Industry Prospectus
EUROSPINE 2020
7–9 October 2020
Reed Messe Wien, Vienna, Austria

Organised by
EUROSPINE, the Spine Society of Europe
www.eurospinemeeting.org/vienna2020
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Welcome Messages

Welcome message of the president

Dear members, dear colleagues, guests and friends,

EUROSPINE is looking forward to welcoming you in Vienna for EUROSPINE 2020.

As always, we will have an attractive scientific meeting including selected papers, debates, poster presentations, workshops and a large industrial exhibit showing us the latest technical developments in the spine world. With participants coming from all continents, it will be an excellent opportunity to exchange ideas, research and new skills as well as meeting old and new friends.

Our local hosts, Petra Krepler, Claudius Thomé and Werner Schmölz will prepare for us a fantastic networking programme in the beautiful city of Vienna with all its cultural opportunities.

We all look forward to seeing you in Vienna and please, save the date: 7–9 October 2020.

Everard Munting
EUROSPINE President 2020

Dear friends and colleagues,

Did you know that the Viennese traditionally start each New Year with a waltz? The quintessentially Viennese ballroom dance, which was awarded UNESCO cultural world heritage status, has served as inspiration for our 2020 Vienna congress logo.

We have chosen this symbol because a Viennese waltz requires rhythm, structure, collaboration and – above all – partnership. So, as the Viennese start their new year, we would like to start our next EUROSPINE congress: in tune with each other. After all, the contributions of our members, our abstract presenters, our speakers, and everyone else involved, have made EUROSPINE Europe’s leading spine meeting and the place to be for spine experts worldwide.

So please accept our warmest invitation to join EUROSPINE 2020, from 7 to 9 October in Vienna in whatever role suits you most. Be it to contribute in the form of an abstract or as an industry partner, or simply to enjoy the high-quality scientific programme for the advancement of your daily practice.

Vienna has a long tradition of welcoming exchange in its bounds, scientific or otherwise. This has contributed to the city’s excellent accessibility, by air, rail or road, as well as state-of-the-art conferencing facilities at Reed Messe Vienna.

The world’s most liveable city (according to “the Economist”) will give you a taste of its rich cultural heritage and famous Austrian hospitality. As you network with your colleagues in spine to exchange opinions and form professional partnerships, the beating heart of the city will be your rhythm – like a waltz.

Petra Krepler, Claudius Thomé & Werner Schmölz
Local hosts 2020
EUROSPINE Congress Statistics

HOW MANY DELEGATES ATTEND EUROSPINE?
(EXCLUDING INDUSTRY REPRESENTATIVES)

WHERE DO OUR DELEGATES COME FROM?
(REFERENCE: EUROSPINE 2019 HELSINKI)

WHAT ARE THE TOP SPECIALTIES INDICATED FROM ALL 2019 PARTICIPANTS
(REFERENCE: EUROSPINE 2019 HELSINKI)
Main Topics

- Basic science: biology
- Basic science: biomechanics
- Cranio-cervical junction (all pathologies)
- Degenerative (cervical)
- Degenerative (thoracolumbar)
- Trauma (whole spine)
- Tumour (whole spine)
- Infection (whole spine)
- Adult deformity (whole spine)
- Growing spine
- Intradural spinal pathologies
- New techniques
- Minimally invasive spine surgery (MISS)
- Diagnostics and imaging
- Patient safety
- Complications
- Non-operative treatment
- Epidemiology and medical economics

Preliminary Programme

<table>
<thead>
<tr>
<th>Tuesday, 6 October 2020</th>
<th>Wednesday, 7 October 2020</th>
<th>Thursday, 8 October 2020</th>
<th>Friday, 9 October 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Scientific Session</strong></td>
<td>08:30–10:00</td>
<td><strong>Scientific Session</strong></td>
<td>08:30–10:00</td>
</tr>
<tr>
<td>Break</td>
<td></td>
<td>Break</td>
<td>Break</td>
</tr>
<tr>
<td><strong>Scientific Session</strong></td>
<td>10:30–12:00</td>
<td><strong>Scientific Session</strong></td>
<td>10:30–12:00</td>
</tr>
<tr>
<td><strong>EUROSPINE Lunch Symposium / Industry Workshops</strong></td>
<td>12:00–14:00</td>
<td><strong>EUROSPINE Lunch Symposium / Industry Workshops</strong></td>
<td>12:00–14:00</td>
</tr>
<tr>
<td><strong>Pre-day Courses</strong></td>
<td>13:00–17:00</td>
<td><strong>Scientific Session</strong></td>
<td>14:00–15:20</td>
</tr>
<tr>
<td><strong>Scientific Session</strong></td>
<td>14:00–15:20</td>
<td><strong>Scientific Session</strong></td>
<td>14:00–15:20</td>
</tr>
<tr>
<td>Break</td>
<td></td>
<td>Break</td>
<td>Break</td>
</tr>
<tr>
<td><strong>Scientific Session</strong></td>
<td>16:20–18:00</td>
<td><strong>General Assembly</strong></td>
<td>17:30–18:30</td>
</tr>
<tr>
<td><strong>Industry Workshop</strong></td>
<td>18:00–19:30</td>
<td><strong>EUROSPINE 2020 Congress Evening at own expense</strong></td>
<td>19:30</td>
</tr>
</tbody>
</table>

