

**MNE 2010**  
36th International Conference on  
**Micro & Nano Engineering**  
GENOA (Italy) - 19-22 September 2010



# Sponsorship & Exhibition Brochure and Application Forms





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## WELCOME

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Dear Company Representative,

The MNE2010 Organizing Committee is pleased to announce that the 36th International Micro & Nano Engineering Conference (MNE 2010) will be held in Genoa-Italy at the Congress Center "Cotone Congressi" ([www.cotonecongressi.it](http://www.cotonecongressi.it)), 19 – 22 September 2010.

The MNE conference focuses on micro- and nano-fabrication and manufacturing using lithography and other nano-patterning related approaches.

The conference brings together engineers and scientists from all over the world to discuss recent progress and future trends in the fabrication, manufacturing and application of micro and nano-structures and devices. Applications in electronics, photonics, electromechanics, environment and life sciences are discussed.

MNE attracts about 700 delegates (> 500 papers) and is the premier international micro-nanotechnology Conference in Europe on the following subjects:

- 1 - Micro & Nano Lithography
- 2 - Micro & Nano Fabrication, Nano Engineering
- 3 - Micro & Nano Fabrication for Life Sciences
- 4 - Micro & Nano systems and their fabrication, MEMS, NEMS.

### **MNE hosts a technical exhibition which remains continuously open during the four days of the Conference.**

The conference programme and conference layout have been structured to maximise the opportunity for delegates to visit the technical exhibition. We recommend you to participate to the exhibition since we expect a good international attendance this year, due to the very attractive location and scientific programme. In addition, we would also like to solicit your scientific contribution to the Conference.

MNE2010 will take place in the historical city of Genoa, Italy. Genoa has so many different facets to discover: 19th century neighbourhoods, fishing ports and seaside resorts to the east and west, with their picturesque parks and sumptuous villas, and towns and villages inland, nestling in the hills, permeated with a rich heritage of local tradition.

By organising this meeting, we will provide you with an excellent opportunity for scientific and social interaction.

Further information available at:

[www.mne2010.org](http://www.mne2010.org)

We look forward to welcoming you in Genoa!

Yours sincerely

Massimo GENTILI  
Conference Chair

Roberto Cingolani  
Conference co-Chair

Massimo De Vittorio  
Programme Chair

## GENERAL INFORMATION

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### CONFERENCE VENUE

MNE2010 will take place in the Convention Centre “Cotone Congressi” ([www.cotonecongressi.it](http://www.cotonecongressi.it)) located in the historical harbour area of the city of Genoa.

Built up in 1992 on the occasion of the “C. Columbus International Expo”, the Genoa Convention Centre boasts both modern infrastructures and the very attractive setting of the Magazzini del Cotone – old cotton warehouses – on the docks of the old port area of Porto Antico. This is the heart of Genoa, with its medieval quarter, one of the liveliest areas in town, masterfully designed by architect Renzo Piano.

For detailed information on the host city and the venue, please visit the conference website: [www.mne2010.org](http://www.mne2010.org)

### MNE2010 COMMITTEES

#### MNE 2010 Organising Committee

- Conference Chair: Massimo Gentili - PGT Photonics - Milano
- Conference Co-Chair: Roberto Cingolani - Italian Institute of Technology - Genova
- Programme Chair: Massimo De Vittorio - ISUFI - University of Salento - Lecce

#### Programme Co-Chairs:

- Enzo Di Fabrizio: Italian Institute of Technology - Genova
- Annamaria Gerardino: Institute of Photonics and Nanotechnology CNR - Roma
- Leandro Lorenzelli: FBK-CMM Bruno Kessler Foundation - Trento
- Pasqualantonio Pingue: Lab. NEST - Scuola Normale Superiore - Pisa
- Filippo Romanato: University of Padova & Venetonanotech - Padova

#### MNE International Steering Committee

- Anja Boisen - Technical University of Denmark - DK
- Michel Despont - IBM Research Zurich - CH
- Zahid Durrani - Imperial College London - UK
- Massimo Gentili - PGT Photonics S.p.A. - IT
- Evangelos Gogolides - NCSR Demokritos Athens - GR
- Dieter Kern (chair) - University of Tübingen - DE
- Pieter Kruit – Delft University of Technology- NL
- Hans Loeschner - IMS Nanofabrication Vienna - AT
- Shinji Matsui - University of Hyogo- JP
- Francesc Pérez-Murano - CNM-CSIC Barcelona - ES
- John N. Randall - Zyvex Dallas - US
- Kurt Ronse - IMEC Leuven - BE
- Christophe Vieu - LAAS – CNRS Toulouse - FR

### MNE 2010 SECRETARIAT:

MNE2010 - CNR-PSC  
Corso F. M. Perrone, 24 - 16152 Genoa, Italy  
Phone: +39 010/6598773  
Fax: +39 010/6598777  
Email: [secretariat@mne2010.org](mailto:secretariat@mne2010.org)

## TOPICS OF THE CONFERENCE

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### Micro & Nano Lithography

- Nanoimprint Lithography: Systems, alignment, nano-imprint methods, results and applications, stamp fabrication...
- Mask-Less Lithography: Photon, charged particle, proximity probe techniques, sources, optics, systems, alignment, modelling, throughput...
- Photon Lithography: DUV, immersion, EUV, sources, optics, systems, mask technology, alignment, optical proximity correction, lithography modelling, novel techniques...
- Electron and Ion Beam Lithography: Sources, optics, systems, alignment, e-beam proximity correction, e-beam mask writer, ion beam surface interactions...
- Materials for Micro and Nano Lithography: Resists, molecular resists, thin films, multilayer and inorganic resists, antireflective coatings, surface imaging, conductive films, chemical amplification, wet and dry processing, characterisation, modelling...

