Delegate Bag Insert Specifications

The Delegate Bag Insert is a tool through which an invite, created by Industry, in the form of a printed document, is placed in the official ESC Congress 2013 Congress Bags (23 500).

The number of Delegate Bag Inserts in the Congress Bags is limited to 35
Quantity to be printed 23 500
Maximum size A4 (21 X 29.7 cm)
Maximum weight 40g
No product logos or names will be allowed on the Delegate Bag Insert

In order to facilitate approval of your artwork, we recommend using the same artwork for the Pre-Congress Mailing Insert, Delegate Bag Insert, Weblink & Industry Sponsored Session info screen.

- ***Procedure***
  The exhibiting company must send us a duly-completed e-application form.
  The ESC will then issue an invoice.
  The insert must be approved by the ESC before printing and shipping.
  The ESC will provide the delivery address to the company after the artwork is approved.
  The company is responsible for printing and shipping its Delegate Bag Inserts to the correct address

- ***Cost***
  € 6 500 per insert Points awarded: 2

- ***Invoicing***
  Insert(s) are invoiced upon receipt of the application form.

- ***Cancellation fee***
  Cancellations will incur fees of 100% if cancelled after receipt of your signed application form.

- ***Insert approval***
  Inserts must receive ESC approval before being printed and shipped.
  Please refer to the ESC Congress 2013 Branding Guidelines for precise graphic information.
  Contact the ESC team at sponsorship@escardio.org

- ***Shipping address***
  ACK Group - Individual Solutions
  ESC 2013 – Company Name / DBI / session N° (please add your Satellite Symposium Session Number)
  Mr. Andreas Kraus
  ESC 2013/Organiser name/ DBI/ session number for Satellites
  Dachauer Strasse 382
  80993 München

  VAT DE259738228 to be included on the shipment box
  Mobile +34 637 812 009

- ***Delivery periods***
  Delivery dates: **Monday 1 July - 8 August 2013**
  Delivery times: **Monday to Friday 08:00 - 17:30**

IMPORTANT
1 insert promotes 1 event (Satellite Symposium, EBAC Accredited Educational Programme, Hands-On Tutorials or Exhibition details).
1 insert promoting 1 Session with reference to the booth will be considered as 1 insert.
1 insert promoting 2 Sessions will be considered as 2 inserts
1 insert promoting 1 Session and full Exhibition details will be considered as 2 inserts.

Please respect the delivery periods listed above.
ESC cannot guarantee inserts are received if the delivery periods listed above are not respected.
Please note if the 23 500 inserts are delivered to the ESC offices in France instead of the indicated shipping address, any storage, shipping or handling fees will be charged to your company.
For logistics reasons, any inserts received after the deadline will not be included in Bags (no exceptions will be made).

Deadline for application and ESC approval: 28 June 2013