CME Accreditation

An application will be made to the EACCME© for CME accreditation of the event. Further details will be available on the congress website: www.eurospinemeeting.org/vienna2020.

Call for Papers

The online abstract submission will open on Sunday, 15 December 2019. Abstracts must be submitted online at www.eurospine.org, which also includes the submission guidelines and information on the reviewing process. The submission deadline is on Sunday, 1 March 2020.

Please contact: EUROSPINE Administration, Judith Reichert Schild, info@eurospine.org

Information on the scientific programme, registration, accommodation, etc. can be found on the EUROSPINE 2020 website www.eurospinemeeting.org/vienna2020
Vienna has been voted one of the world’s most liveable cities in the world for several years, with sustainability and safety going a long way to secure its status year after year, so it is inevitably ranked one of the world’s best conference and event destinations. At most Vienna is three-hour flight away from all European cities.

The Austrian capital offers a rich heritage of art, culture and architecture, but it is also a very attractive destination for science and business. Located in the heart of Europe, with modern infrastructure and an international feeling, the city provides world-class hotels and restaurants.

The Reed Messe Wien is centrally located, yet close to Vienna’s famous Prater park and around the corner from the campus of the new Vienna University of Economics and Business. The Vienna International Airport is only 20 minutes away by taxi, and 30 minutes away with the airport bus. Two underground stations are located a stone’s throw away from the venue’s main entrances.
The exhibition area of EUROSPINE 2020 is located in the Hall A of Messe Wien. All coffee break stations will be located in the exhibition until Friday morning.

Preliminary Exhibition Floor Plan

Exhibition Package

Space is rented in 9m² steps only (min 9m²)
€ 695/m² for 9-27m²
€ 635/m² from 36m²
All prices quoted are excl. local VAT, if applicable.

The exhibition package fee includes:
- Exhibition floor space
- Two exhibitor badges per 9m² rented exhibition space (no access to scientific sessions)
- One complimentary full congress registration per 9 m² rented exhibition space (access to scientific sessions)
- Cleaning of public areas and gangways
- Acknowledgement on the EUROSPINE 2020 website, final programme, pocket program and congress app
- Exhibitor manual including all technical details

The exhibition package fee does not include:
- Partition walls
- Furniture
- Electrical usage
- Stand cleaning
- Anything that is not expressly listed under “The exhibition package fee includes”.

All these services and more services can be ordered at extra cost and will be available in the Exhibitor manual.
Application for Exhibition
Application opens on Tuesday, 3 December 2019. Application must be submitted and will only be accepted via the online application. The link is available on the congress website: www.eurospinemeeting.org/vienna2020.

Submission of an application does not guarantee space availability, nor does it guarantee size or location. By submitting the online exhibition application, companies agree to the terms and conditions, payment conditions and cancellation policy and fees outlined in this prospectus.

Booth Allocation Criteria
As per EUROSPINE guidelines, the assignment for booth allocation remains according to the following criteria: total of booth and sponsorship contribution, booth size, date of application and payment of first deposit. The booth allocation will start in spring 2020. EUROSPINE reserves the right to relocate or reassign booths at any time for the overall benefit of the meeting. Any sponsorship item added after Tuesday, 4 February 2020 will not be considered to obtain a higher ranking for booth allocation.

Exhibition Layout
Exhibitors occupying space-only booths are required to submit a detailed plan of their booth including height indications for approval to the meeting’s exhibition management company Mondial Congress & Events. While every effort will be made to preserve the published layout of the exhibition, the organisers shall be entitled to vary the layout if this is in the general interest of the exhibition. All booths must adhere to the rules and regulations of the Messe Wien and those mentioned in the exhibitor manual.

