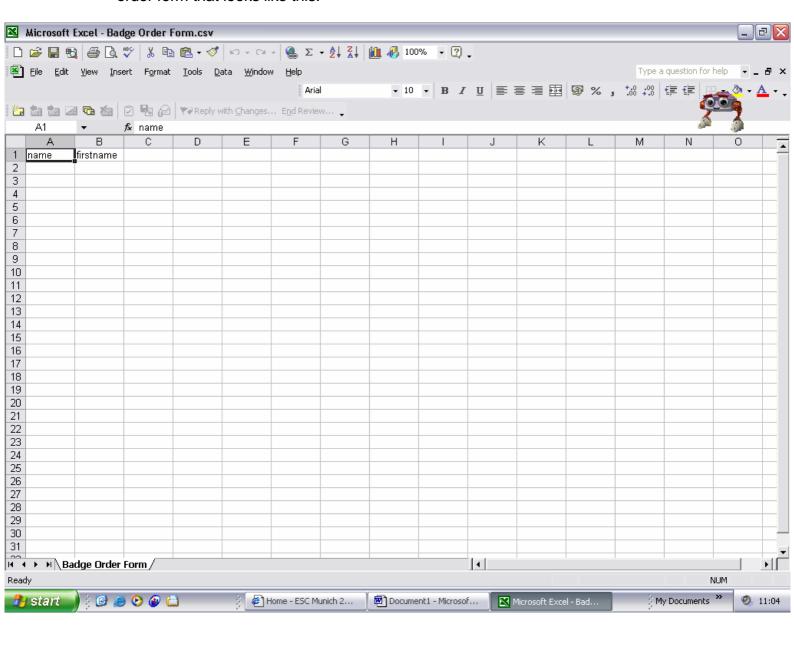


### ESC Munich 2004: Exhibitor Badge Information



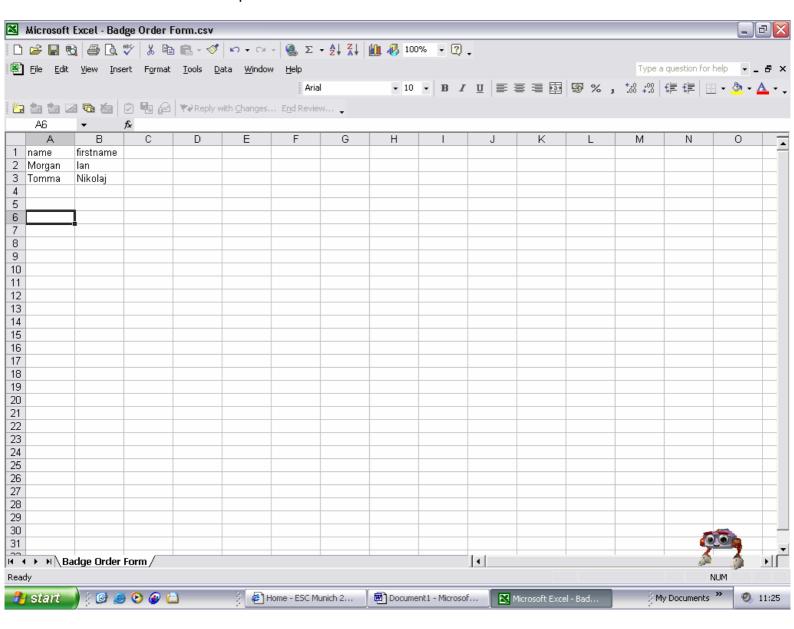
#### Dear Exhibitor,

This year the badge order procedure is quite different. Our new system (EMS) has been launched for the first time at our Congress and will also serve as a benchmark for the rest of our events. You will have noticed we have a new badge order form that looks like this:

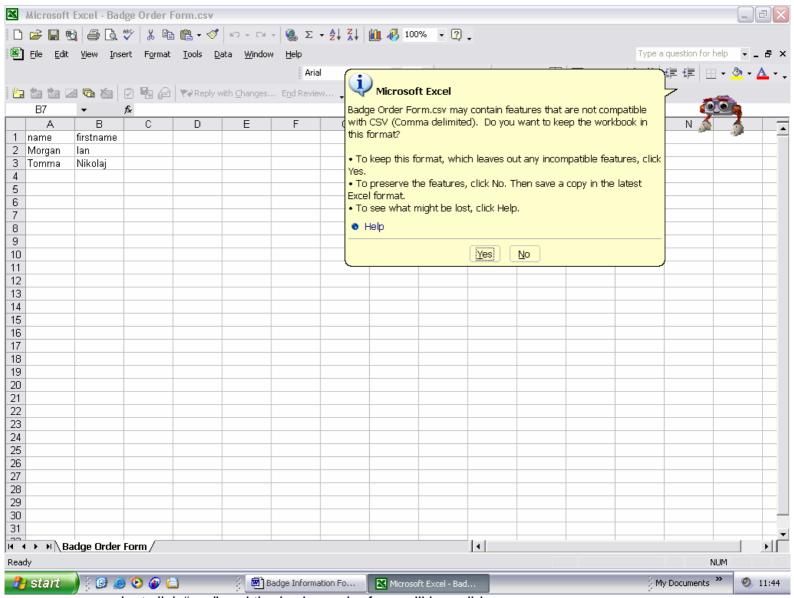


The spreadsheet is in csv. format as it has to be compatible with our system. There are only two columns as the system knows exactly by default how many free badges each company is allocated and which company name to place on the badge. Please do not alter any of the columns or insert any images, commas and comments.

Below is an example of how the order form should be filled in:



When you finished filling in the order form, remember to save the file as a csv. The following screen will appear when saving in this format:



Just click "yes" and the badge order form will be valid.

The completed order form can then be sent to:

#### exhibition@escardio.org

If you would like only your company name to appear on your badges just send an email to the same address.

Thank you in advance for your cooperation and feel free to contact us if you have any further queries.

Regards,

The ESC Exhibition Team

# Badge allocation and important deadlines:

Stand size between:	Free Badges:
9 and 49 m <sup>2</sup>	10
50 and 99 m <sup>2</sup>	20
100 and 199 m <sup>2</sup>	40
200 and 299 m <sup>2</sup>	50
300 and 399 m <sup>2</sup>	60
More than 400 m <sup>2</sup>	70

## Badge Fees + VAT

- early fee (until 21 July, 2004) = €37 (+VAT)
- late fee (from 22 July, 2004) = €50 (+VAT)
- late name change (after 21 July, 2004) = €25 (+VAT) on-site fee = €50 (+VAT)
- lost badge fee = €35 (+VAT)

DEADLINE FOR FREE BADGES IS 11 June 2004