



20 - 21 March 2018

INFORMATION

|                       |  |
|-----------------------|--|
| Title                 | IME - INVESTMENT MANAGEMENT EXHIBITION                             |
| Dates                 | <b>20- 21 March 2018</b>   |
| Venue                 | Messe Frankfurt, Kongresshaus Hall Kap Europa in Frankfurt am Main |
| City, Country         | Frankfurt am Main, Germany   |
| Visitor target groups | Professionals only   |

AGENDA

| AGENDA                                | DATE          | TIME                          |
|---------------------------------------|---------------|-------------------------------|
| Settlement of exhibitors/Participants | 19 March 2018 | 12:00-20:00                   |
| Official opening                      | 20 March 2018 | 10:00                         |
| Exhibition/Conference time            | 20 March 2018 | 10:00 - 18:00                 |
|                                       | 21 March 2018 | 10:00 - 16:00                 |
| Removal of exponents                  | 21 March 2018 | 16:00 - 22:00                 |
| Opening hours for visitors            |               | 10:00 - 18:00 & 10:00 - 16:00 |

DEADLINES

| DESCRIPTION   | CLOSING DATES                          |
|---|--|
| <i>Registration for exhibitors with prearranged Matchmaking</i>                           | <i>31 October 2017</i>                 |
| <i>Registration normaly</i>   | <i>31 January 2018</i>                 |
| <i>Ordering extra badges for exhibitors</i>   | <i>end of February 2018</i>            |
| <i>Ordering sponsorship packages</i>  | <i>end of February 2018</i>            |
| <i>Ordering conference room if needed</i>   | <i>end of February 2018</i>            |
| <i>Booking advertisement packages</i>   | <i>end of February 2018</i>            |
| <i>Submission of stand projects in case the stand has not been ordered from organizer</i> | <i>end of February 2018</i>            |
| <i>Ordering catering services for your stand or your conference if needed</i>             | <i>end of February 2018</i>            |
| <i>Ordering car parking ticket</i>  | <i>end of February 2018</i>            |
| <i>Training your team for the exhibition</i>  | Once the application form is submitted |



## 20 - 21 March 2018 APPLICATION FORM

Main Exhibitor (Company/Government Institution)

Main address: No:  
City: Country:  
PO BOX: Postcode:  
Phone (country code, area code and number): VAT ID:

Email: Web:  
Head of the board: Managing Director:

Contact person for exhibition: Mr:  Mrs:  Ms:

Name: Surname:

Position within the company/institution:

Email: Web:

Phone (country code, area code and number): Fax:

Invoice address (if different from the main address):

Address: No:

City: Country:

PO BOX: Postcode:

### 1. SPEAKER AT IME

Our Institution would like to participate with a speech/forum/workshop at the IME 2018

The duration of the presentation should not be longer than 15 minutes

PRICE FOR ONE PRESENTATION IS: € 3900 (excl . VAT..).

Includes placement within the Exhibition Catalogue, website, newsletters and 3 entrance tickets which enable you to attend the IME.

Equipment included within the offer: Laptop, projector and sound system. In order to increase the number of professional audience please put effort in inviting your audience as well.

The lecture presentations are to be sent to the organizer no later than 30 February 2018.

Please describe the nature of business activities/ planned investment projects/ the topic of your presentation ( KEY POINTS ONLY):

Please pick your preferred option. Minimum stands size are 6 m<sup>2</sup> of floor space area:

3 Entrance( two-day) tickets which enable you to attend the IME are included in the price. Please note that: for each additional ticket, plus 240 Euro ( excl . VAT. ) will be added.

### 2. PRICES for EXHIBITORS

| Package 1 <input type="checkbox"/> | Price for one Stand      | Amount |
|------------------------------------|--------------------------|--------|
| 3 x 2 Meter                        | € 9.850, (excl . VAT..). |        |

The stands are built by the organizer and include: Octanorm system or similar, white walls 2.5 metres high and Furniture: 1 table, 4 chairs , 1 brochure holder ( 4 shelves A4 ) , 1 info desk 40 x 40 x 95 cm ( W x D x H ) and 3 Entrance( two-day) tickets.



#### Lectures:

Each exhibitor has the opportunity to hold a 15 - minute presentation. We recommend to dispense pure corporate presentations and to choose a specialist topic .

#### Catering

Lunch for both days up to 3 people per exhibitor is included in the basic price.