Preliminary Exhibition Schedule

<table>
<thead>
<tr>
<th>Set-up</th>
<th>Exhibition dates</th>
<th>Dismantling</th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday, 5 October 2020</td>
<td>Wednesday, 7 October 2020</td>
<td>Friday, 9 October 2020</td>
</tr>
<tr>
<td>Tuesday, 6 October 2020</td>
<td>Thursday, 8 October 2020</td>
<td>from after lunch break until midnight</td>
</tr>
<tr>
<td>Friday, 9 October 2020</td>
<td></td>
<td></td>
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</tbody>
</table>

Product Disclaimer
EUROSPINE does not, in any manner, endorse any of the company product claims displayed or services provided in the exhibition during the congress.

Innovative Corner
Start-ups will be able to meet future users or consumers, other researchers passionate in their field, investors ready to support their projects. Your company will benefit from a dedicated space within the Innovative Corner at a preferential exhibition fee of €600 per day in a pre-set area including a standing table with two high chairs, and one exhibitor badge. To be eligible for this opportunity, candidates have to provide necessary documentation according to guidelines.

Guidelines
The start-up company should fit all following criteria and need to provide confirmed data: founded from 2018 and after, holds more than 25% of shares, maximum 5 staff on payroll, in marketing phase or not have yet reached the commercial dimension necessary for its dissemination, no running sponsor/exhibitor of EUROSPINE meetings. If you are interested to be part of it, please contact the sponsorship and exhibition manager.
Industry Workshops

• Time slots
  • 18:00–19:30: Tuesday evening
  • 12:00–14:00: Wednesday, Thursday and Friday lunch

• Room rental with theatre style set-up
• Screen, projector, and basic audio (microphones and speakers)
• Publication of the workshop programme in a special section of the final programme, pocket programme, congress website and Congress App
• Appointed area of the Wien Messe will be dedicated for flyer distribution the morning of the scheduled Sponsor Session

Guidelines
• Companies must accept financial responsibility for all aspects of their workshop (incl. registration costs of speakers)
• EUROSPINE 2020 logo may be used only after written authorisation by the organising secretariat
• Set-up and dismantling must take place within the time slot booked
• Companies are requested to provide lunches, catering for workshops can be placed inside the workshop room but the capacity will be reduced

“Meet the expert” at the booth – € 5,500
Organise a small “Meet-the-Expert” gathering at your exhibition booth during coffee breaks.

Benefits
• Time slot: all coffee breaks in the exhibition area
• 5 coffee breaks lasting 30 minutes in the morning and the afternoon (2x Wednesday, 2x Thursday, 1x Friday morning)
• Publication of the “Meet the Expert” within the industry section of the final programme and congress website.

Guidelines
• Sound must be directed towards the interior of the booth and not directed outside; the noise level at the perimeter of the booth may not exceed 60dB(A). Due to the noise level of the exhibition and not to disturb surrounding booths, headsets are highly recommended.
• The activity has to be staged within the confines of the booth and not at the edge thereof, attending delegates cannot block the aisles or cause any other safety risk.
• “Meet the expert” cannot be called “session” and must not be scheduled at the same time than any scientific sessions neither during lunch symposium/workshops, which means they can be only be organised during the official coffee breaks.

Sponsorship Opportunities

Sponsorship items will be allocated upon availability and confirmed after Tuesday, 4 February 2020.

Contribute to Education & Science

EUROSPINE Task Force Research
EUROSPINE does have an experienced, independent and transparent review process to view grant applications with our “Task Force Research” group. With this we can guarantee appropriate handling, documentation and monitoring of agreed grants, free of any conflicts of interest.

EUROSPINE Task Force for Research (TFR) invites applications for project funding every year. We encourage interested companies to contact us and submit proposals. We are open to discuss your projects and ideas.

For more details, please contact:
EUROSPINE Education, Julie-Lyn Noël, education@eurospine.org

Industry Workshops

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<tr>
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<th>Category A</th>
<th>Category B</th>
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<tbody>
<tr>
<td>Theatre style seating</td>
<td>~180 pax</td>
<td>~80 pax</td>
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<tr>
<td>Limited number of workshops per day</td>
<td>2</td>
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<td>/</td>
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Enhance your Corporate Visibility

Lanyards – € 5,000
These will be distributed to all delegates upon registration. Your company’s logo can be printed on the lanyard. Delegates must wear their name badge and lanyard throughout the entire meeting. It is a powerful way to promote your company. Lanyards to be provided by the company, they have to be in line with EUROSPINE guidelines and given prior approval of the design by the organiser.

