



# 2006 ISPE European Table Top Registration Form

## EUROPEAN TABLE TOP RESTRICTIONS

1. Only one exhibiting company per table will be authorized. Each individual company must have a separate table. Subletting of space will not be allowed.
2. Exhibits must be staffed at all times during exhibit hours. Exhibits may be staffed by a maximum of two representatives at a time from each company. Exhibitors may not take down displays before closing hours.
3. Exhibits should be as simple as possible and must conform to the following:
  - The entire exhibit must be confined to the top of the table only (nothing will be allowed to hang off, be located underneath, in front or along side of the table).
  - The **maximum height** including lights, signs, etc., of any display shall be **150 cm** from the top of the table.
  - The **maximum width** of any display shall be **200 cm**. Displays must not overhang the top of the table.
  - Only static displays are acceptable. No operating machinery (unless it can fit on the top of the table and is unobtrusive) of any type will be allowed (excluding computer terminals and video monitors).
4. ISPE reserves the right to restrict table top exhibits which are objectionable because of size, noise, glaring or flashing lights, method of operation, or any other reason and, therefore, to prohibit or evict any exhibitor who, in the opinion of ISPE, may detract from the overall good of the exhibit. This reservation includes person, conduct, printed matter or anything ISPE judges to be objectionable.
5. **Any failure to comply with the above restrictions shall result in exclusion from participation in future ISPE table top events.**

**Our company and its representatives agree to abide by the ISPE table top restrictions.**

Authorized Company Signature \_\_\_\_\_

Name Printed \_\_\_\_\_

THIS FORM WILL NOT BE ACCEPTED WITHOUT AN AUTHORIZED SIGNATURE.

## EUROPEAN TABLE TOP REGISTRATION FORM

Please indicate at which event(s) you would like to exhibit, and return this completed form with payment to Isabella Vanpeteghem in the ISPE European Office. Returning this form does not guarantee a table.

<input type="checkbox"/> <b>Copenhagen Conferences Exhibit #1</b>	24-25 April 2006	€1350	
<input type="checkbox"/> <b>Copenhagen Conferences Exhibit #2</b>	26-27 April 2006	€1350	+25% VAT
<input type="checkbox"/> <b>Copenhagen Conferences Exhibit #3</b>	24-27 April 2006	€2400	
<input type="checkbox"/> <b>Vienna Congress Exhibit #1</b>	19-20 September 2006	€1350	
<input type="checkbox"/> <b>Vienna Congress Exhibit #2</b>	21-22 September 2006	€1350	+20% VAT
<input type="checkbox"/> <b>Vienna Congress Exhibit #3</b>	19-22 September 2006	€2400	
<input type="checkbox"/> <b>Brussels Conferences Exhibit #1</b>	4-5 December 2006	€1350	
<input type="checkbox"/> <b>Brussels Conferences Exhibit #2</b>	6-7 December 2006	€1350	+21% VAT
<input type="checkbox"/> <b>Brussels Conferences Exhibit #3</b>	4-7 December 2006	€2400	

## Payment Method

FEI #59-2009272

Payment or credit card billing information **MUST** accompany order. No purchase orders or phone orders accepted.

Check Enclosed payable to ISPE # \_\_\_\_\_ in the amount of € \_\_\_\_\_

Bill Credit Card - Circle Type: VISA MC/EUROCARD AMEX

CARD NUMBER \_\_\_\_\_ EXP. DATE \_\_\_\_\_

NAME OF CARDHOLDER \_\_\_\_\_ CARDHOLDER SIGNATURE \_\_\_\_\_  
(AS IT APPEARS ON CARD)

FOR OFFICE USE ONLY	
ID # _____	TOTAL _____
AUTH CODE _____	
DATE PAID _____	
CHECK # _____	

Name \_\_\_\_\_ Title \_\_\_\_\_

Company \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip+4/Postcode \_\_\_\_\_ Country \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_

Company VAT number \_\_\_\_\_ \*VAT at the appropriate local rate will be added to all invoices.

### European Table Top Exhibits Cancellation Policy

Table Top Exhibit cancellations received three months or more prior to the event will be fully refunded. Cancellations received two months or more prior to the event result in a €500 cancellation fee. No refunds will be given for Table Top Exhibits cancelled less than two months prior to the event.

**Please send form with payment to:**  
Isabella Vanpeteghem, ISPE European Office  
300, Avenue de Tervueren, B-1150 Brussels, Belgium  
Tel: 32-2-743-4442, Fax: 32-2-743-1550  
E-mail: [isabella@associationhq.com](mailto:isabella@associationhq.com)  
**www.ispe.org**

ENGINEERING PHARMACEUTICAL INNOVATION