### Micro & Nano Fabrication, Nano Engineering

- Nanofabrication with top-down and bottom-up approaches: Novel fabrication methods, self-assembly, directed self-assembly, bottom-up & top-down combination, surface nano engineering, miniaturisation limits, scanning probe techniques, nanoscale modelling...
- Pattern Transfer and Plasma etching: Nanoscale etching, litho-etch interactions, etching for M(N)EMS and bioMEMS, etch damage, lift-off, plating, sputtering, beam etching / deposition, modelling...
- Nanometrology: Inspection, testing, metrology and in-situ process measurements, devices and circuits, nanoscale metrology...
- Nanoelectronic / photonic devices: Nanoelectronics, nanooptics / nanophononics, nanomechanical devices, nanomagnetics, data storage, carbon nanotube devices, molecular devices, characterisation...
- Micro and Nanomanufacturing: Transfer of Nanofabrication and Nanoscience from lab to industry. Manufacturable production of nanostructures, devices, and systems...

### Micro & Nano Fabrication for Life Sciences

- Micro & Nano fluidics, devices for biology, chemistry, medicine: Micro-nano fluidics fabrication and characterisation, micro-biodevices, nanomedicine targeted devices, microarrays, micro-nano devices for chemical analysis, nanobiotechnology applications...
- b. Micro & Nano Systems for biology, chemistry, medicine: BioMEMS, Lab-on-a-chip,  $\mu$ TAS, nanobiotechnology integrated systems...

### Micro & Nano systems and their fabrication, MEMS, NEMS

- Surface and bulk micro machining, 3D structures, stereolithography, new materials, sensors and actuators, M(O)EMS, RF-MEMS/NEMS, electromechanical passive devices, RF mechanical resonators...



## MNE 2010 Programme Overview

Tentative Plan in January 2010, for update please visit: [www.mne2010.org](http://www.mne2010.org)

|       | Sun 19 Sep                     |              | Mon 20 Sep         | Tue 21 Sep          | Wed 22 Sep          | Thu 23 Sep |             |
|-------|--------------------------------|--------------|--------------------|---------------------|---------------------|------------|-------------|
| 8:00  |                                |              | Coffee             | Coffee              | Coffee              |            |             |
|       |                                |              | Welcome            |                     |                     |            |             |
| 9:00  |                                |              | Plenary I          | Plenary II          | Plenary III         |            |             |
| 10:00 | Short Course                   | Short Course | Coffee             | Coffee              | Coffee              | Workshop I | Workshop II |
| 11:00 |                                |              | Oral I (parallel)  | Oral III (parallel) | Oral V (parallel)   |            |             |
| 12:00 |                                |              |                    |                     |                     |            |             |
| 13:00 | Lunch                          |              | Lunch              | Lunch               | Lunch               | Lunch      |             |
| 14:00 |                                |              | Oral II (parallel) | Oral IV (parallel)  | Oral VI (parallel)  |            |             |
| 15:00 | Short Course                   | Short Course | Coffee             | Coffee              | Coffee              | Workshop I | Workshop II |
| 16:00 |                                |              |                    |                     | Oral VII (parallel) |            |             |
| 17:00 | Registration                   | Exhibition   | Poster Session     | Poster Session      | Closing Remarks     |            |             |
| 18:00 |                                |              |                    |                     |                     |            |             |
| 19:00 | Welcome Reception & exhibition |              |                    |                     |                     |            |             |
| 20:00 |                                |              |                    |                     |                     |            |             |
| 21:00 |                                |              |                    | Conference Dinner   |                     |            |             |

MNE2010 Programme Overview. Tentative Plan in January 2010. For update please visit [www.mne2010.org](http://www.mne2010.org)

## Sponsorship Packages

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Companies wishing to participate at the 36th International Micro - Nano Engineering Conference (MNE 2010) can tailor their marketing strategy by purchasing itemized sponsorship items as described in the next paragraphs.

Different levels of sponsorship are available:

| Level of Sponsorship | Cost <sup>1</sup>   | Deadline for confirmation   |
|----------------------|---------------------|-----------------------------|
| Gold Sponsor         | € 6000 <sup>1</sup> | May 31 <sup>st</sup> , 2010 |
| Silver Sponsor       | € 3000 <sup>1</sup> | May 31 <sup>st</sup> , 2010 |
| Itemized Sponsorship | See details         | May 31 <sup>st</sup> , 2010 |
| Advertisement        | See details         | May 31 <sup>st</sup> , 2010 |

All sponsors/exhibitors will receive the customary acknowledgements outlined in this brochure. Additional acknowledgements and benefits are listed throughout this brochure to coincide with the opportunities undertaken and the level of sponsorship achieved. All acknowledgements will be provided upon receipt of payment.

**ITEMIZED SPONSORSHIP AND ADVERTISEMENT WILL BE ASSIGNED ON A FIRST COME, FIRST SERVED BASIS**

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<sup>1</sup> VAT is 20%. VAT is not included in above prices

|   |   |
|---|---|
| <b>GOLD Sponsor</b>   | <b>Total Fee</b><br><b>€ 6000<sup>1</sup></b> |
| <ul style="list-style-type: none"> <li>• Acknowledgement as “Sponsor” in publications related to the conference<sup>2</sup></li> <li>• Acknowledgement on the conference website as “Sponsor”<sup>2</sup></li> <li>• Active link on the conference WEB-site</li> <li>• 2 free full registrations to the Conference</li> <li>• Brochure of company (max 2 A4 double face pages) in conference kit</li> </ul> |   |

|  |   |
|--|---|
| <b>SILVER Sponsor</b>  | <b>Total Fee</b><br><b>€ 3000<sup>1</sup></b> |
| <ul style="list-style-type: none"> <li>• Acknowledgement as “Sponsor” in publications related to the conference<sup>2</sup></li> <li>• Acknowledgement on the conference website as “Sponsor”<sup>2</sup></li> <li>• 1 free full registration to the Conference</li> </ul> |   |

|   |
|---|
| <b>ITEMIZED Sponsorship</b>   |
| <ul style="list-style-type: none"> <li>• Conference bags at cost<sup>1</sup></li> <li>• Lanyards at cost<sup>1</sup></li> <li>• Pens and writing pads at cost<sup>1</sup></li> <li>• Poster awards € 3200<sup>1</sup></li> <li>• Coffee break € 2500 /each<sup>1</sup></li> <li>• Lunch € 5000 /each<sup>1</sup></li> </ul> <p><b>Sponsorship items other than listed above can be considered and will be subject to the written approval of the MNE2010 Organizing Committee.</b></p> <p><b>VAT is not included in above prices.</b></p> |