Notepad – € 2,000
Participants will be able to pick up a branded notepad at the badge self-print station and at registration counters. This will include sponsor’s company logo and the EUROSPINE 2020 logo, which is a prominent way to emphasise your company presence at the meeting and will continue to serve as a reminder long after the event. Notepads to be provided by the company (approx. 1,500–2,000), and given prior approval of the design by the organiser (and must be in line with the EUROSPINE design guidelines).

Staff Polo Shirts – € 5,000
All hostesses/stewards will wear EUROSPINE branded polo shirts during the meeting. Your logo will be printed on a shoulder sleeve of the polo shirt.

Photo Booth – € 3,000
Possibility to support the very popular EUROSPINE photo booth as part of a non-exclusive sponsorship. Company logos will be displayed within the photo booth layout, and printed on the photos that participants take home, along with EUROSPINE 2020 branding. Limited to three sponsors!

Pocket Programme – € 5,000
These will be distributed to all delegates upon registration. Options available are: ½ page inside add or full page back cover. Since printing of the final programme ceased in 2017, it is a powerful way to promote your company.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price for 1 issue</th>
</tr>
</thead>
<tbody>
<tr>
<td>½ page advert</td>
<td>€ 2,200</td>
</tr>
<tr>
<td>1 page back cover</td>
<td>€ 5,000</td>
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</table>

The Spine Times”, EUROSPINE’s congress newspaper
Receive broad exposure by advertising in the official EUROSPINE congress newspaper, which gives you a perfect opportunity to promote your sponsored lunch workshops or guide traffic to your exhibition booth. Format: Printed, distributed to delegates for free in three issues (Wednesday, Thursday and Friday) at the congress venue and available online on the app and meeting website throughout the year. Limited amount of sponsors.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>¼ page advert</td>
<td>€ 1,350</td>
</tr>
<tr>
<td>½ page advert</td>
<td>€ 2,100</td>
</tr>
</tbody>
</table>

Increase your presence on the Website and Digital Items

Presence on the EUROSPINE 2020 website – € 500
All exhibitors will be mentioned on the meeting website. Enhance this entry with a hyperlink to a 30-word company description and link to your company website.

Wi-Fi – € 8,000
A free internet connection will be provided to all delegates. The sponsor will be acknowledged on the Wi-Fi login screen and in the final programme.

Advertisements in the final programme (only digital version available)
The final programme for EUROSPINE 2020 will be available online on the meetings’ website to view and to be downloaded as PDF. It’s the major information source in preparation for the meeting.

<table>
<thead>
<tr>
<th>Item</th>
<th>Price</th>
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</thead>
<tbody>
<tr>
<td>¼ inside page advert</td>
<td>€ 950</td>
</tr>
<tr>
<td>½ inside page advert</td>
<td>€ 1,500</td>
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</tbody>
</table>
Brand the Congress App

**Home Screen Slider – € 5,000**
One of the most prominent ad format of the app: it uses the space of the main app header and is displayed in a continuous changing carousel. The first “slide” will always be the EUROSPINE app header itself, then switch every 5 seconds with equally randomized appearance of the second and third slider (limited to 2 sponsors). Sliders can be linked to an internal page (e.g. industry lunch workshop or exhibitor details) or to an external website.

**Push Notifications – € 5,000**
Benefit from the opportunity to contact all congress delegates via the app by sending one push message per congress day (3 days). Push notifications can be linked to exhibitor details or an industry lunch workshop within the app, no external link possibility (format specifications apply – max. length of 150 characters). Limited to 3 sponsors.

**Enhanced Company Details – € 1,000**
In the exhibitor details section of the app, display very personalised information about your company such as:
- Logo
- Images
- Formatted text with unlimited length
- Headlines (H1 or H2)
- Strong, italic and underlined text
- Ordered and unordered lists
- Hyperlinks to external content/websites
- Embedded YouTube Videos

**Banner on top of the General Information page – € 2,000**
This banner is displayed directly below the header “Information”, within the information section of the app. The information screen banner can be linked to an external website. Limited to 1 sponsor.

