

# SURFCOAT KOREA 2019

## SPONSORSHIP AND EXHIBITION RESERVATION FORM

Please return this form, properly signed, by e-mail at [info@setcor.org](mailto:info@setcor.org).

### Order Confirmation

The Sponsor/ Exhibitor organization/company confirms its participation to SurfCoat Korea 2019 (and its concurrent events: Graphene Korea 2019, Surtech/Coatings Korea 2019 expo), to be held from 27 to 29 March 2019 in Incheon/Seoul, Rep. of Korea, as:

**Sponsor**                       **Exhibitor**

Please specify in below the chosen Sponsorship/ Exhibition option(s):

	Option	Fee	Select your option
<b>Booth within Coatings Korea 2019 expo</b>	Raw Space only	USD 2700	<input type="checkbox"/>
	Package Booth	USD 3150	<input type="checkbox"/>
<b>Stand within SurfCoat Korea 2019 / Graphene Korea 2019 joint Conference</b>	6 sqm (table and 2 chairs)	USD 2800	<input type="checkbox"/>
<b>Sponsorship opportunities</b>	<i>Printing on delegate bag</i>	USD 2 500	<input type="checkbox"/>
	<i>Registration Desk Sponsoring</i>	USD 2 500	<input type="checkbox"/>
	<i>Delegate bag insert</i>	USD 1 500	<input type="checkbox"/>
	<i>Sponsor logo in the conference website</i>	USD 800	<input type="checkbox"/>
<b>Printing advertising options</b>	Back Cover	USD 2 500	<input type="checkbox"/>
	2 <sup>nd</sup> Cover	USD 2 000	<input type="checkbox"/>
	3 <sup>rd</sup> Cover	USD 1 500	<input type="checkbox"/>
	Inside page	USD 1 200	<input type="checkbox"/>

### Contact person

Name/Surname : ..... Phone : .....

e-mail : .....

Notes : .....

**Contact person**

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Sponsor / Exhibitor organization name : .....

Invoice address : .....

The invoice will be issued whenever requested.

**Payment**

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In order to confirm the chosen option, the amount for the sponsorship and/or the exhibition fee will have to be paid within 15 days from the signature of the present order form on the following bank account details:

Account Name: SETCOR MEDIA FZ LLC  
IBAN: AE 41 026000 1025005070305 (USD currency account)  
BIC/SWIFT: EBILAEAD  
Bank Name: Emirates NBD Bank PJSC  
Payment reference: SurfCoat Korea 2019 - *[add the Exhibitor/Sponsor company name]*

Please send us a copy of the bank transfer by e-mail at [info@setcor.org](mailto:info@setcor.org).

**Signature**

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The Sponsor/Exhibitor hereby declares that it intends to take part to the SurfCoat Korea 2019 conference and joint events, accepting all terms and conditions the Sponsor / Exhibitor is subordinated to, by signing this form, it agrees to abide by all the conditions contained in the above Sponsors and Exhibitions Rules.

Place & date .....

Signature of the legal representative & organization stamp

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# SPONSORS AND EXHIBITORS RULES

## ART.1 – Denomination and Goals

1. SETCOR organizes the International Conference SurfCoat Korea 2019, herein is “the conference”.
2. Participation to the conference is subject to the following rules:

## ART.2 – Location and Timetable of the Conference

The conference will take place from 27 to 29 March 2019 in Incheon/Seoul, Rep. of Korea. The event time will be from 8.00 to 18.00.

## ART.3 – Payment Condition

1. The request to participate as Sponsor or Exhibitor is considered accepted once:
  - Copy of the Sponsors and Exhibitors Form properly signed has been received by e-mail at [info@setcor.org](mailto:info@setcor.org).
  - The bank transfer has been received at the above Bank Account.
2. Payments received after the date communicated by the Organizing Committee do not guarantee the possibility to have the Sponsor /Exhibitor logo on the Conference materials.

## ART.4 – Admission

The participation in the conference is subject to the acceptance by the organizer.