<sup>1</sup> VAT is 20%. VAT is not included in above prices

<sup>2</sup> Upon receipt of payment

## DETAILS OF ITEMIZED SPONSORSHIP

### Conference bags

Benefits:

- sponsor's logo on the bag
- acknowledgement in the programme guide
- acknowledgement on the conference website

The conference bag will be distributed on site to all duly registered participants. The type of bag shall be agreed with the Organizing Secretariat and shall carry the MNE 2010 official logo.

### Lanyards

Benefits:

- sponsor's logo on the lanyards

### Pens and writing pads

The pens and writing pads will be inserted in the conference bags. The sponsor supplies the required number of pens and writing pads.

Benefits:

- sponsor's logo on pens and writing pads

### Poster awards 3200 EUR

Four posters, one for each of the 4 main conference topics, will be awarded with a prize money:

Benefits:

- Winners will be awarded during the Conference Dinner by a Sponsor's Representative.
- acknowledgement in the programme guide
- acknowledgement on the conference website

### Coffee break

Benefits:

- acknowledgement in the programme guide
- acknowledgement on the conference website
- sponsor's logo on signs in the catering areas

### Lunch

Benefits:

- acknowledgement in the programme guide
- acknowledgement on the conference website
- sponsor's logo on signs in the catering areas
- n.1 full registration to the conference

## ADVERTISEMENT

Companies can reserve advertising space in the MNE 2010 programme guide. The programme guide will be distributed onsite to all attendees in the conference kit.

- Outside back cover 2500 EUR (+ VAT)<sup>1</sup>
- Inside back cover 1500 EUR (+ VAT)<sup>1</sup>
- Inside front cover 1500 EUR (+ VAT)<sup>1</sup>
- Page facing table of contents 2000 EUR (+ VAT)<sup>1</sup>

Companies will be informed in due time about the technical specification and deadlines for the delivery of the advertisement document. In signing the advertising booking form, companies declare their acceptance of conference regulations.

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<sup>1</sup> VAT is 20%

## Exhibition Packages

Companies wishing to exhibit at the 36th International Micro - Nano Engineering Conference (MNE 2010) can tailor their marketing strategy by purchasing items as described in the next paragraphs.

| Exhibition Packages | Cost <sup>1</sup>       | Deadline for confirmation     |
|---------------------|-------------------------|-------------------------------|
| Gold Exhibitor      | € 5500+VAT <sup>1</sup> | March 31 <sup>st</sup> , 2010 |
| Silver Exhibitor    | € 3500+VAT <sup>1</sup> | March 31 <sup>st</sup> , 2010 |
| Double Floor Space  | See details             | March 31 <sup>st</sup> , 2010 |

All exhibitors will receive the customary acknowledgements outlined in this brochure, regardless of their level of investment.

| <b>GOLD Exhibitor</b>  | <b>Total Fee<br/>€ 5500+VAT<sup>1</sup></b> |
|--|---|
| <ul style="list-style-type: none"> <li>• Acknowledgement as “Exhibitor” in publications related to the conference<sup>2</sup></li> <li>• Acknowledgement on the conference website as “Exhibitor”<sup>2</sup></li> <li>• 6 sqm (3x2 m) free exhibition space (including shell scheme) located at the exhibition area and nearby the Cafeteria Area (<b>max visibility</b>)</li> <li>• 2 free full registration to the conference</li> <li>• double space (12 sqm): adds on 1000 € (total cost of a Double Gold Exhibition Floor Space: 6500 € +VAT<sup>1</sup>)</li> </ul> |   |

| <b>SILVER Exhibitor</b>  | <b>Total Fee<br/>€ 3500+VAT<sup>1</sup></b> |
|--|---|
| <ul style="list-style-type: none"> <li>• Acknowledgement as “Exhibitor” in publications related to the conference<sup>2</sup></li> <li>• Acknowledgement on the conference website as “Exhibitor”<sup>2</sup></li> <li>• 6 sqm (3x2 m) free exhibition space (including shell scheme). Located at the exhibition area.</li> <li>• 1 free full registration to the conference</li> <li>• double space (12 sqm): adds on 2000 € (total cost of Double Silver Exhibition Floor Space: 5500 € +VAT<sup>1</sup>)</li> </ul> |   |

**EXHIBITION BOOTHS WILL BE ASSIGNED ON A FIRST COME, FIRST SERVED BASIS**

<sup>1</sup> VAT is 20%

<sup>2</sup> Upon receipt of payment

## **COMMERCIAL EXHIBITION INFORMATION**

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The exhibition will be located at the **Magazzini del Cotone** Congress Centre ([www.cotonecongressi.it](http://www.cotonecongressi.it)). The conference programme will be structured to maximise the opportunity for delegates to visit the commercial exhibition.

### **Build-up and dismantling**

Set-up is tentatively scheduled on:

- Sunday September 19<sup>th</sup> 10:00-16:00

Dismantling is scheduled on:

- Wednesday September 22<sup>th</sup> 16:00-18:00

### **Opening hours**

- Sunday September 19<sup>th</sup> 17:00-20:30
- Monday September 20<sup>th</sup> 08:00-17:30
- Tuesday September 21<sup>st</sup> 08:00-17:30
- Wednesday September 22<sup>nd</sup> 08:00-16.00

### **Please notice:**

- **SPACE WILL BE RENT ON A FIRST COME, FIRST SERVED BASIS**
- The exhibitor will be entitled to one or two exhibitor registration badge, depending on their choice (see details of exhibition packages) equivalent to full Conference registrations.