#### Accommodation

Hotel accommodation is not included in the price.

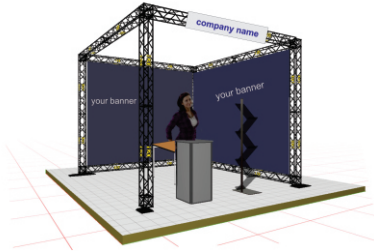
Expo Wall 4 Alu  
Panels 8 pcs. 70 x 100 cm + 4 pcs. 70 x 30 cm  
Bag set, 2 pcs.  
Delivered without print.



## 20 - 21 March 2018 APPLICATION FORM

| Package 2 for IME Premium Exhibitor <input type="checkbox"/> | Price for one Stand    | Amount |
|--|------------------------|--------|
| 5 x 4 Meter = 20sqm  | € 24.000, (excl. VAT). |        |

This exclusive Truss stand is built by the organizer and include: Truss System 2.6 metres high, two printed banners designed by your institution and Furniture: 1 table, 4 chairs, 1 brochure holder ( 4 shelves A4 ), 1 info desk 45 x 40 x 90 cm ( W x D x H ).



Banner: (1pcs) B455 x H212 cm  
Banner: (1pcs) B363 x H212 cm  
Fascia board: B100 x H30 cm

### Additional benefits:

Acknowledgment in the exhibition brochure of IME as Official partner  
10 Entrance( two-day) tickets  
Logo posted on all ads  
Company portrait on the web site  
opportunity to hold a 15 - minute presentation.

### Catering

Lunch for both days of up to 10 people are included in the basic price. Please note that: for each additional staff member, plus 240 Euro will be added ( excl. VAT. ).

### The Benefits of Premier Sponsorship

|  | <input type="checkbox"/> Main Partner<br>(Only One) | <input type="checkbox"/> Platinum Sponsor<br>(MAX 3) | <input type="checkbox"/> Luncheon Sponsor<br>(MAX 3) | <input type="checkbox"/> Cocktail Reception<br>Sponsor (MAX 3) |
|--|---|--|--|--|
|  | € 58.000, (excl. VAT).                              | € 40.000, (excl. VAT).                               | € 34.000, (excl. VAT).                               | € 28.000, (excl. VAT).   |
| Exclusive Truss stand of 5 x 4 Meter = 20sqm                               | ●   | ●  | ●  | ●  |
| Acknowledgment in the exhibition brochure of IME as Partner/Sponsor        | ●   | ●  | ●  | ●  |
| Entrance tickets   | ● 20 pcs  | ● 15 pcs   | ● 10 pcs   | ● 8 pcs  |
| Logo posted on all ads   | ●   | ●  | ●  | ●  |
| Company portrait on the web site   | ●   | ●  | ●  | ●  |
| Opportunity to hold a 15 - minute presentation.                            | ●   | ●  | ●  | ●  |
| Lunch for both days  | ● 20 People   | ● 15 People  | ● 10People   | ● 8People  |
| Signage on stage   | ●   | ●  |  |  |
| Opportunity to arrange a welcome desk at the main registration desk of IME | ●   |  |  |  |

Each exclusive Truss stand is built by the organizer and include: Truss System 2.6 metres high, two printed banners designed by your institution and Furniture is included: 1 table, 4 chairs, 1 brochure holder ( 4 shelves A4 ) 1 info desk 45 x 40 x 90 cm ( W x D x H ).



## 20 - 21 March 2018

### Co-exhibitors

Please be informed that there is an additional fee for co-exhibitors. The participation fee is 1070 EUR (+ applicable VAT) for each co-exhibitor and will be invoiced to the main exhibitor. Please register all of your co-exhibitors by using the Registration Form for Co-Exhibitors\*

### Catering

The meals for both days of up to 2 people per Co-exhibitor are included in the basic price. Please note that for each additional staff member, 240 Euro ( excl . VAT. ).will be added.

### \*Explanation "Co-Exhibitors":

Co-Exhibitors are companies with their own products and their own staff that use the stand area of a main exhibitor.