**Statistics of EUROSPINE 2019 Helsinki**

<table>
<thead>
<tr>
<th>Downloads &amp; push messages receivers</th>
</tr>
</thead>
<tbody>
<tr>
<td>720 users/installs during the conference in total (excl. updates from older versions and installs prior to conference)</td>
</tr>
<tr>
<td>2,061 receiving devices of push notifications</td>
</tr>
</tbody>
</table>

For more possibilities and further ad performance statistics contact Ellen Valckenaere. 

Adverts and exhibitor information will be available in the App from Friday, 2 October 2020.
Onsite Branding Opportunities

1. Totem (outdoor & exclusive) – € 7,000
   Double sided
   (925 x 5,120 mm)

2. Entrance revolving doors
   2 revolving doors can be branded, 2 outside views and 2 inside views

   Above revolving doors – € 4,000
   Either outside or inside, right or left
   (3,028 x 2,149 mm)

   Windows revolving door – € 3,000
   Either outside or inside, right or left
   1 set of 4 windows (1 door)
   (1,090 x 2,215 mm)

   Signs above the revolving doors (inside).

   Entrance revolving doors, outside view.

   Signs on the windows of the revolving doors (outside).

Package Windows
   revolving door + above revolving section – € 6,000
   either outside or inside, right or left
3. Elevator Foyer (exclusive) – € 7,000
Located in the entrance area
2 sides
(2,155 x 3,580 mm)

4. Round Glass (exclusive) – € 4,000
Located in the entrance area
Right side only
(12,167 x 1,032 mm)

5. Banner mounted on facade beams – € 4,000
Located in the entrance area
Upper section single sided – limited to 3 sponsors
(6,000 x 3,000 mm)

6. Banner mounted on facade beams – € 4,000
Located in the entrance area
Lower section, single sided – limited to 3 sponsors
(6,000 x 3,000 mm)
7. Stairs branding
2 staircases available, either right or left

Staircase branding glass – € 3,500
Limited to 2 sponsors

Staircase branding on steps vertical + horizontal + glass – € 5,000

Charging Stations
1 station – € 4,000
2 stations – € 7,500
3 stations – € 11,000 (exclusive)
Placed in the entrance area
Each station has 6 charging lockers
Image and video display available

Sitting Cubes
50 cubes – € 7,000
100 cubes – € 12,000 (exclusive)
Placed in the exhibition hall, e-posters area, entrance hall
Top and 2 sides reserved for EUROSPINE, 2 sides branded by the sponsors (450 x 450 x 450 mm – design to be approved by the organizer)
8. Advertising Wall (exclusive) – € 4,000
Placed across from the spine village and the entrance of the exhibition hall, on the way to the breakout and meeting rooms (10,930 x 2,480 mm)

9. Banner hanging from ceiling – € 2,600
Double sided – limited to 3 sponsors (1,400 x 4,000 mm)

10. Bridge banner Atrium (exclusive) – € 4,000
Seen from entrance area (7,300 x 1,020 mm)

Floor Stickers – € 800
(1,000 x 1,000 mm)

Premises at the Congress Venue

Offer upon request:
- Sponsoring of the e-poster area, the speakers’ preview centre and speakers’ lounge
- Meeting Rooms in the conference centre are available (only for non-commercial purpose)
- Storage area

Please contact the sponsorship and exhibition manager Ellen Valckenaere
For any bookings, the General Information page 16 and the EUROSPINE 2020 Sponsorship & Exhibition – Participation Terms & Conditions page 17 and 18 apply.
Enquiries for sponsorship opportunities and exhibition applications will be collected until Tuesday, 4 February 2020. Allocation of industry lunch workshops and/or sponsorship items will be based on total contribution; however EUROSPINE Partners have priority rights to choose selected sponsorship items. After Tuesday, 4 February 2020 all sponsors/exhibitors will be treated on a “first come, first served” basis and will be considered upon availability. It is understood that sponsors and exhibitors must not schedule events which collide with the official congress programme. Any signed agreement shall remain in full force and effect in case of merger or acquisition of the contracting company. Please note that surveys among EUROSPINE congress participants are not allowed.

**Payment Conditions**
All payments must be made in Euros (€). Construction of the stand at EUROSPINE 2020 will only be permitted if complete payment is received by Mondial Congress & Events within due time.

To guarantee the reservation, a deposit of 50% of the total cost will be invoiced within 2 weeks of the completed exhibition application form and is due for payment upon receipt of the invoice.

For application received after Tuesday, 3 March 2020, exhibition bookings and sponsorship items full amount will be invoiced upon confirmation. Invoices are payable within 30 days. The final balance is due by Tuesday, 19 May 2020.