Exhibitor's badge includes:

- Access to the exhibition area
- Welcome Reception
- Coffee and Lunch breaks
- Conference Dinner
- Programme guide and CD-ROM of programme and abstracts

### **Exhibition infrastructure:**

The offered standard shell scheme booth is composed of:

- white wall partitions with aluminium frames (2,5m height);
- white fascia board;
- n.1 power socket (~ 500W) for standard booths, n.2 power sockets (~ 800W) for double booths;
- n.2 spotlights for standard booths, n.4 spotlights for double booths;
- n.1 table (80cmx120cm) & n.2 chairs for standard booths, n.2 tables (80cmx120cm) & n.4 chairs for double booths
- n.1 trash can

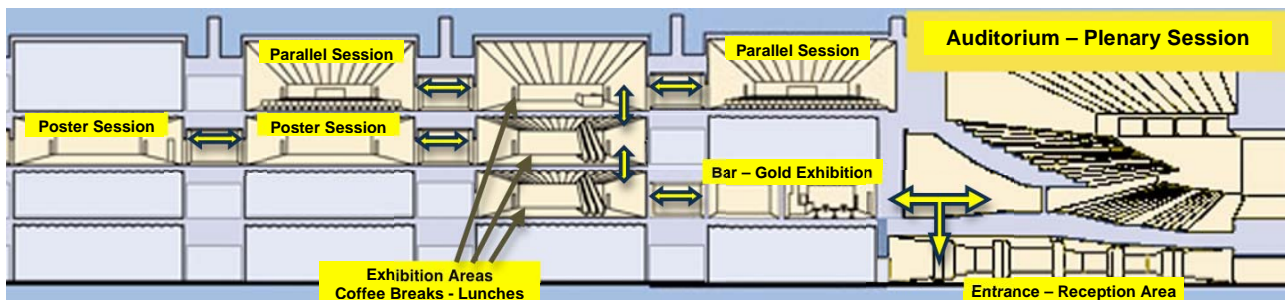
## EXHIBITION LAYOUT MNE2010

The **Magazzini del Cotone** Congress Centre ([www.cotonecongressi.it](http://www.cotonecongressi.it)) is structured to host the MNE2010 conference on three different floors. The presence of MNE attendees among exhibition booths is granted by the communication path between conference rooms: auditorium at 1<sup>st</sup> floor and parallel session rooms on 3<sup>rd</sup> floor (see sectional view). Moreover, coffee breaks, lunches and WiFi internet will be only available in the exhibition areas in order to increase the presence of MNE attendees around exhibition booths.

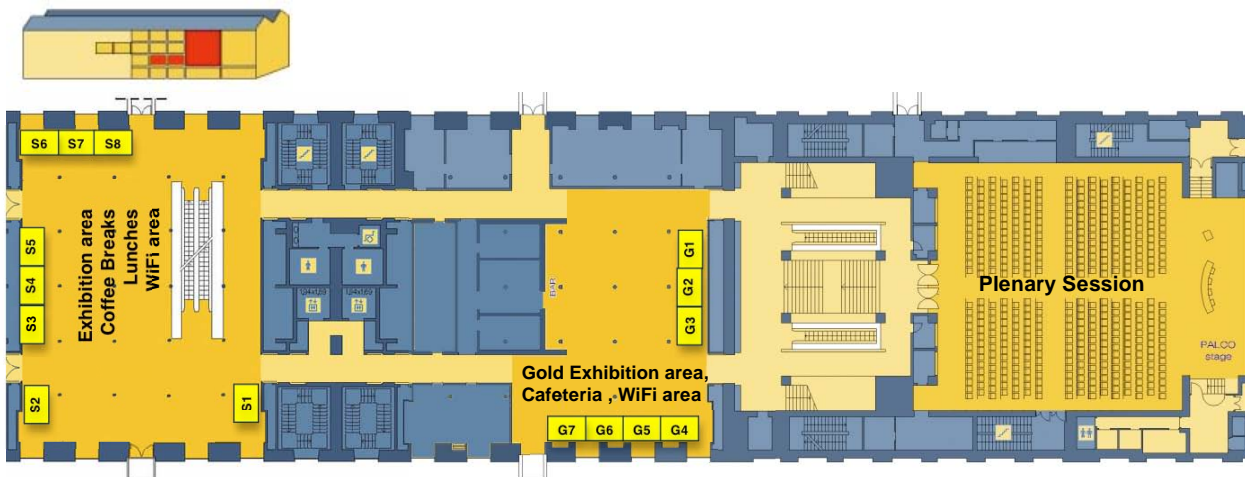
Gold Exhibition booths are located on the first floor in the bar/cafeteria area, a privileged and limited area where the visibility of the booth is maximized.

A tentative layout is provided hereafter. **Gold booths** are labeled from **G1** to **G7**, whereas **Silver booths** are labeled from **S1** to **S24**.

