

Exhibitors Manual

Within the framework of the

14th ISOPT Clinical:

The International Symposium on
Ocular Pharmacology and Therapeutics

March 1-3, 2018

Tel Aviv, Israel

Key dates and times*

Event date	March 1-3, 2018	
Installation of exhibits	Wednesday, February 28	08:00-18:00
	Thursday, March 1	06:00-07:00
Exhibition hours	Thursday, March 1 –	8:00-18:00
	Saturday, March 3	
Dismantling	Saturday, March 3	17:00

***For possible changes, please consult final symposium program.**

Location

Symposium Venue	Cinematheque 2 Shprinzak Street, Tel Aviv www.cinema.co.il
Exhibition site	Lobby - ground floor

The exhibition will take place at the Symposium venue, The Tel Aviv Cinematheque, a cultural landmark in the heart of the city. Registration and hospitality counters as well as coffee stations are situated within the same area. The Tel Aviv Cinematheque is only 30-40 minutes away from the Ben-Gurion International Airport and easily accessible to visitors.

Contacts

Symposium Secretariat

Target Conferences Ltd.
65 Derech Menachem Begin
PO Box 51227
Tel Aviv 6713818, Israel
Phone: +972 3 5175150
Email: ISOPT@target-conferences.com

Exhibition Organizers

TCS Travel Conference Solutions
4 Galei Tchelet St.
Herzliya 4664004, Israel
Phone: +972 9 7998299
Email: galia@tcs-events.com

Rental Rates

Standard 4sqm area (2X2m): €2000

Additional €500 per sqm

The price includes

- Standard booth construction including back drop, rounded desk, 2 chairs, electricity point, and a lockable cupboard.
- Company logo on the event website and final Program
- Two complimentary exhibitor registrations per standard space purchased



2X2m standard booth

Upgrades and extra orders

For upgrades and supplementary orders, kindly contact galia@tcs-events.com:

- shipping and customs clearance
- installation
- design and construction of exhibits
- additional electricity outlets
- furniture hire
- display aids
- carpeting
- audio-visual equipment
- graphic design
- plants and floral arrangements

For other services (registration of additional company representatives, hotel accommodation, transportation, tourist services) please contact the Symposium Secretariat at ISOPT@target-conferences.com

Exhibitor badges

Each company will receive 2 complimentary exhibitor passes. Exhibitors can pick up their badges at the registration desk as of Thursday, March 1 from 8 am.

Please send the names and emails of the exhibitor that will receive the complimentary badges to ISOPT@target-conferences.com till February 1, 2018.

The cost for additional exhibitor badges is €250. Exhibitors' registration includes access to all meeting areas, welcome reception, coffee and refreshments at breaks and light lunches.

Deliveries

Hermes-Exhibitions will be handling all freight materials.

Here are the contact details:

Zehavit Akerman

zehavitak@hermes-exhibitions.com

hermes-exhibitions.com

Office: +49 6173 966 95 28

Fax: +49 6173 966 95 29

Mobile: +972 52 5114982

Customs Clearance

In order for your company to import your products into Israel on a temporary basis, there are several procedures that need to be followed before the shipment arrives in Israel. We recommend that you have your shipment registered under an ATA Carnet in order to avoid paying duties and taxes in Israel. Following the exhibition the product/s have to be exported back to country of origin. All give-aways, catalogues, brochures, etc. must be furnished with an invoice. In addition, all consignments must be furnished with a specific packing list.

Exhibitors not represented in Israel should contact the official customs agent, Hermes-Exhibitions listed above.

Insurance

The exhibitor is required to take out their own insurance against risks that could be incurred in connection with the exhibition, especially Liability. Coverage for risks relating to Property, Employer Liability and Personal Accident to contractors or staff should also be included. It is advised that exhibitors take out insurance for any losses and wasted expenditures in the event that the exhibition is abandoned or curtailed.

Exhibitors are reminded that their insurance as above should take effect from the day that goods and exhibits are delivered to the Hotel and should remain in effect until all items have been removed.