**Cancellation Policy & Fees**
Cancellations or changes on exhibition and any sponsorship booking must be made in writing to Mondial Congress & Events.

Downsizing the booth or change on sponsorship booking without penalties is only possible until Tuesday, 4 February 2020 after the deadline, cancellation fees below will apply.

If booking is cancelled later than Tuesday, 4 February 2020, 50% of total cost will be retained.

If booking is cancelled later than May, 19 May 2020, 100% of total costs will be retained.

**Networking Programme**
EUROSPINE 2020 Congress Evening
Thursday, 8 October 2020 | 20:00–23:00
TBA

Exhibitors & sponsors are not allowed to organise events during the same evening, nor in the chosen networking venue of EUROSPINE 2020.

**WARNING – FRAUDULENT WEBSITES AND AGENCIES**
We are aware that a number of service providers have contacted companies who have supported our events to offer hotel reservation services. Additionally, we are increasingly being confronted with fake websites which seem to relate to congresses but have not been commissioned or authorised by EUROSPINE neither their PCO Mondial Congress & Events. Therefore we strongly recommend ignoring these calls (and/or emails) and NOT PROVIDING credit card details.
Partnership Agreement

EUROSPINE is interested in long-term partnerships with the medical technology companies: on the one hand to ease the collaboration over the years, on the other hand to strengthen and develop mutual points of interest. With your support, we want to remain the driving force and your primary and preferred partner in all spine-related disciplines.

Promotional Activities and Visibility
EUROSPINE does have a proven track record as experienced, well credited organiser of high-level scientific meetings. It is a fast growing society and the reference for spine activities within Europe.

We are in the position of offering a range of exclusive benefits and rights, which will enhance your visibility in the spine world. With this aim, we have developed three levels of partnership programmes:

Those partnerships will not only cover promotional activities during our annual meeting, but also provide several attractive options for activities throughout the year. Among other benefits, EUROSPINE Partners have priority rights to choose selected sponsorship items.

Partnership level status will be finalized on Monday, 29 June 2020.
For more details, please contact: EUROSPINE Administration, Judith Reichert Schild, info@eurospine.org
1. Application for exhibition/sponsor: in order to be considered for exhibition/sponsor, the online application form must be completed and validated by a legally competent representative. For later sponsorship application (after exhibition booking), the application form must be completed and signed by a legally competent representative. However, completing and sending the application form for exhibition/sponsoring to the organising secretariat does not constitute a formal agreement that the exhibitor/sponsor will be admitted to participate. Contractual conditions are constituted only after the organising secretariat has sent written confirmation of acceptance to the exhibitor/sponsor. In case of acceptance, exhibitor/sponsor will be bound by the terms and conditions listed in the prospectus and in the application forms for exhibition and sponsorship. The organising secretariat reserves the right to refuse any application to exhibit/sponsor without giving cause.

Exhibition space and sponsorship items are allotted according to the terms and conditions as listed in the industry prospectus. Stand spaces cannot, fully or partly, be assigned or sublet by the exhibitor without EUROSPINE’s approval. Any company which disobeys the directives of the organising secretariat may be excluded with immediate effect by the organising secretariat. Such companies are liable for the whole rental sum, for the registration fees and for all incidental expenses including the legal value added tax. All agreements shall remain in full force and effect in case of merger or acquisition of the contracting company. All oral agreements, special permissions and special arrangements are valid only upon receipt of written confirmation.

2. Obligations and rights of the sponsor/exhibitor: the booths may only be used for exhibiting and advertising the exhibitor’s own products, materials or services as described in the application form, but not for the sale of any products. Advertising materials may be distributed only within the confines of the booth. Any kind of promotion outside the respective exhibition space is forbidden (such as working acts, distributing flyers, surveys among participants etc.). The partial or complete subleasing or otherwise relinquishing of a booth to a third party, as well as private agreements for switching booths or floor space between two exhibitors is prohibited. The organising secretariat reserves the right to enter any booth at any time. Booths need to be occupied during exhibition hours. The exhibition rooms are to be used only during regular opening hours. Prior written permission from the organising secretariat is obligatory for the presentation of advertising lectures, advertising films, slide projections, for the distribution of samples, beverages or food. It is strictly forbidden for companies which are not exhibitors/sponsors to advertise in any way in the exhibition hall or in the entrances to the exhibition hall. It is the sponsors’ and exhibitors’ responsibility to comply with the local authority’s regulations, EFPIA (European Federation of Pharmaceuticals Industries & Associations) www.efpia.org and IFPMA (International Federation of Pharmaceutical Manufacturers & Associations) www.ifpma.org Code of Practice on the Promotion of Medicines, and Medtech Europe Code of Ethical Business practice, disregard can lead to exclusion at the congress. All exhibition stand designs must be officially approved and plans need to be submitted to the organizing secretariat.