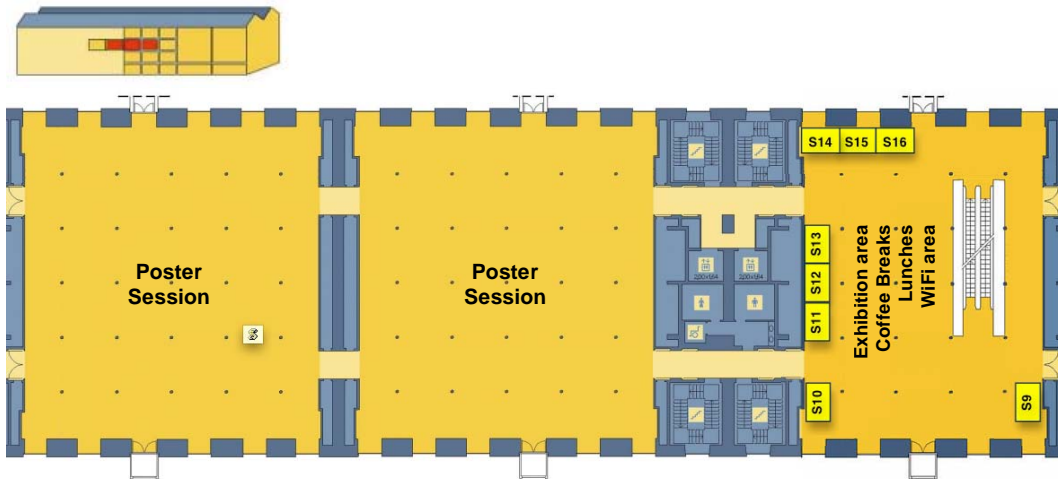
### Sectional view of the Congress Centre



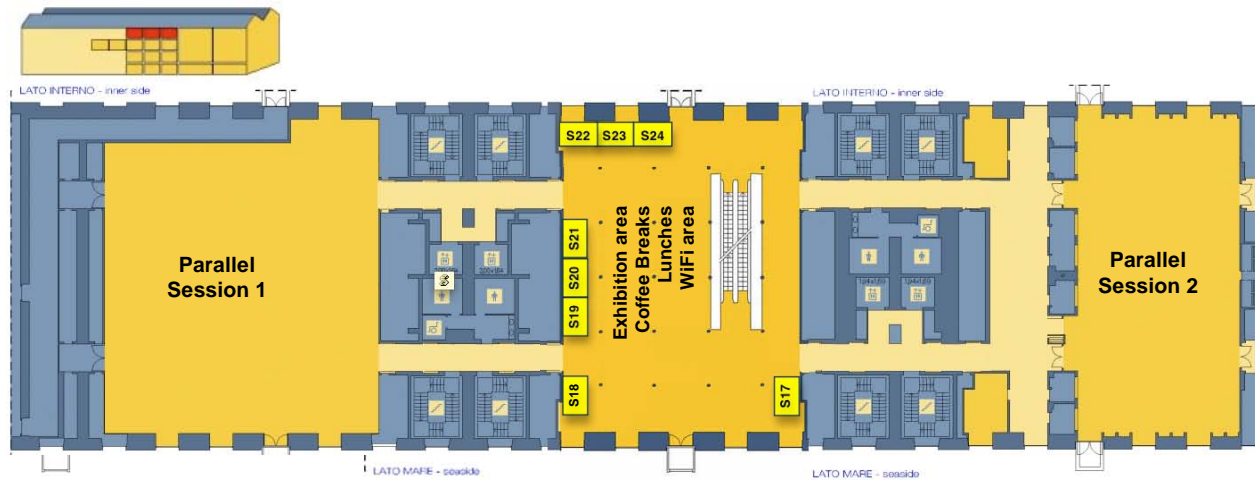
### 1<sup>st</sup> Floor



### 2<sup>nd</sup> Floor



### 3<sup>rd</sup> Floor



## PAYMENT INFORMATION

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### General Information

- All above rates are in Euro.
- According to the Italian Tax Policy, the Value Added Tax (VAT) is 20% and **it is not included** in the reported rates.

### Payment Deadlines

- Upon receipt of the signed application form and acceptance of terms and regulations a invoice will be sent by the MNE2010 Organizing Committee. Payment is due 30 days from invoice date.

### Payment Methods

For **Exhibition and Sponsorships** payment should be sent to **COMITATO MNE2010 by Bank remittance** only to the order of COMITATO MNE2010 **by mentioning the Sponsor's/Exhibitor's name and MNE 2010 Conference**

**No credit card payment can be accepted for Sponsorship and Exhibition fees.**

### Bank Account Details

**Account Holder: Comitato MNE2010**  
**Account N°: 000000000035**  
**Banca Nazionale del Lavoro (BNL)**  
**AGENZIA di SESTO SAN GIOVANNI (MI - Italy)**  
**IBAN: IT84S0100520700000000000035**  
**SWIFT/BIC: BNLIITRR**

### REGISTRATION DEADLINE FOR DELEGATES

- Early registration 09 August 2010
- Online registration 12 September 2010

Please register at: <http://www.mne2010.org>

### ACCOMMODATION

A number of rooms has been blocked in various hotels in Genoa from September 18<sup>th</sup> to September 24<sup>th</sup> 2010. Please note that the MNE 2010 Organising Secretariat is not handling any accommodation arrangements: all reservations need to be made directly with the hotels through the official booking forms, available on <http://www.mne2010.org>. Deadlines for reservation, as well as cancellation conditions, are indicated on each single hotel booking form. Reservations made after deadlines are subject to availability. Since the number of available hotel rooms is limited, we recommend you to book your hotel accommodation as soon as possible.

## SPONSORSHIP APPLICATION FORM

Please complete and sign the booking form and the Terms and Regulation Contract and return it the MNE 2010 Secretariat both by FAX and by email:

