



## **CERME 10**

***Croke Park, Dublin, Ireland***

***1<sup>st</sup> to 5<sup>th</sup> February, 2017***

## **Sponsorship & Exhibition Opportunities**

## CERME 10

CERME 10 will promote the development of mathematics education through intellectual communication and cooperation in the context of thematic working groups, plenaries, poster sessions and congenial interactions. All networking space is located in the exhibition area where refreshments and lunch breaks are provided.

### MAIN SPONSOR

€10,000

Main Sponsors will have first choice of exhibition stand space, and additional sponsorship opportunities. They will receive prominent acknowledgement and exposure on all conference materials (pre- and post-event):

- Logo on conference announcements, programme book and all advertisements
- Logo on conference website and web-link to sponsor webpage
- Logo on participant bag
- Prime exhibition space in central location (3m x 2m space)
- 4 exhibitor staff badges for company staff

### SUPPORTING SPONSOR

€5,000

Supporting Sponsors will receive the following acknowledgements and benefits:

- Acknowledgement as sponsor in conference announcements and programme book
- Logo on conference website and web-link to sponsor webpage
- Exhibition space with choice of location (3m x 2m space)
- 2 exhibitor staff badges for company staff

### OTHER SPONSORSHIP OPPORTUNITIES

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|---|--------|
| ➤ Sponsorship of <b>gala dinner</b> (exclusive)                         | €4,000 |
| ➤ Branded conference <b>badge lanyard</b>                               | €3,000 |
| ➤ Sponsorship of <b>opening reception</b> (exclusive)                   | €2,750 |
| ➤ Sponsorship of <b>lunches</b> (3 available, price based on 1 per day) | €2,500 |
| ➤ Sponsorship of <b>coffee breaks</b> (price per break)                 | €1,000 |
| ➤ <b>Insert in participant bag</b>                                      | €500   |

## ADVERTISING IN CERME 10 PROGRAMME BOOK

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All participants will be provided with a CERME 10 programme book. Advertising space is available in this book at the following rates:

- Full Page – €1,000
- Half Page – €650

All sponsorship items are subject to Irish VAT where applicable.

## EXHIBITION SPACE

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Display space is available in the CERME 10 exhibition area located within Croke Park. This modern building, offering natural daylight, is an excellent space for networking. The conference will provide coffee breaks and lunch within the exhibition area providing good exposure for exhibitors.

- Standard display area (3m x 2m) €1,250
- Discounted rate for publishers €850

Exhibitors will receive the following acknowledgements and benefits:

- Acknowledgement on the conference website and programme book
- 1 registration for exhibition stand representative
- 1 conference participant bag per exhibiting company
- Listing in the conference programme book
- Logo on conference website and web-link to sponsor webpage

Exhibition prices are based on space only. Exhibition rates are subject to Irish VAT where applicable. Should a shell scheme be required, there will be an additional charge. Each exhibition space is provided with one trestle table, cloth, two chairs and one double 13-amp socket.

## How to Make a Booking

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All bookings are confirmed through Keynote PCO, conference organiser for CERME 10.

Please see the booking form on the following page.

Contact: Siobhan O'Hare

Email: [cerme10info@keynotepco.ie](mailto:cerme10info@keynotepco.ie)

Tel: +353 (0)1 400 3626

Fax: +353 (0)1 400 3692

Keynote PCO, Suite 26, Anglesea House, 63 Carysfort Ave, Blackrock, Co. Dublin, Ireland.



## Booking Terms & Conditions

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**Cancellations/Postponement & Payments:** 100% of amount is due immediately with booking confirmation. All invoices must be paid within 30 days of the invoice date. Payment can be made by bank wire transfer or credit card (once pre-approved). Bank details will be provided on all invoices. All bank charges are the responsibility of the sender. If the Client fails to submit full payment 1 month prior to the event, Keynote PCO can cancel the Client's participation in the Exhibition with no refund of monies received.

Should an Exhibitor/Sponsor wish to cancel any of its participation (sponsorship, exhibition space, shell scheme, stand services etc.), written notification must be sent to [cerme10info@keynotepco.ie](mailto:cerme10info@keynotepco.ie)

All Sponsorship and Exhibition bookings are non-refundable.

In the event that the conference is postponed for any given reason, the exhibitor/sponsor/advertiser will not be entitled to cancel the exhibition space/sponsorship/advertising or to obtain monetary compensation, but the benefits that have been agreed will remain in place for the rescheduled event. In the event that the conference is cancelled for any given reason, the organisers will refund the exhibition/sponsorship/advertising money to the relevant company, minus any benefits that have been received by the company prior to the cancellation and any expenses incurred by the organisers with respect to the provision of the agreed benefits.

