

ESC CONGRESS 2008

30 August – 3 September 2008 - Munich - Germany

1 – ESC Congress 2008 STANDARD PROMOTIONAL DROP BANNERS

For each Satellite Symposium, Workshop Session, EBAC Accredited Educational Programme or Nonprofit Organisation Symposium, the ESC is providing **1 specific drop banner location** and brochure rack in the Congress venue.

Organising companies are thus able to promote their event and to present invitations.

Standard Promotional Drop Banners

Drop banners in the specific area will be available free of charge to Satellite Symposia, Workshop Sessions, EBAC Accredited Educational Programmes and Nonprofit Organisation Symposia organizers only.

For the sake of uniformity, production of the banners will be handled by the venue's graphic department.

Production costs are to be borne by the session organizer.

The banner must be portrait format.

IMPORTANT: The production of Standard Promotional Drop Banners is not obligatory.

Invitations

Display of invitations in the official display racks located near the standard promotional drop banners.

Unlike the banner the organising company is responsible for storing the invitations and keeping the racks supplied at the times given below.

The Satellite Symposia and Workshop Sessions invitations must be A4 portrait format (21 cm X 29.7 cm) maximum.

The EBAC Accredited Educational Programmes invitations must be C5 portrait format (15 cm X 21 cm) only.

Display times

- Satellite Symposia, Workshop Sessions and Nonprofit Organisation Symposia banners will only be displayed during the following times:

(Note that the delivery of the invitations must respect the same times)

- For sessions scheduled on Saturday 30 August 2008: Friday 29 August and Saturday 30 August 2008, all day.

- For sessions scheduled on Sunday 31 August 2008: Sunday 31 August and Monday 1 September 2008, all day.

- For sessions scheduled on Monday 1 September 2008: Sunday 31 August and Monday 1 September 2008, all day.

- For sessions scheduled on Tuesday 2 September 2008: Tuesday 2 September 2008, all day.

- EBAC Accredited Educational Programmes banners and invitations will be displayed for the entire congress duration:

From Friday 29 August to Wednesday 3 September 2008.

2 – LECTURE ROOMS POSTERS & INVITATIONS

- Display of **two** posters in front of the lecture rooms 1 hour before the beginning of the sessions on the 2 easels provided by ESC, the advised size is A0 (83 X 118 cm) portrait format and **rigid posters**
- Instead of usual posters, two portable display units of maximum height of 2,5m and maximum width of 1m (no electrical connection, no light and no sound) are also allowed.
- Handing out of invitations at the entrance of the assigned room 30 minutes before the beginning of the session.

N.B

- As already stated standard promotional drop banners, posters and invitations must have the specific written approval of ESC. Any and all unauthorized material will be removed by the ESC.
- DO NOT MAIL THE POSTERS OR THE INVITATIONS TO ESC.
- **Hostesses handing out invitations at the main entrance are not permitted.**
- **Posters and Invitations are not permitted in the building other than on the booths, in front the session assigned lecture room, in the Industry Welcome Desk (if any) and at the specific drop banners locations.**
- EBAC Accredited Educational Programmes banners, posters and Invitations must respect the well defined template created with blocked and free areas to be used as base mode
- **EBAC Accredited Educational Programmes posters and invitations are not allowed on the booths.**

ESC discourages promotional material, stands or door drops in hotels.