Co-Exhibitor: Company/Government Institution:

|  |                    |
|--|--------------------|
| Main address:  | No:                |
| City:  | Country:           |
| P.O BOX:   | Postcode:          |
| Tel. country code, area code, number:  | VAT ID:            |
| e-mail:  | web:               |
| Head of the board:   | Managing Director: |
| Contact person for exhibition, Mr: <input type="checkbox"/> ,Mrs: <input type="checkbox"/> ,Ms: <input type="checkbox"/> |                    |
| Name:  | Surname:           |
| Position on the company/Institution:   |                    |

### 3. DELEGATE REGISTRATION FEE

| Please select an option <input checked="" type="checkbox"/> | Options   | Bookings made by 30.11.2017 | Bookings made by 27.02.2018 | Bookings made after 27.02.2018 |
|---|---|-----------------------------|-----------------------------|--------------------------------|
| <input type="checkbox"/>                                    | Registering 1 delegate                                    | € 450, (excl . VAT.)        | € 550, (excl . VAT.)        | € 650, (excl . VAT.)           |
| <input type="checkbox"/>                                    | Registering 2 delegates from the same company/Institution | € 750, (excl . VAT.)        | € 950, (excl . VAT.)        | € 1.150, (excl . VAT.)         |
| <input type="checkbox"/>                                    | Registering 3 delegates from the same company/Institution | € 1.050, (excl . VAT.)      | € 1.350, (excl . VAT.)      | € 1.650, (excl . VAT.)         |
| <input type="checkbox"/>                                    | Registering 4 delegates from the same company/Institution | € 1.300, (excl . VAT.)      | € 1.600, (excl . VAT.)      | € 1.900, (excl . VAT.)         |

### DELEGATE DETAILS

| Title | First Name | Last Name | Job Title | Email |
|-------|------------|-----------|-----------|-------|
|       |            |           |           |       |
|       |            |           |           |       |
|       |            |           |           |       |

### Cancellation Policy:

All bookings are considered binding on receipt of the booking form. If you cannot attend you must cancel your registration in writing no later than 10 Days after the booking date to receive a credit less 50% administrative charge per delegate/speaker/exhibition stand. We regret that cancellations or bookings received after 10 Days cannot be refunded or credited and the full fee will be due for ALL registrations submitted. We suggest you send a substitute to attend in your place at no extra cost. All substitutions must be received in writing.

By signing this application we accept as binding the Conditions of Participation and the general terms, rules and regulations of Xhafa Exhibition

Place and Date:

Exhibitor:

Name / Signature / Stamp



## ADDITIONAL STANDS AND OTHER EQUIPMENTS

Main Exhibitor: Company/Goverment Institution:

Main address:

No:

City:

Country:

P.O BOX:

Postcode:

Tel. country code, area code, number:

VAT ID:

e-mail:

web:

Head of the board:

Managing Director:

Contact person for exhibition, Mr:  ,Mrs:  ,Ms:

Name:

Surname:

Position on the company/Institution:

|   | Quantity | Price description                 | Price per unit  | Amount  |
|---|----------|-----------------------------------|-----------------|---------|
|  <p>Pop-Up Wall Curved<br/>Curved wall, 3 x 4<br/>for counter 162 x 80 cm<br/>(visible 157 x 75,5 cm)<br/>Topplate - for counter<br/>W70 x H0,8 x D50 cm</p> |          | sales price,<br>printing included | 1780 €          |         |
|  <p>Expo Wall 4 Alu<br/>8 pcs. 70x100 cm + 4 pcs. 30x70 cm<br/>Bag set, 2 pcs. Black</p>  |          | sales price,<br>printing included | 1590 €          |         |
|  <p>Roll-up, single sided<br/>80 x 200 cm banner</p>  |          | sales price,<br>printing included | 190 €           |         |
|  <p>Expo Pavement Board<br/>Poster: 50 x 70 cm<br/>white</p>  |          | sales price,<br>printing included | 280 €           |         |
|  <p>Zig-Zag Brochure Stand<br/>Alu stand with 6 pcs. of 10 mm acrylic<br/>A4 shelves.</p>   |          | sales price                       | 190 €           |         |
|  <p>Basic Counter<br/>200,4 x 90 cm + Top 83 x 35 cm</p>  |          | sales price                       | 320 €           |         |
|  <p>Truss L-Shape 3 x 3<br/>307 x 246 x 307 cm<br/>Banner: (2) B273 x H212 cm</p>   |          | sales price,<br>printing costs    | 1694 €<br>230 € |         |
|   |          | (to all prices + applicable VAT)  | Total           | _____ € |