



ESC CONGRESS 2007 1 – 5 SEPTEMBER 2007 - Vienna - Austria

1 – ESC Congress 2007 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 (Main Entrance) 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. Kindly note the use of Official Poster Boards as in the past is no longer an option.

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 invitations must be A4 portrait format (21 cm X 29.7 cm) maximum.

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 1 September 2007:
Friday 31 August and Saturday 1 September 2007, all day.
- For sessions scheduled on Sunday 2 September 2007:
Sunday 2 September 2007, all day.
- For sessions scheduled on Monday, 3 September 2007:
Sunday, 2 and Monday, 3 September 2007, all day.
- For sessions scheduled on Tuesday, 04 September 2007:
Tuesday, 4 September 2007, all day.

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

From Friday, 31 August to Wednesday, 5 September, 2007.

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.