

## REGISTRATION INFORMATION FOR EXHIBITORS AND SPONSORS

### ‘ENVIROINFO VIENNA 2002’

„16<sup>th</sup> International Symposium, Informatics for Environmental Protection“  
„Environmental Communication in the Information Society“  
September 25-27, 2002

**Please fax this form to ISEP: +43 1 -715 28 28-19**

*Yes, we want to participate in the technical exhibition at EnviroInfo Vienna 2002.*

*Where:* Freihaus TU Vienna, 1040 Vienna, Wiedner Hauptstraße 8-10 (ground, 1<sup>st</sup>, & 2<sup>nd</sup> floors)

*When:* 9.00 a.m. to 5.00 p.m.

*What:* We would like to reserve the following:

Exhibition Stand	Net (EUR)	Sales Tax	Gross* (EUR)
<input type="radio"/> <b>Single stand (Type 1, approx. 7 m<sup>2</sup>)</b> + with logo listed in the Exhibition Folder	945,-	20%	1.134,-
<i>or</i>			
<input type="radio"/> <b>Double stand (Type 2, approx. 12 m<sup>2</sup>)</b> + with logo listed in the Exhibition Folder	1.755,-	20%	2.106,-
<i>and</i>			
<input type="radio"/> <b>Reduced registration fee for 1<sup>st</sup> and 2<sup>nd</sup> Exhibitor**</b>	200,-	10%	220,-
Even lower fee for 3rd exhibit participant or more	109,10	10%	120,-

\*\* Reduced Registration Fee. Prices for exhibition stands require at least one participant per stand to register for the conference. Conference registration includes access to all presentations, printed proceedings, lunches, coffee breaks, etc. Please register at <http://enviroinfo.isep.at>. Payment of this registration fee – upon receipt of an invoice – will be considered a ‚nomination fee‘ or a ‚deposit‘ for a binding reservation for the Exhibition.

Additional Advertising and Sponsorship Opportunities	Net (EUR)	Advert. Tax / Sales Tax	Gross* (EUR)
<input type="radio"/> <b>Company logo in the Final Program</b> (4-colour) and on the Conference Web-Site	200,-	5%/20%	252,-
<input type="radio"/> <b>Advertisement in the Final Program</b> (4-colour) <i>deadline July 10, 2002</i>	370,-	5%/20%	466,20
<input type="radio"/> <b>Company folder in the conference bags</b>	200,-	5%/20%	252,-
<input type="radio"/> <b>Sponsorship or Co-Sponsorship of one Evening Reception</b> with recognition at the event and logo in the Final Program, & on the Web-Site	500,- to 2.500,-	5% / 20%	630,- to 3.150,-
<input type="radio"/> <b>Best Paper Award</b> with recognition and logo as described for previous entry	2.000,-		2.000,-

*Additional sponsor information is available on request.*

**Please provide your organizational information using the form on Page 2!**



Standard Equipment: Up to 4 boards, approx. 1m wide x 2-2.5m high (exhibition stands are delimited);  
1 table, approx. 120cm x 60cm; 2 chairs; lighting (2 spots); 1 outlet.

Additional Equipment: Additional furniture, telephone, fax and Internet, TV and video connections.  
Please clarify technical details with IAESTE. **Deadline for Ordering: August 14, 2002.**  
Additional equipment and communication costs will be charged separately by ISEP in the final invoice for the exhibition stand.

**After you have made your reservation with ISEP** (International Society for Environmental Protection, 1030 Vienna, Marxergasse 3), **you will be contacted by our co-operation partner, the association IAESTE Vienna**, (International Association for Exchange of Students for Technical Experience, 1040 Vienna, Karlsplatz 13, an organiser of company fairs at Technical University Vienna).

*Please type or print in capital letters*

<p><b>Exhibitor Company Name</b> <i>(Please provide the name as you would like it to appear in the Exhibition Folder)</i></p> <p>Company/Institution</p> <p>Address</p> <p>Zip Code, Place</p> <p>Telephone No.</p> <p>Fax No.</p> <p>e-mail</p>	<p><b>Exhibitor Contact Person</b></p> <p>Title</p> <p>First Name</p> <p>Last Name</p> <p>Telephone. No.</p> <p>Fax No.</p> <p>e-mail</p>
<p><b>Invoice Address</b> <i>(if different from above)</i></p> <p>Company/Institution</p> <p>To the attention of</p> <p>Address</p> <p>Zip Code, Place</p> <p>Telephone No.</p> <p>Fax No.</p> <p>e-mail</p>	<p><b>Stand Manager Contact Person</b></p> <p>Title</p> <p>First Name</p> <p>Last Name</p> <p>Telephone No.</p> <p>Fax No.</p> <p>e-mail</p>

We confirm that the above information is correct and accept the enclosed Terms and Conditions as binding.

