**3DBODY.TECH 2025 - EXHIBITOR AGREEMENT**

This document confirms the agreement of the following company/institution to become exhibitor at the

16th 3DBODY.TECH Conference and Expo, to be held on 21-22 Oct. 2025, in Lugano, Switzerland.

Please fill this form, save it and send it by e-mail to the conference office at info@3dbody.tech.

The office will then prepare an invoice with details for the payment of the due fees.

**Exhibitor/Sponsor Details**

Company/Institution:

Address:

**Exhibitor Level**

Please select the exhibitor level and options (additional registrations, additional space).

*Note: the different exhibitor levels and options are described at the end of this document.*

[ ]  GOLD EXHIBITOR: 3600 CHF

Included exhibition space: 9m2=3x3m (100ft2=10x10ft)

Included registr./participants: 3 onsite and 1 online

Included presentations: opening session (short), technical sessions (multiple)

Included infrastructure: 1-2 tables (desk size), 2-4 chairs, electric plug, dedicated WiFi

[ ]  SILVER EXHIBITOR: 2300 CHF

Included exhibition space: 4m2=2x2m (42ft2=6.5x6.5ft)

Included registr./participants: 2 onsite and 1 online

Included presentations: opening session (short), 1 at technical sessions

Included infrastructure: 1 table (desk size), 2 chairs, electric plug, dedicated WiFi

[ ]  BRONZE EXHIBITOR: 1200 CHF

Included exhibition space: 2m2=2x1m (21ft2=6.5x3.3ft)

Included registr./participants: 1 onsite and 1 online

Included presentations: 1 at technical sessions

Included infrastructure: 1 table (desk size), 2 chairs, electric plug, dedicated WiFi

[ ]  BASIC SPONSOR: 700 CHF

Included registr./participants: 1 online

[ ]  ADDITIONAL EXHIBITION SPACE:

Additional exhibition space in m2:    each m2 150 CHF

or specify the total required exhibition space in meters or feet:       x

[ ]  ADDITIONAL REGISTRATIONS/PARTICIPANTS:

Additional onsite registrations/participants:

Additional 1-day registrations/participants:

Additional online registrations/participants:

Fees (with incremental discount):

1 additional onsite registration/participant: 700 CHF

2 additional onsite registrations/participants: 1300 CH

3 additional onsite registrations/participants: 1800 CHF

1 additional 1-day registration/participant: 400 CHF

2 additional 1-day registrations/participants: 700 CHF

1 additional online registration/participant: 300 CHF

2 additional online registrations/participants: 500 CHF

1 upgrade to onsite registration/participant: 400 CHF

[ ]  ADDITIONAL INFRASTRUCTURE:

*Note: indicative prices, to be confirmed upon availability (from external service provider).*

55" TV/Monitor, HDMI, floor stand:   700 CHF

48" TV/Monitor, HDMI, floor stand:   600 CHF

Wired LAN Internet:   100 CHF

Small high tables:   each 40 CHF

High chairs:   each 35 CHF

[ ]  ADDITIONAL REQUIREMENTS (storage space, hostesses/helpers/models, pallet jack, etc.)

Please describe/list:

Discount codes, additional notes/comments:

**Description, Products’ Images and Logo**

Please send us by email a short description of your company/institution, some products’ images and

your logo (png with transparency), which we can use for the conference website and program.

**Participants**

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

*Important note: please provide for each participant a unique email address,*

 *which serves as login to access the online conference platform.*

Participants: title (Mr/Ms/Dr/Prof), full name, role/function (e.g. CTO, CEO, etc.), email, registration type

*(Multiple lines ok)*

Note on our email policy: email addresses will NOT be made available/distributed to other parties.

**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, MC,

AMEX, Diners, UnionPay) by secure e-payment system (+6% fees); PayPal system (+6% fees).

Invoicing and payments are possible in CHF, EUR, USD (AMEX, Diners, UnionPay: 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, UnionPay) by secure e-payment, +6% fees

[ ]  PayPal payment system, +6% fees

Preferred currency of the invoice and payment:

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

**Modification / Cancellation / Refund Policies**

Upgrades and modifications:

Upgrades of exhibitor levels and modifications of confirmed details (e.g. name of participants)

are possible without limitations and without administration charges/fees.

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

Cancellations:

Cancellations received before 15 July 2025 will receive the refund of 75% of the paid fees.

Cancellations received until 15 August 2025 will receive the refund of 50% of the paid fees.

