



## **TERMS AND CONDITIONS OF SALES**

### **Exhibition**

Order Forms need to be signed by an authorised company representative, only signed order forms will be taken into consideration.

A stand assignment confirmation and invoice will be sent to the company by mail.

Should the stand assignment differ from the Order Form, the details of the stand assignment prevail.

Cancellation Fees will apply as of receipt of the signed order form as follows:

- 10% until 30 November 2018
- 50% from 01 December 2018 to 31 January 2019
- 100% from 01 February 2019

Benefits for all exhibitors:

- Company listing in the Industry Programme
- Company listing on the ESC web site [www.escardio.org](http://www.escardio.org)
- Company listing in the Programme at a Glance and Mobile App
- Allocation of Exhibitor and Scientific Exhibitor Badges

Given serious cause the ESC is entitled to postpone, to curtail the duration, to close the industry activities completely or in part for any period, or to cancel. In the event of complete or part postponement or curtailment, the order form is regarded as valid for a possible new date and new duration for the said congress. If, for any reason, ICNC 2019 has to be cancelled, the ESC will refund to the Industry the sum paid to the ESC for contractual commitments less 25% as administrative fees (including preparation cost, overhead, cancellation insurance cost...). More detail on the cancellation insurance terms can be provided upon request.

Subtenants and other Represented Companies

Sharing the allocated stand area with another company, regardless of whether this company is represented by its own staff (subtenant) or only by its own exhibits (represented company), is not allowed. This applies equally to companies with products or services aligned to a registered exhibitor. In such an instance, where a registered exhibitor wishes to exhibit in association with another organisation, the ESC will endeavour to offer additional exhibit space, where available, under normal conditions of sale.

Where an exhibiting organisation has multiple corporate identities but shared ownership, the organisational relationship must be made clear to delegates (e.g. a corporate ownership statement must be displayed on the stand).

Transfer - even in part - of the rights and obligations arising from the order to third parties is not permitted.

Value Added Taxation

Portuguese VAT rules will apply for all exhibition sales. If the company is registered in another country within the EU, reverse charge procedure may apply. In this case the customer must auto reverse the VAT in their home country. Companies registered in a country outside of the European Union are encouraged to seek advice on reclaiming VAT payments.

This Order subjects the signatory to the full respect of the ESC Guidelines for Industry Participation and the Payment Terms of this order. Failure to respect the Industry Guidelines or Payment Terms may result in the Exhibitor being refused entry to the exhibition without refund.

The ESC acts in good faith and is not liable for refund of contracted services in the case of regulatory or legislative bodies refusing the content of same.



## **Sponsored Sessions**

Order Forms need to be signed by an authorised company representative, only signed order forms will be taken into consideration.

Assignment of the sponsored session and invoice will be sent to the company by email.

Should the assignment of the sponsored session differ from the Order Form, the details of the assignment prevail.

Cancellation Fees will apply as of receipt of the signed order form as follows:

- 10% until 30 November 2018
- 50% from 01 December 2018 to 31 January 2019
- 100% from 01 February 2019

Benefits for all exhibitors:

- Company listing in the Industry Programme
- Company listing on the ESC web site [www.escardio.org](http://www.escardio.org)
- Company listing in the Programme at a Glance and Mobile App

The following items are included in the price of a Satellite Symposium:

- Room rental
- Scientific Programme listed in the Scientific Programme & Planner and Programme at a Glance
- 1 Flyer (to be produced by Industry)
- 1 Weblink
- Access and use of audiovisual equipment in lecture room

Given serious cause the ESC is entitled to postpone, to curtail the duration, to close the industry activities completely or in part for any period, or to cancel. In the event of complete or part postponement or curtailment, the order form is regarded as valid for a possible new date and new duration for the said congress. If, for any reason, ICNC 2019 has to be cancelled, the ESC will refund to the Industry the sum paid to the ESC for contractual commitments less 25% as administrative fees (including preparation cost, overhead, cancellation insurance cost...). More detail on the cancellation insurance terms can be provided upon request.

Portuguese VAT rules will apply for all sponsored session sales. If the company is registered in another country within the EU, reverse charge procedure may apply. In this case the customer must auto reverse the VAT in their home country. Companies registered in a country outside of the European Union are encouraged to seek advice on reclaiming VAT payments.

This Order subjects the signatory to the full respect of the Guidelines for Industry Participation and the Payment Terms of this order. Failure to respect the Industry Guidelines or Payment Terms may result in the sponsor being refused entry to the congress and sessions without refund.

The ESC acts in good faith and is not liable for refund of contracted services in the case of regulatory or legislative bodies refusing the content of same.



## **Sponsorship**

Order Forms need to be signed by an authorised company representative, only signed order forms will be taken into consideration. An invoice will be sent to the company by mail

Cancellation Fees will apply as of receipt of the signed order form as follows:

- 10% until 30 November 2018
- 50% from 01 December 2018 to 31 January 2019
- 100% from 01 February 2019

Benefits for all exhibitors:

- Company listing in the Industry Programme
- Company listing on the ESC web site [www.escardio.org](http://www.escardio.org)
- Company listing in the Programme at a Glance and Mobile App

Given serious cause the ESC is entitled to postpone, to curtail the duration, to close the industry activities completely or in part for any period, or to cancel. In the event of complete or part postponement or curtailment, the order form is regarded as valid for a possible new date and new duration for the said congress. If, for any reason, ICNC 2019 has to be cancelled, the ESC will refund to the Industry the sum paid to the ESC for contractual commitments less 25% as administrative fees (including preparation cost, overhead, cancellation insurance cost...). More detail on the cancellation insurance terms can be provided upon request. This Order subjects the signatory to the full respect of the Guidelines for Industry Participation and the Payment Terms of this order. Failure to respect the Industry Guidelines or Payment Terms may result in the sponsor product being refused without refund.

The ESC acts in good faith and is not liable for refund of contracted services in the case of regulatory or legislative bodies refusing the content of same.



## **Rooms**

Order Forms need to be signed by an authorised company representative, only signed order forms will be taken into consideration. Assignment of the Rooms at ESC and invoice will be sent to the company by email. Payments should be settled 30 days from date of invoice. Should the 30 day payment period go beyond the congress dates the invoice must be paid before the congress.

Should the assignment of the Rooms differ from the Order Form, the details of the assignment prevail.

Cancellation Fees will apply as of receipt of the signed order form as follows:

- 10% until 30 November 2018
- 50% from 01 December 2018 to 31 January 2019
- 100% from 01 February 2019

Cancelling your exhibition space at a later stage will also mean cancelling your Rooms at ESC.

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Portuguese VAT rules will apply for all "Rooms at ESC" sales. If the company is registered in another country within the EU, reverse charge procedure may apply. In this case the customer must auto reverse the VAT in their home country.

Companies registered in a country outside of the European Union are encouraged to seek advice on reclaiming VAT payments.

Benefits for all exhibitors:

- Company listing in the Industry Programme
- Company listing on the ESC web site [www.escardio.org](http://www.escardio.org)
- Company listing in the Programme at a Glance and Mobile App

This Order subjects the signatory to the full respect of the Guidelines for Industry Participation and the Payment Terms of this order. Failure to respect the Industry Guidelines or Payment Terms may result in the sponsor being refused entry to the congress and sessions without refund.

The ESC acts in good faith and is not liable for refund of contracted services in the case of regulatory or legislative bodies refusing the content of same.