**SPONSORSHIP APPLICATION FORM**

Company Name:

Vat:

Legal Representative:

Address:

Zip Code:       City:       Nationality:

Telephone:

E-mail:

**TYPE OF SPONSORSHIP** *(Please see Attachment A)*

**[ ]  PLATINUM SPONSOR (€ 8.000)\***

**[ ]  GOLDEN SPONSOR (€ 4.000)\*****[ ]  SILVER SPONSOR (€2.000)\***

**\*** *Please note that all the amounts listed are excluding Vat. Correct taxes will be applied in the invoice, according to the agreements with the Company Country.*

**PAYMENT POLICY\***

* **40% down payment at the acceptance of the application form**
* **Final balance before October 31st**

**PAYMENT METHOD\* *(Please annex proof of payment for Bank Transfer)***

[ ]  Bank transfer to:

EurOK - European Academy of Orthokeratology

Bank: BANCA SELLA S.p.a. – Via San Marco, 11/C – 35129 PADOVA (PD) – ITALY

IBAN: IT 35 H 03268 12100 052449966560 Swift Code: SELBIT2BXXX

[ ]  Credit Card:

[ ] Visa [ ] Mastercard

Credit Card Number:

Exp. Date:

CVV/CVC Card Verification Code:

Print Name on Credit Card:

**FOR ACCEPTANCE:**

By submmitting payment and/or completing this form the company represenative declares to have read and agree to the rules and regulations of the General Information and Exhibitor License as listed in the Attachment B.

By submitting payment and/or completing this form it is agreed that all rules and regulations listed in the Attachment A and Attachment B of this sponsorship will be adhered to by the exhibiting company.

**Date:** **Stamp & Signature \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

***Please send the signed form by e-mail to*** ***info@orthokeratology.eu*** ***or by fax to +39 0418872145***

**ATTACHMENT - A –**

**PLATINUM SPONSORS - € 8.000\***

* Stand’s Place
* 3 booth attendees
* Possibility to place a Rollup or a Self-standing Banner (max width 100cm) in the conference room (if provided by the Sponsors)
* Space in the conference book: a page Company Info
* Logo as a Platinum sponsor in the Social Networks
* Logo as a Platinum sponsor in EurOK website’s meeting page
* Possibility to include information about Company’s materials/product in the meeting folder
* 10 free vouchers to attend the meeting
* Seminar on Friday Afternoon (free entrance): 45’-50’
* Company Presentation (15 mins) on Sunday Morning.

**GOLDEN SPONSORS - €4.000\***

* Stand’s Place
* 2 booth attendees
* Possibility to place a Rollup or a Self-standing Banner (max width 100cm) in the conference room (if provided by the Sponsors)
* Space in the conference book: half a page
* Logo as a Golden sponsor in EurOK website’s meeting page
* Possibility to include information about Company’s materials/product in the meeting folder
* 5 free vouchers to attend the meeting
* Company Presentation (15 mins) on Saturday Morning.

**SILVER SPONSORS - € 2.000\***

* Stand’s Place
* 2 both attendees
* Logo in the conference book
* Logo as a Silver sponsor in EurOK website’s meeting page
* Possibility to include information about Company’s materials/product in the meeting folder
* 3 free vouchers to attend the meeting

**\* *Please note that all the amounts listed are excluding Vat. Correct taxes will be applied in the invoice, according to the agreements with the Company Country.***

**ATTACHMENT - B –**

**GENERAL INFORMATION**

The European Academy of Orthokeratology (EurOK) reserves the right to determine what is acceptable publicity and advertising, and also reserves the right to restrict at any time any display or activity it deems inappropriate or undesirable. In the event of such restriction, the EurOK will assume no liability for any expenses incurred by the affected company. The restrictions outlined here also apply to advertisements in other media which refer to EurOK Meetings

All product/service demonstrations, interviews, instructional activities and distribution of promotional literature within the meeting venue must be confined to the limits of the assigned exhibit space.

VeniceOK is a professional, scientific, educational meeting; please keep this in mind when planning a contest, drawing, raffle, etc. EurOK must approve all contests, lotteries, raffles and games of chance.

**RESERVING HOTEL ROOMS**

You can find Venue Informations and Hotel Reservation Tools by the link below:

<http://www.eurok.eu/venue-veniceok>

**USE OF SCIENTIFIC PROGRAM CONTENT**

VeniceOK meeting is not a public event. Programs presented at the meeting are for the education of attendees as authorized by EurOK. Any use of the program content (oral presentations, audiovisual materials used by speakers) without written consent of EurOK is prohibited. This policy applies before, during and after the meeting.