Cancellations received until 15 September 2025 will receive the refund of 25% of the paid fees.

No refunds will be made for cancellations received after 15 September 2025.

Refunds will be made by bank wire transfer in CHF, refunds directly on credit cards will not be possible.

**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 equipment/material exhibited at the venue. It is specifically understood that the exhibitor assumes responsibility and liability for any damage caused by its equipment/material.

**Release/Notice of Filming and Photography**

By attending and entering 3DBODY.TECH 2025 Conference & Expo, you are entering an area where photography, audio, and video recording may occur. By entering the event premises, you consent to such recording media and its release, publication, exhibition or reproduction.

**General Terms & Conditions, Privacy Policies**

Please refer to the terms available at our website at <https://3dbody.tech/terms.html>

**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

 Contrada Maggiore 2, 6612 Ascona, Switzerland

 Tel.: +41.91.791.5524

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

Conference email:

info@3dbody.tech

**3DBODY.TECH 2025 - Levels and benefits for exhibitors**

**GOLD exhibitor**

Ideal for manufacturers exhibiting large equipment (e.g. 3D full body scanner).

3600 CHF basic fee,

with 9m2 (100ft2) exhibition space, 3 onsite and 1 online registrations/participants, profile on event platform,

short presentation at the opening and multiple presentations at the technical sessions.

Limited places of this exhibitor and sponsor level are available (FCFS policy).

The following benefits are offered:

- 9m2=3x3m (100ft2=10x10ft) space at the technical exhibition during 2 full days

- larger exhibition space possible: 150 CHF per additional m2

- provided: tables (desk size), chairs, electric plug, dedicated WiFi

- 3 onsite registrations/participants, 1 online registration/participant

- additional registrations/participants possible: see the fees below

- multiple presentations at the technical sessions

- short presentation at the opening session

- live demonstration streamed and recorded

- company profile on the event platform/app

- access and personal profile on the event platform/app for all registered participants

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

- promotion on our social media (multiple times, before and after the conference & expo)

**SILVER exhibitor**

Ideal for manufacturers exhibiting portable/desktop equipment or for providers of solutions and systems.

2300 CHF basic fee,

with 4m2 (42ft2) exhibition space, 2 onsite and 1 online registrations/participants, profile on event platform,

short presentation at the opening and 1 presentation at the technical sessions.

Limited places of this exhibitor and sponsor level are available (FCFS policy).

The following benefits are offered:

- 4m2=2x2m (42ft2=6.5x6.5ft) space at the technical exhibition during 2 full days

- larger exhibition space possible: 150 CHF per additional m2

- provided: 1 table (desk size), 2 chairs, electric plug, dedicated WiFi

- 2 onsite registrations/participants, 1 online registration/participant

- additional registrations/participants possible: see the fees below

- 1 presentation at the technical sessions

- short presentation at the opening session

- live demonstration streamed and recorded

- company profile on the event platform/app

- access and personal profile on the event platform/app for all registered participants

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

- promotion on our social media (multiple times, before and after the conference & expo)

**BRONZE exhibitor**

Ideal for manufacturers exhibiting mobile/portable equipment or for providers or software solutions.

1200 CHF basic fee,

with 2m2 (21ft2) exhibition space, 1 onsite and 1 online registration/participant, profile on event platform,

1 presentation at the technical sessions.

Limited places of this exhibitor and sponsor level are available (FCFS policy).

The following benefits are offered:

- 2m2=2x1m (21ft2=6.5x3.3ft) space at the technical exhibition during 2 full days

- larger exhibition space possible: 150 CHF per additional m2

- provided: 1 table (desk size), 2 chairs, electric plug, dedicated WiFi

- 1 onsite registration/participant, 1 online registration/participant

- additional registrations/participants possible: see the fees below

- 1 presentation at the technical sessions

- live demonstration streamed and recorded (upon availability)

- company profile on the event platform/app

- access and personal profile on the event platform/app for all registered participants

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

- promotion on our social media (multiple times, before and after the conference & expo)

**BASIC sponsor**

Ideal for manufacturers or solution providers not participating onsite at the conference & expo.

700 CHF basic fee,

with 1 online registration, profile on event platform.

Unlimited places of this exhibitor and sponsor level are available.

The following benefits are offered:

- 1 online registration/participant

- additional registrations/participants and upgrade to onsite possible: see the fees below

- company profile on the event platform/app

- access and personal profile on the event platform/app for all registered participants

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

**Notes on registrations/participants**

- All the participants of exhibitors have to be registered.