**Stand Assignment, Exhibition Construction & Staff:** Main Sponsor will be offered first preference on exhibition space location. The remainder will be allocated strictly on a first-come, first-served basis and will be confirmed in writing by Keynote PCO with the bookings invoice. If the standard shell scheme is not required and a custom designed stand is to be constructed, a diagram of the proposed stand, with details and dimensions, must be provided. All display constructions require the approval of the Exhibition & Sponsorship Manager at Keynote PCO, two months prior to the conference. No stand may be higher than 2m and outside the dimensions as specified in advance.

Preferences and priorities requested by the Exhibitor/Sponsor as to booth space location will be respected whenever possible. The Exhibition & Sponsorship Manager, however, reserves the right to make reasonable transfers as to the location of the Exhibitor/Sponsor's space should any circumstances arise where it is deemed necessary. No transfers will be made without prior notice to the Exhibitor/Sponsor. Any changes in space locations do not entitle the Exhibitor/Sponsor to cancel the exhibition space or obtain monetary compensation.

The organisers reserve the right to alter the layout of the exhibition area and to remove sections of the space and features such as posters, catering and internet café where or as required.

Exhibitors agree to be present for the full duration of the exhibition during the event. Set up and dismantling of any display/exhibition spaces must only occur during specific allotted times.

Exhibitors are entitled to the number of staff passes indicated in their exhibition package. Additional passes are charged at a rate of €150 per person.

**Insurance and Safety:** The organisers cannot be held responsible for any loss of or damage to any equipment brought in for the Exhibitor's/Sponsor's exhibition. The Exhibitor/Sponsor is therefore advised to ensure adequate insurance cover as necessary including Employers' Liability & Public Liability cover, insurance to cover loss of or damage to exhibits or other personal property. In addition the Exhibitor/Sponsor is required to show proof of insurance liability in the event of damage to the venue. Exhibitors/Sponsors and their representatives shall indemnify and hold harmless CERME, Dublin City University, Croke Park, Keynote PCO and their affiliated agents and employees from any or all liability.

The complete Rules & Regulations will be published in the Technical Information Manual (Exhibition) which will be issued to all exhibitors 1 month before the event. The Rules & Regulations must be fully observed by exhibitors, their contractors and their personnel. The organisers reserve the right to demand changes to, or closure of, any stand that does not conform to these Rules & Regulations. If an exhibitor fails to comply with these Rules & Regulations, the organisers reserve the right to reclaim its exhibition space and resell it, and all monies paid by the exhibitor shall be forfeited.

**Once an exhibiting company has reserved exhibition space, modular booth and/or stand services, it agrees to abide by the payment conditions and cancellation policy plus all further Rules & Regulations in the technical information manual.**

## Exhibition and Sponsorship Booking Form CERME 10

### EXHIBITION BOOKING DETAILS

**Exhibition Stand Name** *to appear on official branding*



**Exhibition Space** (please tick one)      3m x 2m Standard €1,250   
 3m x 2m Publishers €850

### SPONSORSHIP BOOKING DETAILS

Please indicate below the sponsorship opportunity you wish to book.

**Sponsor Name** *to appear on official branding*



Main Sponsor €10,000	<input type="checkbox"/>	Badge Lanyard €3,000	<input type="checkbox"/>
Supporting Sponsor €5,000	<input type="checkbox"/>	Bag Insert €500	<input type="checkbox"/>
Opening Reception €2,750	<input type="checkbox"/>	Advertisement – Full page €1,000	<input type="checkbox"/>
Gala Dinner €4,000	<input type="checkbox"/>	Advertisement – Half page €650	<input type="checkbox"/>
Lunch €2,500	<input type="checkbox"/>	Coffee Break	<input type="checkbox"/>

*If selecting Lunch, please indicate day:*

*If selecting Break, please indicate day & time:*

**Note:** VAT will be applied to all booked items where relevant. Current Irish VAT rate is 23% .

**Total Exhibition and Sponsorship Value:**

€

### INVOICE DETAILS

Please provide all details requested below. Ensure that you provide the full billing/invoice information as it should appear on your invoice. It is important that your VAT number is provided as its omission may cause delay in confirming your booking.

Company Name: \_\_\_\_\_

VAT Number: \_\_\_\_\_ PO Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Tel: \_\_\_\_\_ Email: \_\_\_\_\_

Billing Address: \_\_\_\_\_

Country: \_\_\_\_\_

Signature: \_\_\_\_\_

**Stand Contact Details:** If the representative managing your onsite exhibition stand is different from the invoice contact, please indicate:

Name: \_\_\_\_\_ Email: \_\_\_\_\_

Tel: \_\_\_\_\_