MNE2010 - Secretariat  
 Phone: +39 010/6598773  
 Fax: +39 010/6598777  
 Email: [exhibitor-sponsor@mne2010.org](mailto:exhibitor-sponsor@mne2010.org)

| SPONSOR-Booking Form   |  |       |
|--|--|-------|
| Company Name:  |  |       |
| TAX Registration Number:   |  |       |
| Contact Person:  |  |       |
| Full address:  |  |       |
| Telephone:   |  |       |
| Fax:   |  |       |
| Mobile:  |  |       |
| E-mail:  |  |       |
| ITEM   | Please tick as many as apply   | Notes |
| Gold Sponsor   | € 6000 <sup>1</sup> <input type="checkbox"/>                               |       |
| Silver Sponsor   | € 3000 <sup>1</sup> <input type="checkbox"/>                               |       |
| Itemized Sponsor<br>(please specify)   | Conference bags at cost <sup>1</sup> <input type="checkbox"/>              |       |
|  | Lanyards at cost <sup>1</sup> <input type="checkbox"/>                     |       |
|  | Pens and writing pads at cost <sup>1</sup> <input type="checkbox"/>        |       |
|  | Poster awards € 3200 <sup>1</sup> <input type="checkbox"/>                 |       |
|  | Coffee break € 2500 /each <sup>1</sup> <input type="checkbox"/>            |       |
| Advertisement<br>(please specify)  | Lunch € 5000 /each <sup>1</sup> <input type="checkbox"/>                   |       |
|  | Outside back cover € 2500 <sup>1</sup> <input type="checkbox"/>            |       |
|  | Inside back cover € 1500 <sup>1</sup> <input type="checkbox"/>             |       |
|  | Inside front cover € 1500 <sup>1</sup> <input type="checkbox"/>            |       |
|  | Page facing table of contents € 2000 <sup>1</sup> <input type="checkbox"/> |       |
| The principle of "first come, first served" applies to all services<br>VAT is 20% and it is NOT included in above prices |  |       |

We agree to pay the total amount of the sponsorship price by 30 days after date of invoice. Sponsor's signature below indicate that Sponsor has read, understands, and agrees to be bound by all the terms and conditions of this form (including the Terms and Conditions Contract, which is part of this Agreement). Sponsor has raised and obtained satisfactory answers to any questions about the clarity, legibility, or readability of this form (including Terms and Conditions). **This form and the Terms and Conditions Contract must be signed and returned to the MNE2010 Organizers for application to be processed** <sup>2</sup>

Name (in capital letters): \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

<sup>1</sup> VAT is 20%. The above amounts do not include VAT.

<sup>2</sup> This application is legally binding on the company pending its acceptance in writing by the organiser.

## EXHIBITION APPLICATION FORM

Please complete and sign the booking form and the Terms and Regulation Contract and return it the MNE 2010 Secretariat both by FAX and by email:

MNE2010 - Secretariat  
 Phone: +39 010/6598773  
 Fax: +39 010/6598777  
 Email: [exhibitor-sponsor@mne2010.org](mailto:exhibitor-sponsor@mne2010.org)

| Exhibition-Booking Form  |                              |                          |
|--|------------------------------|--------------------------|
| Company Name:  |                              |                          |
| TAX Registration Number:   |                              |                          |
| Contact Person:  |                              |                          |
| Full address:  |                              |                          |
| Telephone:   |                              |                          |
| Fax:   |                              |                          |
| Mobile:  |                              |                          |
| E-mail:  |                              |                          |
| ITEM   | Please tick as many as apply | Preferred Space          |
| Single Floor Space<br>Gold Exhibition  | € 5500 <sup>1</sup>          | <input type="checkbox"/> |
| Double Floor Space<br>Gold Exhibition  | € 6500 <sup>1</sup>          | <input type="checkbox"/> |
| Single Floor Space<br>Silver Exhibition  | € 3500 <sup>1</sup>          | <input type="checkbox"/> |
| Double Floor Space<br>Silver Exhibition  | € 5500 <sup>1</sup>          | <input type="checkbox"/> |
| The principle of "first come, first served" applies to all services<br>VAT is 20% and it is NOT included in above prices |                              |                          |

We agree to pay the total amount of the exhibition price by 30 days after date of invoice.  
 Exhibitor's signature below indicate that Exhibitor has read, understands, and agrees to be bound by all the terms and conditions of this form (including the Terms and Conditions Contract, which is part of this Agreement). Exhibitor has raised and obtained satisfactory answers to any questions about the clarity, legibility, or readability of this form (including Terms and Conditions). **This form and the Terms and Conditions Contract must be signed and returned to the MNE2010 Organizers for application to be processed** <sup>2</sup>

Name (in capital letters): \_\_\_\_\_

Date \_\_\_\_\_ Signature \_\_\_\_\_

<sup>1</sup> VAT is 20%. The above amounts do not include VAT.

<sup>2</sup> This application is legally binding on the company pending its acceptance in writing by the organiser.

## TERMS AND CONDITIONS

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### 1. GENERAL

- 1.1. DEFINITIONS — In the following regulations and conditions the term 'exhibitor' describes any company or organization that has made a successful application for space allocation in the technical exhibition, or any agent or representative acting on behalf of the exhibitor. The term 'sponsor' describes any company or organization that has made a successful application for the MNE 2010 Sponsor package, additional sponsorship items or advertising space. The term 'organizer' relates to "COMITATO MNE 2010", the organizing committee of the conference.
- 1.2. ORGANISERS' RIGHT TO AMEND — In its sole discretion the organizer may amend or modify these regulations by posting notice of the amendment(s) or modification(s) on the conference website before the latter shall become effective.
- 1.3. ANY ASPECT THAT IS NOT COVERED BY THESE REGULATIONS IS SUBJECT TO APPROVAL BY THE ORGANIZER.
- 1.4. EACH COMPANY IS RESPONSIBLE FOR COMMUNICATING THESE REGULATIONS TO ITS STAFF AND ITS APPOINTED AGENCIES