3. Official black-out time: Companies are not permitted to organise unofficial sponsor sessions or any corporate organised event during the period extending from 2 days before the official start, the entire duration until and including the final day of the congress, unless approved by the organizer.

4. Obligations and rights of organising secretariat: The organising secretariat reserves the right to revise the date and location of the exhibition, to shorten the duration of the exhibition and to cancel the exhibition altogether. Any change regarding the exhibition’s time and duration neither entitles the exhibitor to cancel the contract nor to request a fee reduction or to put forward a claim to damages incurred by these changes.

By registering to attend EUROSPINE, you grant permission to the organiser to use photos/films - taken onsite during the meeting - in public relations and promotional pieces, written publications, videos and on the society’s website for an indefinite period of time. If you do not want to have any photos/films taken of you published, you may contact the congress secretariat at any time.

5. Cancellation by congress organising secretariat – force majeure: in case of force majeure, the organising secretariat has the right to alter or cancel the congress without prior notice, however a notice of the occurrence shall be given by the organising secretariat as soon as reasonably possible. Force majeure shall mean any circumstance beyond the reasonable control of the organising secretariat which prevents or impedes the holding of the congress, including, but not limited to, government action, war or hostilities, riot or civil commotion, plague or other epidemic, earthquake, flood, hurricane, cyclone, fire or other natural physical disaster, explosion, accident or breakdown, strike, lack of the usual means of transportation or tourism or due to events which are not attributable to wrongful intent or gross negligence of the organising secretariat. The organising secretariat shall not be liable for any direct or indirect, incidental or consequential damages, losses, expenditures or any other inconveniences or costs caused by such modification or cancellation of the congress. The organising secretariat shall, in its sole discretion, determine the amount of the exhibition fees or sponsorship fees to be refunded, if any.

6. Liability insurance: the organiser provides general guard service and third party insurance at the congress site. Equipment and all related display materials installed by exhibitors are not insured by the organiser, and they will under no circumstances be liable for any loss, damage or destruction caused to equipment, goods or property belonging to exhibitors/sponsors. The exhibitor agrees to hold harmless the organiser for any and all damage claims arising from theft and those perils usually covered by a fire and extended-coverge policy.

7. Set-up of booths: to ensure a smooth course of events, exhibitors must obey all directives and instructions of the organising secretariat regarding the use of booths, their decoration, the use of self-designed and self-constructed booths, and the fitting and furnishings of the booths. Before setting-up their booths/displays/installations, exhibitors must first contact the organising secretariat and reconfirm placement of the booth as well as inform themselves of any special regulations relating to their booth. For any variation from this norm, specific permission must be obtained in advance from the organising secretariat. Written permission also needs to be obtained for any changes in the size or structure of the floor space, or for any changes to the rented objects. Booths must be set-up
and completed during the timeframe designated. An exhibitor or advertising company contracted by the exhibitor who wishes to set up a booth or exhibit of their own design and construction must first submit sketches and plans with a statement of colour schemes of such a booth or, if any, exhibit to the organising secretariat. The organising secretariat reserves the right to demand changes in such booths or exhibits should safety regulations, technical requirements, or the responsibility of preserving or obtaining the best possible overall image for the exhibition, as judged by the organising secretariat, so require. The side and back walls of all stands should be finished on the outside as well as the inside from top to bottom. Exhibitors must avoid obstructing the view of or access to neighbouring booths. Special care must be taken to avoid the use of lights or spotlights that may annoy visitors or neighbouring booths. Should an exhibitor not follow the directives of the organising secretariat or not carry out such directives punctually, the organising secretariat reserves the right to take the necessary steps at the cost of the Exhibitor. The organising secretariat reserves the right to close or obstruct unused entrances or exits to the exhibition rooms and the right to direct the exhibitor to another space in the exhibition hall if necessary even if this directive conflicts with previous written agreements. The organising secretariat also reserves the right to rent floor space of a booth not finished on time to another applicant. In such a case, the exhibitor is responsible for all costs arising from cancellation.