## ART.5 – Setting up and Taking Down

Stands can be set up on 26 March 2019 (14:00 – 19:00) and taken down on the 29 March 2019 between 16:00 - 20:00.

## ART.6 – Delivery and collection of the materials

1. Materials for Desk/stand setting up or for any other use during the event have to be delivered as per the details to be arranged with the organizers.
2. Delivery expenses to/from the Conference venue, including any import fees, are at Exhibitor/Sponsor’s expenses.
3. Unclaimed goods may be will be destroyed at the end of the event.

## ART.7 – Renunciation

1. All cancellations must be given to the Organizing Committee by e-mail at [info@setcor.org](mailto:info@setcor.org).
2. Your payment less 20 % of the chosen package rate will be reimbursed if a cancellation is received before January 25, 2019. No reimbursement will be made after January 25, 2019.

## ART.8 – Desk/Stand assignment

The desk/stand assignment will be done on a first come, first served basis (unless otherwise indicated on the event’s web site), as well as per stands availability and sponsorship category. Organizers

reserve the right to make changes for organizational needs, giving, when possible, contextual communication to the interested sponsor / exhibitor.

## ART.9 – External costs

Expenses for the dispatch/transport/layout of the exhibited material both during the setting up and the taking down of the expositive space, as well as any other cost related to the participation to the Conference and not mentioned in the Sponsors and Exhibitors form, is considered excluded from this offer. Any kind of refund for damages or losses of the exhibited material is also excluded.

## ART.10 – Security

1. Exhibitors must comply with all security and fire-prevention norms applicable in the Conference venue and all arrangements on the subject that can be enacted by the Organizing Committee.
2. Exhibitors are required to comply with the safety standards. Non-fulfilment of Safety regulations and fire prevention can lead to the refusal of access to the booth/stand.
3. Exhibitors cannot make use of cylinders or other containers filled with gas of any type, or to keep tanks, heaters or other recipients filled with gas or combustibles for the functioning of machines, except in the case of authorization by the Organizing Committee and/or the conference venue on case by case basis.

## ART.11 – Prohibitions

It is prohibited for the exhibitor to:

- a. Give up or exchange – even at no charge – the space assigned;
- b. Occupy a surface area bigger than that assigned or exceed the height measurements established by the Organizing Committee;
- c. Store packaging or other materials not destined for display in the assigned space, or in the surrounding area, or even in the Conference enclosure;
- d. Display posters or signs outside the assigned areas or in places or positions different from those established by the Organizing Committee;
- e. Distribute or give tastes, in a propagandistic manner, of paid samples, or by drawings, lotteries or games, unless authorized in writing to do so by the Organizing Committee, which can reserve the right to apply a special tax/fees and to discipline such activities;
- f. Use loud calls or other forms of publicity which for their substance or outward appearance can be against the law or regulations, or which can constitute conclusion of direct comparison with other participants, or which can, however, disturb them or cause them harm, and even less to gather signatures, declarations or judgments; propaganda or judgments which can sound critical

- of or offensive to political and social institutions of the conference's and other countries;
- g. Carry out trials, demonstrations or operations that can compromise the safety of persons or objects, or that might disturb, irritate, cause damage or danger or which however, at the judgment of the authority in charge of security and accident prevention, are deemed dangerous;
  - h. Light fires, introduce explosive, detonating, dangerous or fuel-smelling materials, or that in any case can cause damage or can be bothersome;
  - i. Leave the area unwatched or in a state of abandon.

#### **ART.12 – Damages to expositive spaces and congressional spaces**

1. Expositive spaces must be returned in the same conditions as before the Event.
2. The Organizing Committee reserves the right to request compensation for damages caused directly or indirectly to persons and/or objects of the Organizing Committee, The conference venue properties or third parties.
3. The Organizing Committee is not responsible for the loss or thefts of materials or goods left in the Conference area.

#### **ART.13 – Unpredictable events**

In case of unpredictable events or in any other situation not depending on the organizers, as a Force Majeure or act of god, the Conference can be cancelled or modified.