### 2. SPONSORSHIP PACKAGES

- 2.1. APPLICATION FOR SPONSORSHIP PACKAGE — Confirmation of request for reservation of a sponsorship package is only valid when made in writing by the sponsor to the organizer, by returning a completed and signed *Sponsorship Package Application Form* and *Terms and Conditions* (published in this brochure). Once the signed application for the sponsorship package has been accepted by the organizer, it becomes legally binding for the sponsor. Applications for a sponsorship package should be made by May 31<sup>st</sup> 2010.
- 2.2. CONFIRMATION OF SPONSORSHIP PACKAGE — Sponsorship package assignments will be made in the order in which application forms are received (first-come, first-served). The organizer reserves the right to refuse any application that does not comply with the conditions appearing in these regulations. Upon receipt of the signed application form and acceptance of the company or organization as sponsor, the sponsorship package will be confirmed by the organizer in writing.
- 2.3. TERMS OF PAYMENT — Upon reservation an invoice for the total due amount shall be sent. Payment is due by 30 days from invoice date.
- 2.4. CANCELLATION SPONSORSHIP PACKAGES — The sponsor/company cancelling his application for a sponsorship package after the official application has been accepted by the Organising Secretariat, will be liable to pay the following fees. If the package can not be reallocated to another company:
  - 50% of the total rate, if the cancellation is received in writing before June 1<sup>st</sup> 2010;
  - 100% of the total rate, if the cancellation is received in writing after June 1<sup>st</sup> 2010;Any refunds will be made after the conference but not later than December 31<sup>st</sup> 2010. The sponsor will not be entitled to any interest that the organiser may have derived from payments made by the sponsor. All bank charges, including sender's and receiver's charges, resulting from a refund related to cancellation of sponsorship package will be at the charge of the sponsor.

### 3. EXHIBITION

- 3.1. APPLICATION FOR EXHIBITION SPACE — Confirmation of request for reservation of exhibition space is only valid when made in writing by the exhibitor to the organizer by returning a completed and signed *Sponsorship Package Application Form* and *Terms and*

*Conditions* (published in this brochure). Once the signed application for exhibition space has been accepted by the organizer, it becomes legally binding for the exhibitor.

- 3.2. **CONFIRMATION OF SPACE ALLOCATION** — Space assignments will be made in the order in which application forms are received (first-come, first-served). The organizer reserves the right to refuse any application that does not comply with the conditions appearing in these regulations. Upon receipt of the signed application form and acceptance of the company or organization as exhibitor, exhibition space will be confirmed by the organizer in writing.
- 3.3. **RENTAL RATES** — Rental rates apply to exhibition floor space and do include the rental of a shell scheme.
- 3.4. **TERMS OF PAYMENT** — Upon reservation an invoice representing the total amount will be sent by the organizer. Payment is due by 30 days from invoice date. If rental charges are not paid by the prescribed time, exhibition space will be released and any loss incurred by the organizer by such non-payment shall be made good by the defaulting exhibitor.
- 3.5. **CANCELLATION OR REDUCTION OF EXHIBITION SPACE** — The exhibitor cancelling or reducing his reservation of exhibition space after the official application has been accepted by the organizer, will be liable to pay the following fees. If the space can not be reallocated to another company:
  - 50% of the total rental rate, if the cancellation or reduction request is received in writing before May 1<sup>st</sup> 2010;
  - 100% of the total rental rate, if the cancellation or reduction request is received in writing after May 1<sup>st</sup> 2010.If the space can be reallocated to another company, the exhibitor will receive a full refund of deposits paid, less administrative fees of 10% of the total rental rate, with a minimum of 100 EUR.

Any refunds of deposits paid will be made after the conference but not later than December 31<sup>st</sup> 2010. The exhibitor will not be entitled to any interest that the organizer may have derived from deposits made by the exhibitor. All bank charges, including sender's and receiver's charges, resulting from a refund related to cancellation or reduction of exhibition space will be at the charge of the exhibitor.
- 3.6. **POSTPONEMENT OR ABANDONMENT** — The organizer reserves the right to postpone the conference including the technical exhibition, or to transfer it to another site, if unforeseen circumstances warrant such action. Should any contingency prevent the holding of the exhibition, the organizer will not be held liable for expenses incurred other than the cost of rental of exhibition space.
- 3.7. **BANKRUPTCY OR LIQUIDATION** — In case the exhibitor becomes bankrupt or enters into liquidation other than for the purpose of reconstruction or merger, or has a receiver appointed, the organizer shall be at liberty to terminate immediately the contract with the exhibitor, to cancel the allocation of exhibition space to the exhibitor and to forfeit all sums paid by the exhibitor.
- 3.8. **SECURITY AND INSURANCE** — Neither the organizer nor its contractors shall be responsible for the safety of any exhibit or other property of the exhibitor or of any person. Neither the organizer nor its contractors shall be responsible for the loss, damage or destruction by any cause of the exhibits or other property, or for loss, damage or injury sustained by any exhibits or any other persons. The exhibitor shall indemnify the organizer or its contractors to third persons, as a result of any act or omission of the exhibitor, his staff, agent or personnel hired on a temporary basis to staff the exhibition stand. As the organizer and its contractors will accept no responsibility for any of the foregoing matters, the exhibitor should effect his own insurance against any risk of loss, damage, injury or liability. The exhibitor agrees not to pursue the organizer for any previously listed risks.

- 3.9. **ADVERTISING** — All printed matter or advertisements of any kind, including information on display or intended for distribution in the exhibition area or on the premises of the conference centre is strictly limited to the exhibitor's stand or the space hired by the exhibitor. Failure to observe this procedure, in particular regarding distribution of promotional documents in the vicinity of entrances or exists or without the written permission of the organizer, shall render the exhibitor liable to an advertising fee of up to 25% of the total exhibition space cost.
- 3.10. **DISPOSAL OF WASTE** — It is the responsibility of the exhibitor to ensure that all debris and waste material including boxes for packaging arising from his stand construction and stand dismantling are completely removed from the exhibition area prior to the opening of the exhibition and at the end of the conference. Failure to comply with this procedure shall render the exhibitor liable for the cost of clearance by the organizer or its contractor.
- 3.11. **SPECIAL HAZARDS** — Any exhibit which may be regarded as constituting a special risk or hazard must be notified to the organiser as soon as possible and not later than July 1<sup>st</sup> 2010. The exhibitor must at his own expense comply with any conditions or safety precautions the organiser, venue licensor or local authorities may impose.
- 3.12. **HEALTH AND SAFETY AT WORK** — It is the responsibility of the exhibitor to ensure that his employees, exhibition staff and temporary staff comply with the latest legislation regarding health and safety at work. The organiser bears no responsibility for non-compliance to this rule by the exhibitor.
- 3.13. **DISMANTLING** — The exhibitor must vacate his exhibition space within the time specified by the organiser for exhibition dismantling. The exhibitor failing to do so will be liable for additional rental costs of up to 25% of the total exhibition space cost.
- 3.14. **NATIONAL AND INTERNATIONAL REGULATIONS** — The exhibitor must comply to all national and international rules and regulations related to advertising and promotion of all products and services as part of the booth. The organiser bears no responsibility for non-compliance of this rule by the exhibitor.
- 3.15. **PHOTOGRAPHS** — Photographing, sketching or otherwise reproducing articles exhibited, without the authorization of the exhibitor, is prohibited. However, organisers cannot accept any liability in this matter. It is up to individual exhibitors to enforce the ban on their own stands. Nevertheless, exhibitors cannot object to general views of the exhibition being photographed with the permission of the organisers, nor to the sale or publication of such views.

