**EXHIBITOR/SPONSOR AGREEMENT**

This document confirms the agreement of the following company/institution to become exhibitor and/or sponsor at the 11th 3DBODY.TECH Conference & Expo, to be held online from 17 to 18 November 2020.

*Note: the different exhibitor/sponsor levels are shortly described at the end of this document.*

Please fill this form, save it and send it by e-mail to the conference office (see below).

You will then receive an invoice with details for the payment of the total fees.

**Exhibitor/Sponsor Details**

Company/Institution:

Address:

**Exhibitor/Sponsor Level**

Please select the exhibitor/sponsor level and details.

Note: only registered participants have access to the online conference platform. Please provide for each

participant a unique email address, which serves as login/identification for the online conference platform.

[ ]  VIRTUAL EXHIBITOR & SPONSOR 1150 CHF

Included virtual exhibition booth: 1

Included online/virtual registrations: 1

Additional online/virtual registrations:   each 500 CHF

[ ]  BRONZE SPONSOR 650 CHF

Included virtual exhibition booth: 1

**Description and Logo**

Please send us by email a short description of your company/institution and a high resolution image (jpeg preferred) of your logo, which we can add to the conference website and use for the conference program.

**Participants**

Please give us the list of names and details for the participants.

Please provide for each participant a unique email address, which

serves as login/identification to access the online conference platform.

Participants: title (Mr/Ms/Dr/Prof), full name, role/function, email

*(Multiple lines ok)*

 [ ]  Check this box if you do NOT consent to have names on the list of attendees, which

 will be made available to the participants of the 3DBODY.TECH Conference & Expo.

Our email policy:

Email addresses will NOT be made available/distributed to other parties.

**Notes**

Please describe/list:

**Prices and Payment Terms**

The prices are indicated in Swiss Francs (CHF) and are inclusive of taxes when/if applicable.

Payment methods: bank transfer on CHF/EUR/USD Swiss bank account; credit cards (VISA, MasterCard, AMEX, Diners) by secure e-payment system (+6% fees); PayPal payment system (+6% fees).

Invoicing and payments are possible in CHF, EUR, USD (AMEX credit card: CHF only).

The current exchange rates will be applied for invoices in EUR, USD.

Payment method:

[ ]  Bank transfer with IBAN & SWIFT/BIC on USD/EUR/CHF Swiss bank account

[ ]  Credit card (VISA, MasterCard, AMEX, Diners) by secure e-payment, +6% fees

[ ]  PayPal and other credit cards through PayPal payment system, +6% fees

Preferred currency of the invoice and payment:

[ ]  CHF (Swiss Francs), [ ]  EUR (Euro), [ ]  USD (US Dollars)

**Modification / Cancellation / Refund Policy**

Additional registrations/modifications:

Additional registrations or modifications of confirmed details are possible without limitations and without hidden administration charges/fees.

However, it may happen that some desired modifications will not the possible depending on the case.

Cancellation:

Cancellation of confirmed exhibitor & sponsor levels is partially possible as a downgrade to BRONZE sponsor, before 13 November 2020. We reserve the right to refuse a downgrade after this date.

Refund by bank transfer in CHF: difference of paid fees in CHF and the downgraded level, less 100 CHF administration charge and 6% credit card charge (if applicable, for payments made by credit card).

**Event Postponement / Cancellation Policy**

In case of event postponement or event cancellation, the following two options will be given

to confirmed exhibitors & sponsors:

• Transfer of the agreement with equal conditions and without any additional costs

 to the event at postponed dates or to the event of next year.

• Cancellation of the agreement and refund of all paid fees in CHF by bank transfer in CHF,

 less 6% credit card charge (if applicable, for payments made by credit card).

**Responsibility**

The exhibitor is fully responsible for the information and documentation made available

through the online/virtual conference platform.

**Responsible/Contact Person**

Name and position:

Telephone:

Email:

Place and date:

Please save the filled form and send it to the conference office by e-mail: info@3dbody.tech

**Contact Details**

Conference office: HOMETRICA CONSULTING - Dr. Nicola D’Apuzzo

 Via Collegio 28, CH-6612 Ascona, Switzerland

 Tel.: +41.91.791.5524

Conference website: [www.3dbody.tech](http://www.3dbody.tech)

Conference email:

info@3dbody.tech

**LEVELS AND BENEFITS FOR EXHIBITORS AND SPONSORS**

The following levels for exhibitors and sponsors are available:

**VIRTUAL EXHIBITOR AND SPONSOR**

The following benefits are offered:

- virtual exhibition booth (logo, information, contact, list of representatives, 1 video, documents)

- 1 online/virtual registration with full access to the online conference platform

 (all live streams, all pre-recorded contents, all group discussions, networking tools)

- networking opportunities with messaging, chatting, 1-to-1 video calls

- online presentation at a technical session (FCFS, upon availability in the program)

- 1 scheduled live-stream session (e.g. for demonstrations), self-managed

- logo, link and short description on conference website and program

Costs:

1150 CHF basic fees, with virtual booth, 1 virtual full registration included

 500 CHF for each additional virtual registration

Unlimited places of this exhibitor and sponsor level are available

**BRONZE SPONSOR**

The following benefits are offered:

- virtual exhibition booth (logo, information, contact, 1 video, documents)

- logo, link and short description on the conference website and program

Costs:

650 CHF basic fees, with virtual booth

Unlimited places of this sponsor level are available.

**CONFERENCE OFFICE**

Conference office: HOMETRICA CONSULTING - Dr. Nicola D'Apuzzo

 Via Collegio 28, CH-6612 Ascona, Switzerland

 Tel.: +41.91.791.5524

Conference email: info@3dbody.tech

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