and the WCC 2018 *Education and Marketing Opportunities for Industry, Satellite activities, exhibition and sponsorship* brochure; by signing and returning this Application Form you acknowledge and represent having received, read and accepted the terms of these documents. **This agreement is subject to Swiss law exclusively. Disputes shall be resolved exclusively by expedited arbitration in accordance with the World Intellectual Property Organization Arbitration and Mediation Center's Rules for expedited arbitration. The place of any arbitration shall be Geneva, Switzerland.**

It is the participating company's responsibility to comply with any national legislation with regard to exhibition, publicity, the handing out of any samples, and the sale or promotion of any products and marketing material. The World Heart Federation and WCC partners cannot be held liable for any non-compliance.

All rates above are exclusive of any applicable taxes.

Date

Contact Name

Signature