#### **4. ITEMIZED SPONSORSHIP**

- 4.1. **SPONSORSHIP ITEMS** — Confirmation of request for reservation of sponsorship items is only valid when made in writing by the company to the organiser, by returning a completed and signed *Sponsorship booking form* and *Terms and Conditions*. Once the signed booking form for sponsorship items has been accepted by the organiser, it becomes legally binding for the company. The total sponsorship rate is payable by the company upon booking and shall be paid by 30 days of the date of the invoice.
- 4.2. **CANCELLATION OF SPONSORSHIP ITEMS** — after their official booking has been accepted by the organizer.  
If the sponsorship item can be resold to another company, the company will receive a full refund, less administrative fees of 10% of the total sponsorship rate. If not resold, the company will be liable to pay the following fees:
- 50% of the total sponsorship rate, if the cancellation request is received in writing before June 1<sup>st</sup> 2010;
  - 100% of the total sponsorship rate, if the cancellation request is received in writing after June 1<sup>st</sup> 2010.
- Any refunds of deposits paid will be made after the conference but not later than December 31<sup>st</sup> 2010. The company will not be entitled to any interest that the organiser may have

derived from payments made by the company. All bank charges, including sender's and receiver's charges, resulting from a refund related to cancellation of sponsorship items will be at the charge of the company.

## 5. ADVERTISING SPACE

5.1. ADVERTISING SPACE — Confirmation of request for reservation of advertising space is only valid when made in writing by the company to the organiser, by returning a completed and signed *Sponsorship booking form* and *Terms and Conditions*. Once the signed booking form for advertising space has been accepted by the organiser, it becomes legally binding for the company. The total sponsorship rate is payable by the company upon booking and shall be paid by 30 days from invoice date.

5.2. CANCELLATION OF ADVERTISING SPACE — after their official booking has been accepted by the conference secretariat. If the advertising space can be resold to another company, the company will receive a full refund, less administrative fees of 10% of the total sponsorship rate.

If not resold, the company will be liable to pay the following fees:  
- 50% of the total advertising rate, if the cancellation request is received in writing before June 1<sup>st</sup> 2010;  
- 100% of the total advertising rate, if the cancellation request is received in writing after June 1<sup>st</sup> 2010.

Any refunds of deposits paid will be made after the conference but not later than December 31<sup>st</sup> 2010. The company will not be entitled to any interest that the organiser may have derived from payments made by the company. All bank charges, including sender's and receiver's charges, resulting from a refund related to cancellation of sponsorship items will be at the charge of the company.

## 6. APPLICABLE LAW

The present Agreement shall be governed by and construed in accordance with the Italian Law.

## 7. JURISDICTION

Any litigation under this agreement shall be resolved in the trial courts of **Genoa, Italy**.

## 8. FORCE MAJEURE

MNE 2010 Committee shall not be liable for failure to perform its obligations under the Agreement as a result of strikes, riots, terrorist acts, acts of God, or any other cause beyond its control.

MNE 2010 Committee shall have the right to suspend performance of his contractual obligations when such performance becomes impossible because of unforeseeable events beyond his control, such as strikes, boycotts, lock-outs, fires, war, civil war, riots, revolutions, requisitions, embargo, energy black-outs, delay in delivery of components or raw materials

## 9. CONSENT FOR PROCESS AND / OR RELEASE OF INFORMATION

Either party authorizes the other to process his personal details into data system, according to art.7 D.Lgs. 30/06/2003 n.196.

Either party authorizes the other to release information or records about the other party to another person or organization, if it is necessary for the execution of the contract.

Either party knows the right to cancel, modify or revoke this authorization at any time.

**Sponsor's and/or exhibitor signature below signifies that Sponsor and/or exhibitor has read, understands, and agrees to be bound by all the terms and conditions of this form (including the TERMS AND CONDITIONS, which constitute part of this Agreement). Sponsor and/or exhibitor has raised and obtained satisfactory answers to any questions about the clarity, legibility, or readability of this form (including TERMS AND CONDITIONS).**

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Also by signing below, Sponsor and /or exhibitor specifically approves in writing, according to art. 1341 Italian Civil Code, conditions n. 1.2 (Organisers right to amend), 2.2 (Confirmation of sponsorship package), 2.3 (Terms of payment), 2.4 (Cancellation sponsorship packages), 3.2 (Confirmation of space allocation), 3.4 (Terms of payment), 3.5 (cancellation or reduction of exhibition space), 3.6 (postponement or abandonment), 3.7 (bankruptcy or liquidation), 3.8 (security and insurance), 3.11 (Special Hazards), 3.12 (Health and safety at work), 3.14 (national and international regulation), 4.2 (cancellation of sponsorship items), 5.2 (cancellation of advertising space), 6 (applicable law), 7 (jurisdiction), 8 (force majeure).**

Signature \_\_\_\_\_ Date \_\_\_\_\_