**EXHIBITOR FUNCTIONS/HOTEL SPACE REQUEST**

EurOK has strict policies that limit the unofficial activities throughout the week of the event. These unofficial activities include social events, meetings, focus groups and industry-supported symposia that are not planned or sponsored by EurOK. Unofficial activities cannot be held during the official meeting hours, or during an official VeniceOK event such as a breakfast, lunch or dinner. This also includes VeniceOK receptions. Exhibitors are not permitted to book event space through the hotel.

**STAFFING**

Exhibits must be staffed at all times during exhibit hall hours.

**FLOOR RECONFIGURATION**

EurOK reserves the right to reconfigure the exhibit hall floor plan. EurOK also reserves the right to relocate any exhibit at any time. EurOK has the right to limit the number of exhibitors of similar products or services in order to ensure quality and a broad spectrum of products in limited space.

**EXHIBITOR LICENSE AGREEMENT**

Limitation of liability, exhibitor agrees to indemnify and hold harmless management and the Sponsors,Owner, exhibition hall facility, and the city in which this Exhibition is being held, and each of their respective officers, agents and employees, against all claims, losses, suits, damages, judgments, expenses, cost( including, without limitations, reasonable legal fees) and charges of every kind arising out of or resulting from its execution of this license or its occupancy of the space herein contracted for by reason of personal injuries, death, property damages or any other sustained by any persons or others. Management shall not be responsible for loss or damage to displays or goods belonging to Exhibitor, whether resulting from fire, storms, acts of God, air conditioning or heating failure, theft, pilferage, mysterious disappearance, bomb threats or other causes.

All such items brought to the Exhibition are displayed at Exhibitor’s own risk, and should be safeguarded at all times. Exhibitor agrees that Management shall not be liable in the event of any errors of omissions in any promotional material. Management makes no representation or warranties with respect to the number of Exhibition attendees or the demographic nature of the attendees.

*Note: Exhibitors are to carry insurance to cover exhibit materials against damage and loss and public liability insurance against injury to the person and property of others. By executing the Sponsorship & Exhibit Booth Contract, Exhibitor warrants that there is in effect said insurance policy covering the exhibitor, with coverage remaining current through Exhibitor’s occupancy of EurOK and host location.*

**DAMAGE/LOSS OF PROPERTY**

Exhibitor is liable for any damage caused to building floors, walls or columns, or standard booth equipment, or to other exhibitors’ property. Exhibitor may not apply paint, lacquer, adhesives, or other coating to building columns and floors or to standard booth equipment.

**DECORATION**

Management shall have the full discretion and authority in the placement, arrangement, and appearance of all items displayed by Exhibitor, and may require the replacing, rearrangement, or redecorating of any item or of any booth, and no liability shall attach to management for costs that Exhibitor may incur thereby.

**OBSTRUCTION OF STEPS OR AISLES**

Any demonstration or activity that results in obstruction of steps and aisles or prevents ready access to

nearby exhibitors’ booth shall be suspended for any periods specified by Management. Equipment

provided by the hotel must remain intact. If you have any needs you can ask the Management to help you.

**AMENDMENT TO RULES**

Any matters not specifically covered by the preceding rules shall be subject solely to the decision of Management. The Management shall have full power in the matter of interpretation, amendment and enforcement of all said rules and regulations.

**PAYMENT POLICY**

If the payment policy will not be respected the management can decide to ban the Company from EurOk Events

**PRIVACY**

The personal data acquired by filling this application form is collected for purposes connected to execution of the congress and will be processed using both electronic and non-electronic tools. The data collected will be processed only by appointed personnel (marketing, administration and secretariat employees). The data may be communicated to professionals, hotels, affiliated professional bodies. Providing data (such as name, surname, address, profession, fiscal code, VAT number, place and date of birth, telephone and e-mail) is compulsory in order to register for the EurOK Meeting, to issue standard invoices and to complete payment process. The communication data (e-mail address and fax number) may also be used to inform you of our future events providing.

The data controller is “European Academy of Orthokeratology - EurOK” with head offices at Via Repetti 20, 30174, Venezia Mestre-Italy. We would like to remind you that your rights are recognised by article 7 of Legislative Decree nr. 196 dated 30th June 2003, in particular the right to access your personal data, request its modification, updating and cancellation if incomplete, incorrect or collected in breach of the law, as well as, object to its processing for legitimate reasons, by addressing your requests to the data controller at the following address: info@orthokeratology.eu

CONTACT INFORMATION

Serena Lazzeretti

EurOK Event Manager

E- Mail eurok@orthokeratology.eu