- All exhibitors packages includes a number of registrations/participants.

- Additional registrations/participants can be added as option.

- Onsite registrations give access to all sessions, the exhibition, the event platform/app with all its contents

 (during and 60 days after the conference & expo), the proceedings and include coffee breaks and lunches.

- Online registrations give access to the event platform/app and the proceedings.

**Additional registrations/participants** (incremental discount)

- 1 additional onsite registration/participant: 700 CHF

- 2 additional onsite registrations/participants: 1300 CHF

- 3 additional onsite registrations/participants: 1800 CHF

- 1 additional 1-day registration/participant: 400 CHF

- 2 additional 1-day registrations/participants: 700 CHF

- 1 additional online registration/participant: 300 CHF

- 2 additional online registrations/participants: 500 CHF

- 1 upgrade to onsite registration/participant: 400 CHF

**Additional infrastructure, options for GOLD, SILVER, BRONZE exhibitors**

Additional exhibition space:

- 150 CHF for each additional 1m2 (10ft2)

Additional infrastructure:

*Note: indicative prices, to be confirmed upon availability (from external service provider)*

- 700 CHF for 55” TV/Monitor, HDMI, floor stand

- 600 CHF for 48” TV/Monitor, HDMI, floor stand

- 100 CHF for wired LAN Internet

- 40 CHF for small high table (each)

- 35 CHF for high chairs (each)

The following options are offered upon request:

- storage space at the venue, hostesses/helpers/models, pallet jacks, other infrastructure

**Prices and payment**

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

Payment methods:

- Bank transfer in CHF/EUR/USD with IBAN & SWIFT/BIC on CHF/EUR/USD Swiss bank account.

- Secure e-payment in CHF/EUR/USD for credit cards VISA, MasterCard, AMEX (CHF only), Diners (CHF only),

 Discover (CHF only), UnionPay (CHF only) and mobile payments MasterPass, Twint (CHF only). Note: +6% fees.

- PayPal in CHF/EUR/USD. Note: +6% fees.

**Modification / cancellation / refund policies**

Upgrades and modifications:

- Upgrades of exhibitor levels and modifications of confirmed details (e.g. names of participants)

 are possible without limitations and without administration charges/fees.

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

Cancellations:

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- 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 equipment/material exhibited at the venue. It is specifically understood

that the exhibitor assumes responsibility and liability for any damage caused by its equipment/material.

**ATA Carnet**

We suggest exhibitors to apply for a ATA Carnet, an international customs and temporary export-import document.

It is used to clear customs without paying import taxes on merchandise that will be re-exported within 12 months.

**Summarize/comparison table**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | **GOLD****exhibitor**  | **SILVER****exhibitor** | **BRONZE****exhibitor**  | **BASIC****sponsor**  |
| Basic fee | 3600 CHF | 2300 CHF | 1200 CHF | 700 CHF |
| Included exhibition area | 9m2=3x3m (100ft2=10x10ft) | 4m2=2x2m (42ft2=6.5x6.5ft) | 2m2=2x1m (21ft2=6.5x3.3ft) | - |
| Included infrastructure | tables (desks), chairs, el. plug, dedicated WiFi | 1 table (desk),2 chairs, el. plug, dedicated WiFi | 1 table (desk),2 chairs, el. plug,dedicated WiFi | - |
| Included registrations/participants | 3 | 2 | 1 | - |
| Included online reg./participants | 1 | 1 | 1 | 1 |
| Additional exhibition space | 150 CHF each 1m2 (10ft2) | - |
| Additional reg./participants | +1: 700 CHF, +2: 1300 CHF, +3: 1800 CHF |
| Additional 1-day reg./participants | +1: 400 CHF, +2: 700 CHF |
| Additional online reg./participants | +1: 300 CHF, +2: 500 CHF |
| Upgrade to onsite reg./participant | 1 upgrade: 400 CHF |
| Presentations at technical sessions | yes, multiple | yes | yes | - |
| Short presentation atthe opening session | yes | yes | - | - |
| Demonstration live streamedand recorded | yes(priority on slot) | yes | yes(upon availability) | - |
| Details on website and program | logo, text, link |
| Details on event platform/app | company profile + personal profile for each registration/participant |
| Promotion on our social media | multiple times, before and after the event |

**Conference office**

HOMETRICA CONSULTING - Dr. Nicola D’Apuzzo, Contrada Maggiore 2, 6612 Ascona, Switzerland

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