**Signature and Date:**

**Company Stamp:**

**Please note: Exhibitor Registration Deadline - August 1, 2002**

## Terms and Conditions

- 1) **Registration:** Please send the registration for your exhibit and the order for promotional materials by fax or mail to the International Society for Environmental Protection (ISEP), Marxergasse 3/20, 1030 Vienna. Registration deadline is August 1, 2002. A minimum of one person must be registered per stand for the conference. (Exhibitors receive reduced fees; register at <http://enviroinfo.isep.at/>). The registration fee for the symposium "EnviroInfo Vienna 2002" will be considered a 'nomination fee' or 'deposit' for the exhibit. The registration is binding only after entry into symposium records and upon our written confirmation to you (with the assignment of your exhibit location). For registrations received after the August 1 deadline, it is possible that publications and productions (use of additional advertising materials) cannot be accommodated and therefore are not fully guaranteed in this case.
- 2) **Assignment of Exhibit Stand Location:** As confirmation of your order, a notification of the final location assigned for your exhibit will be sent by fax two weeks after the registration deadline. The exhibition spaces will be distributed according to the order in which the registrations are received by ISEP. (Thus, it is useful to register early.)
- 3) **Additional Advertising Materials:** Orders are to be made in writing by the registration deadline. ISEP will assume no liability or responsibility for preparation of incomplete or inappropriate materials (i.e., inappropriate graphics or incorrect graphic formats) as well as for late entries (such as logos for the exhibition folder), and especially not for the appearance of advertising. (See last sentence in 1, above.) Responsibility for completeness, timely entries, and correctness of materials, as well as the clarification of copyright claims, lies with those placing the order.
- 4) **Additional Equipment:** Additional stand construction (beyond the standard equipment) may only be received if ordered by fax to IAESTE by the ordering deadline of August 14, 2002. Prices are based on availability. There will be no price reduction for the use of one's own equipment or partial use of the standard equipment package. The fees for telephone, fax, internet, television, and video connections as well as ongoing charges will be billed separately.
- 5) **Terms of Cancellation:** Cancellations received after the stand location has been assigned (date of the fax confirmation) will result in a cancellation fee in the amount of 50% of the order value. Earlier cancellations will result in administrative fees in the amount of 50 Euro. Withdrawals after September 23, 2002 are not refundable (i.e., this will result in fees in the amount of 100% of the ordered services).
- 6) **Payment Conditions:** Registration fees for the Symposium "EnviroInfo Vienna 2002" will be considered a 'nomination fee' or 'deposit'. Payment for the exhibit is due within two weeks after receipt of the invoice, and if paid within this time will result in no additional charges to the recipient. Penalty expenses are 10% of the outstanding amount, with addition of the usual bank taxes, but the minimum charge is 15 Euro.
- 7) **Liability:** ISEP assumes no liability for accompanied material (including stand materials), especially not for damage or theft. Locked space is available for the storage of exhibition materials outside of exhibition times. No liability will be assumed for stored (locked) items (appropriately packed and tagged with name). No visitor/interest amount guarantee exists for the exhibition. In the case of an act of God (fire, power failure, etc.), that is, for events which make furnishing of products impossible, ISEP assumes no form of liability. Partial services will be calculated on a pro-rated basis.
- 8) **Prices, Additional Fees:** ISEP is a nonprofit organization, active in the business and public sectors. All prices are quoted in Euro. Prices for the advertising materials include an obligatory advertising tax in the amount of 5%. ISEP pays no commissions/honorariums/brokerage fees to advertising agencies and only accepts deliveries postage paid. Services not included in the standard packet will be calculated additionally.
- 9) **General:** Contract location is Vienna. Court jurisdiction is the county court of Handelssachen, Vienna, as arranged. Other Terms and Conditions than these will not be accepted; this affects above all agreements of withdrawal and payment conditions. All agreements must be in written form.
- 10) **Return of Materials for Advertising Medium:** Due to organizational reasons, it is not possible to return materials sent to us or to our printing house.
- 11) **The official Terms and Conditions are the German version (Geschäftsbedingungen).**