

Application Form

ECPE Joint Stand at the PCIM Europe 2020

5 - 7 May 2020 | Exhibitor Center Nuremberg, Germany



Email (scanned): lena.somschor@ecpe.org

Fax: +49 (0)911 / 81 02 88 – 28

Organisation: Lena Somschor

+49 (0)911 / 81 02 88 - 18

Contact Person

Prefix/Title	Telephone
First Name	Email
Last Name	

Company/University/Institute

Organisation
Department
Street
Post Code
City
Country

Invoice Address (if different)

Organisation
Department
Street
Post Code
City
Country

Invoice Details

VAT number	Please indicate if a purchase order is necessary to be mentioned on the invoice:	YES	NO
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Participation Fee

- € 3.990,- * for large companies (incl. € 490,- Mesago Marketing Fee)
- € 3.240,- * for small and medium sized companies (incl. € 490,- Mesago Marketing Fee)
- € 2.740,- * for universities/institutes on main stand (incl. € 490,- Mesago Marketing Fee)
- € 2.240,- * for universities/institutes on research area (incl. € 490,- Mesago Marketing Fee) * plus VAT 19 %

Services organized by ECPE e.V.:

The total size of the joint stand is about 210 qm. Up to 26 units will be available.

- Applications from ECPE member companies (on main stand) and ECPE competence centres (on research area) are accepted on a first come, first serve basis. Applications are accepted with receipt of the confirmation email from ECPE and the invoice will be sent by letter post.
- Cancelations within 3 months before exhibition start are free of charge only if ECPE is able to find a new exhibitor.
- Each unit equipped with 1 cupboard/table, 2 chairs, company logo, 2 poster frames, 230V power outlet and lighting.
- Shared communication area with tables, chairs and bar.
- Drinks, lunch buffet and sweets for staff, get-together at the booth for staff and guests on Wednesday evening.
- Stand security during nights, electricity and daily stand cleaning.
- Entry in the exhibition catalogue, 1 exhibitor pass (your data has to be forwarded to the exhibition organiser Mesago Messe Frankfurt GmbH).
- Marketing activities around the ECPE joint stand including communication to the network and website entries.
- Photo material will be created at the event. Potentially a picture of you can be taken and used for editorial reporting.
- Due to the General Data Protection Regulation, we kindly point out that we have to store your personal data in our CRM system in order to process your registration. The ECPE Privacy Policy can be found at www.ecpe.org/contact/privacy-policy/.

Exhibits (short description) | Further furniture and additional space available on request, please contact us as soon as possible.

Date, Signature



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www.ecpe.org

Application & notification of acceptance

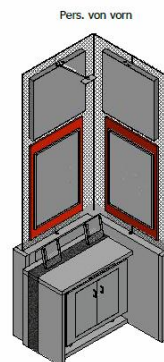
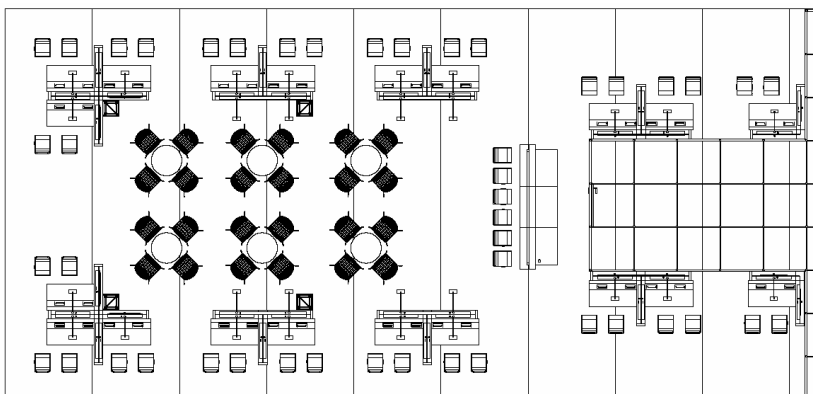
- **Deadline for application is the 20 January 2020.** Until this date applications are possible for all interested organisations. Applications from ECPE member companies are confirmed immediately, same for ECPE Competence Centres if they apply for the research area.
- CC applications for the main stand as well as applications from outside the ECPE network will be informed about the acceptance latest on 31 January 2020.
- If there are still partner units left after 20 January 2020 application is possible anytime.

After receipt of confirmation

- **January 2020: Entry of your organisation in exhibitor list on pcim.mesago.com**
We'll forward your data to the PCIM organiser Mesago Messe Frankfurt GmbH. Afterwards you will receive a verification email to the address given in your application form. You need to click the link in this email to confirm the entry. Please keep in mind this email will not come from an @ecpe.org email address! With the data that will be sent to you by Mesago afterwards you will be able to complete or change your entry. Furthermore, there will be downloads like email footers and banners, as well as services like advertising in the PCIM app or meeting room rental.
- **Until end of February 2020: What we need from you to prepare**
In case you want to show an exhibit that not fits on your stand unit, please tell as soon as possible. We have a limited number of units where it is possible to use extra space. These are available on request, first come, first serve. For extra furniture (glass case, podium, display etc.) and any other power outlet than 230 V/50 Hz please contact us.
We'll need a logo and a short description of your organisation that will be published on www.ecpe.org. As well your logo is needed for the lighted panel over your unit as well.
- **End of March:** You'll receive the stand plan & detailed exhibitor information
- **Until one week before start of PCIM Europe 2020: Job offers for the ECPE Job Board**
The [online ECPE job forum](http://online.ecpe.org) will have it's own booth during PCIM. All up-to-date job offers are printed and published on a wall. If you have open positions please send them to lena.somschor@ecpe.org.
- **Until beginning of PCIM Europe 2020: exhibitor passes and visitor tickets**
Mesago will send you an access for the 'ticket service for exhibitors'. Please keep in mind this will not come from an @ecpe.org email address! With this you will be able to create your exhibitor pass free of charge as well as further payable exhibitor passes. As well you will be able to create individual visitor passes or invite colleagues/guests to the exhibition free of charge.
- **Until beginning of PCIM Europe 2020: Posters for your stand unit**
Please keep in mind that two poster walls are included in your partner unit. Size is 70 cm x 100 cm in portrait.

On-site at PCIM Europe

- **Set-up** will be able on Monday, 4 May 2020 from 15.00 - 19.00 h and on Tuesday, 5 May 2020 from 7.00 - 9.00 h.
Driving to the gates nearby the hall is possible but a cash deposit is needed. Further information on this will be distributed. Please keep in mind that there will be no space to store large boxes.
- During opening times of the exhibition, there will be a **full catering**, including hot and cold beverages, lunch buffet and snacks. Please feel free to serve also your guests (for lunch preregistration is needed).
- From beginning of the exhibition on, the **ECPE team** will assist you in case of any unseen problems. As well there will be lots of opportunities to meet the ECPE network onsite of the stand, e.g. at the get-together on Wednesday evening.
- **Dismantle** of your partner unit should be finished within two hours after the exhibition closes Thursday afternoon, 17.00 h.



Layout of main stand (plus 48 sm research area behind wall on the right) --- partner unit design --- design of ECPE Joint Stand