8. Maintenance of booths and exhibition area: exhibitors are responsible for the proper care of the floors, walls, staircases and storage rooms as well as the hired booths and furnishings. Hired booths and furnishings must be returned in an orderly condition and in an orderly way. To avoid scratches and furrows on floors as the result of sliding heavy packing cases, exhibitors are required to use protective coverings. Exhibitors and their shipping agents, on specific orders from the exhibitor, must take special care when transporting heavy packing cases and heavy loads. Exhibitors who wish to display extra heavy exhibits demanding special supports or foundations must request prior permission specifically in this matter from the organising secretariat. It is not permitted to drive nails or hooks into the walls of the exhibition hall, to install electric wiring or to cut or drill holes in the walls of the rented booths. Empty containers and packing materials must be disposed of at the exhibitor’s cost before the start of the exhibition; cleaning the booth is the exhibitor’s responsibility. No part of an exhibition booth may be suspended from the ceiling. No part of an exhibit or of the booth’s structure may protrude beyond the allotted area on any side. No signboards may protrude beyond the booth’s walls. Decorating materials and wallpaper used by the exhibitor must be fire-proof. Prior to use, written proof of this fact must be presented to the organising secretariat. Police regulations, fire regulations and other official regulations must be observed at all times, also during the construction and dismantling of the exhibits.

9. Dismantling of booths: the Exhibitor must dismantle the booth within the allotted time and return hired furnishings on time. Upon leaving, the exhibitor must clear the booth area and clean the floor. Stored materials, empty containers and packing materials must be disposed of. Items for which the exhibitor has made no arrangements regarding removal and storage at his/her cost and which are left behind become the property of the organising secretariat, and no reimbursement will be made for such items. The organising secretariat can demand that exhibitors restore the exhibition area to the original condition at the exhibitor’s expense. If the exhibitor does not dismantle and clear away his/her exhibit in a timely manner, these items will be removed by the organising secretariat at the exhibitor’s cost. The exhibitor is liable for the actual cost incurred by the organising secretariat for such removals of abandoned exhibits. Rented Items which were originally accepted as satisfactory for rental by the exhibitor are to be returned undamaged and in satisfactory condition. All rented items are considered to be in satisfactory condition unless a written notation signed by the organising secretariat is made at the time of rental. Exhibitors must bear the costs of repairs to damaged exhibition areas and of repairs of or necessary cleaning of rented items.

10. Payments – breach of contract: please refer to the terms of payment, reduction and cancellation policy and corresponding deadlines as given in the exhibition/sponsoring prospectus and the application forms for exhibition/sponsoring. The dimensions of floor space, booth measurements and rented items given are approximate. The organising secretariat reserves the right to change these dimensions in order to most efficiently use the available exhibition area and to adjust the booths to the blueprints of the exhibition hall. Prices charged are however based on the actual dimensions; if more floor space is later allotted and actually used than was originally ordered, the additional fee for it is to be paid immediately. Special requests regarding placement of the booths/sponsorship items will be considered. However, such requests do not constitute a condition of registration on the part of the exhibitor/sponsor. Furthermore, organising secretariat reserves the right to reduce the amount of floor space initially requested. Failure to comply with local authorities and international regulations may not be used as a reason to declare the contract void. Failure to comply with the rules and regulations will not expose the organising secretariat to any suits or demands by the sponsor/exhibitor/any third party. The exhibitor bears the costs of the contract fee which is one per cent (1%) of the rental costs, as well as all other taxes, fees or official charges on the rental sum, if applicable. In case of delayed payment, ten per cent (10%) interest per annum is charged. If a company wishes to renounce all claims to taking part in an exhibition after having contracted to do so, the company is nevertheless liable for the rental sum and for incidental expenses. In case of cancellation of the exhibition, the organising secretariat will return the part payments received less the sum equivalent to the costs which have arisen for the organising secretariat up to the time of cancellation; the registration fee will not be returned.

11. Bankruptcy or liquidation: In the event of an exhibitor/sponsor becoming bankrupt or entering into liquidation (other than voluntary liquidation for the purpose of amalgamation or reconstruction) or having the receiver appointed, the contract with such an exhibitor will terminate forthwith, the allotment of stand space will be cancelled and all sums paid by the exhibitor under contract shall be forfeit.

12. Place of Legislation: In all cases of litigation it is agreed to by the exhibitor/sponsor that the competency of the duly authorised court in Vienna, Austria is recognised. Electively, the organising secretariat may choose to appeal to the competent court in whose jurisdiction the exhibitor falls. Austrian law is to be applied.