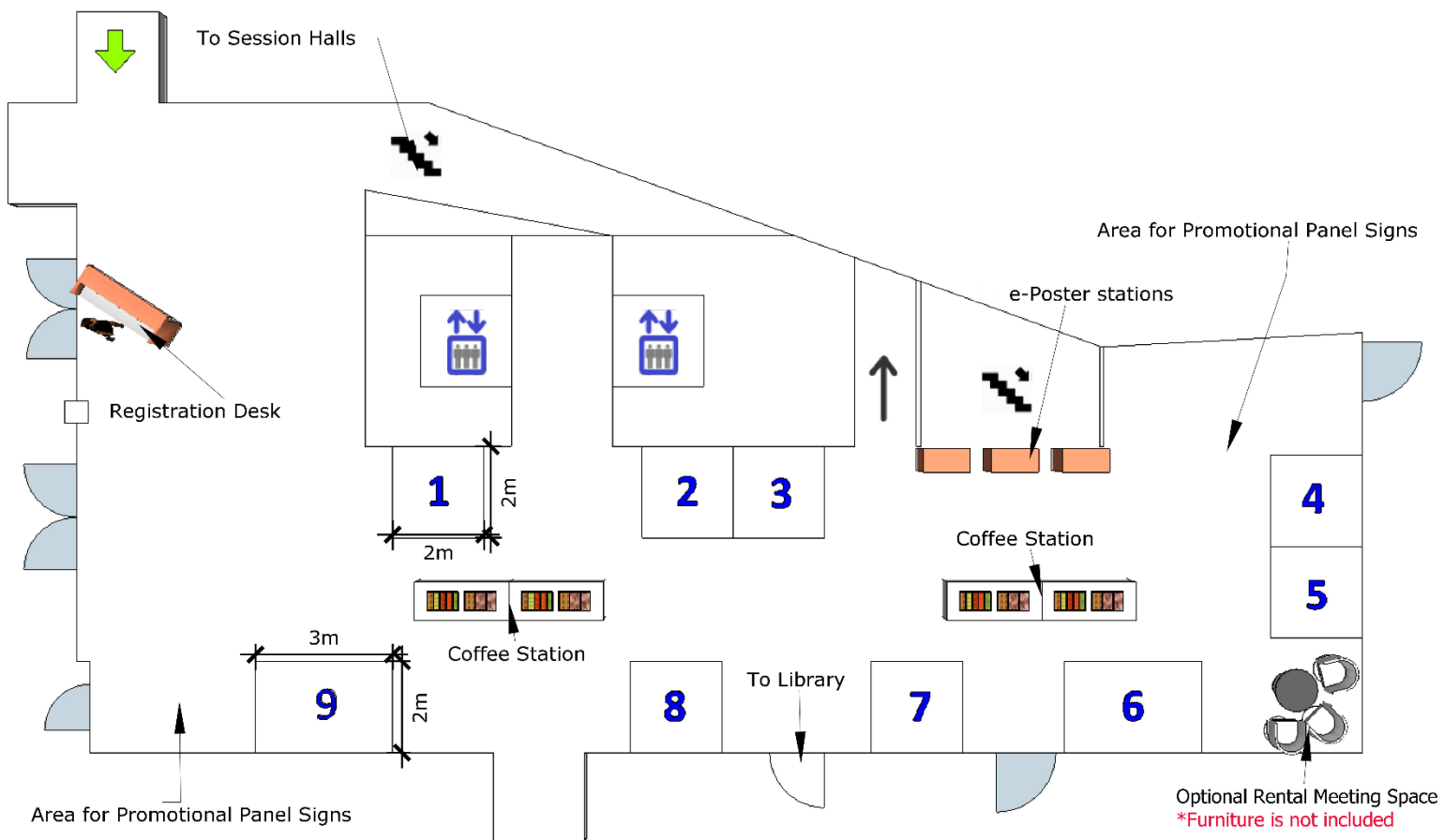


Space Allocation

A completed application form accompanied by advance payment should be sent to the exhibition manager to ensure reservation of desired location. Three alternative choices should be clearly indicated on the application form. Space assignment will be made in the order in which application forms with payment are received.

Exhibition Floor Plan

Lobby of the Tel Aviv Cinematheque





14th ISOPT Clinical

The International Symposium on
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March 1-3, 2018 • Tel-Aviv, Israel

Application for Exhibit Space

Please complete the following information and return to:

Target Conferences Ltd.

Ms. Katia Papkov

ISOPT Clinical

Tel: +972 3 517 5150 Ext. 609

Fax: +972 3 517 5155

Email: isopt@target-conferences.com

Name of Company*: (Please type or use BLOCK LETTERS)

*Name of the company - as it will appear on all publications

Full Address:

Street _____

City, State _____

Country _____ Zip/Postal Code _____

Telephone: Country code/city code/number _____

Fax: Country code/city code/number _____

E-mail _____

Web site: _____

Person in charge of exhibit:

Surname _____ First Name _____ Title _____

Products to be exhibited _____

Secretariat: Target Conferences Ltd. PO Box 51227, Tel Aviv 6713818, Israel

Tel: +972 3 5175150, Fax: +972 3 5175155

e-mail: isopt@target-conferences.com | web: www.isoptclinical.com

We, the undersigned, wish to participate in the exhibition within the framework of the 14th ISOPT Clinical and we would like stand(s) no(s) [please specify 3 preferences]:

_____ and/or _____ and/or _____ totaling _____ sqm

Full names of Exhibitors (Two badges per booth)

If more than two exhibitor badges are required, there will be a charge of €250 per exhibitor

No. of Exhibitors _____

Surname _____ First Name _____ Ms / Mr/ Dr / Prof

Surname _____ First Name _____ Ms / Mr/ Dr / Prof

Surname _____ First Name _____ Ms / Mr/ Dr / Prof

Surname _____ First Name _____ Ms / Mr/ Dr / Prof

Method of Payment

By Credit card

Credit card no.: _____

Expiration Date: _____

Type of Card: _____

Card Holder: _____

* Payment by credit card will include 3% commission

By check

Please make checks payable to:

Target Conferences Ltd.

By Bank Transfer

Bank transfers should be made to the following account:

Target Conferences Ltd.

Bank Leumi

Gordon Branch (Branch Number 804)

87 Ben Yehuda Street, Tel Aviv, Israel

Account number: 379000/70

Swift Code: LUMIILIT

IBAN IL 180108040000037900070

Bank charges are the responsibility of the payer

Terms and Conditions

Payment

50% due on confirmation of space assignment and receipt of invoice

50% no later than February 1, 2018. After this date, a surcharge of 20% will be added.

Booth reservations made after February 1 will be charged with a 20% surcharge. The total amount is due with signed contract.

Cancellations

In case of cancellation received in writing before February 2nd, 2018, 75% of the total charge will be refunded, providing that the space can be reassigned.

Name of Company: _____

Signature and company stamp: _____

Date: _____