



16th World Road Meeting

ORDER FORM

Sharing the road

Please return this order form before January, 31st 2010 to the following address:

PACKAGE ORGANISATION – Pascale Pouyet-Camus
 Cité internationale I 10, quai Charles de Gaulle I 69463 Lyon cedex 06 I France
 Tel: +33 (0)4 78 176 176 - Fax: +33 (0) 4 78 176 257 – Mail: pascale.pouyet@gl-events.com

Please indicate your requirements overleaf.

Contact details

Company Name:

Address:

Name of contact person:

Postcode: Town:

Country: E-mail:

Telephone: Fax:

Intra-community VAT n°: SIRET n°:

Billing address (If different from above)

Company Name:

Address:

Name of contact person:

Postcode: Town:

Country: E-mail:

Telephone: Fax:

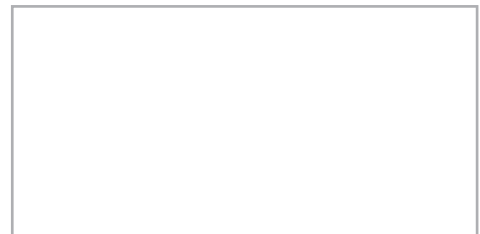
Payment	50% including VAT on ordering (no order will be processed without payment) – Balance including VAT by April 1st 2010 – Payment by cheque or bankers order payable to Package SA. Bank Details: Banque Rhône-Alpes – Bank Code: 10468 – Sort code: 02353 – Account number: 10563500200 – Key: 70 Note: bank charges of €30 are incurred for all overseas payment.	
Cancellation – Refunds	In case of cancellation, you will be liable for the full sum of the order.	
Total excl. VAT =		€.....
Bank charges for overseas payment (€30)=		€.....
VAT 20% =		€.....
TOTAL INCL. VAT =		€.....
Account for 50% incl. VAT =		€.....

I, the undersigned (name of person in charge):,

certify that I have read and approved the general conditions of reservation.

Date / /
 Signature (obligatory)

Company stamp (obligatory)



EXHIBITION AREAS	PRICE excl. VAT	TOTAL
Bare stand <ul style="list-style-type: none"> • From 12 to 36 m²: • From 37 to 108 m²: • 108 m² and over: 	Graded Price per m ² €290/m ² €275/m ² €250/m ²	€ € €
Basic shell scheme stand construction	€95/m ²	€
Luxury shell scheme stand construction	€115/m ²	€
Additional exhibitor badge <ul style="list-style-type: none"> • Before 31.12.2009 • Until 30.03.2010 • After 30.03.2010 	€250 €275 €300	€ € €
AREAS SPONSORING		
1. Sponsorship of Meetings	€5.000	€
2. Billboard advertising in theme-based areas	€5.000	€
3. Internet Café sponsoring	Consult Us	€
4. Business Centre sponsoring	€15.000	€
5. Sponsoring delegates' meeting packs		
5a. Official delegates' bag	€14 each	€
5b. Pocket programme	€2.500	€
5c. Notepads or pens	€1.500	€
5d. Document inserted in the delegates' bag	€1.500 Per inclusion	€
5e. Badge holder ribbons	€4.000	€
5f. CD-ROM of abstracts	€10.000	€
5g. USB key of conference reports	€10.000	€
6. Targeted communications		
6a. Mass e-mail invitations	€3.000	€
6b. E-Newsletter	€3.000 For 1 issue	€
7. Reception areas		
7a. Coffee breaks	€3.000 Per coffee break	€
7b. "Food Fair" welcome reception	Consult Us	€
7c. Gala evening	Consult Us	€
7c. Organise your event on measure	Consult Us	€
8. Services		
8a. Private suites/VIP rooms	€10.000	€
8b. Press room	€10.000	€
8c. Signs	Consult Us	€
9. Advertising		
9a. Advertising in the final programme <ul style="list-style-type: none"> • Full page on back cover • Full page on inside front cover • Full page on inside back cover • Full inside page • 1/2 inside page • Plastic bookmark insert 	€8.000 €6.000 €6.000 €4.000 €2.500 €4.000	€ € € € € €
9b. Personalised Post-it® dispenser	€4.000	€
	Total excl. VAT	€
	VAT 20 %	€
	Total incl. VAT	€

* The stands will be allocated in order of receipt of order forms.

General conditions:

- The Organiser intends to retain complete control over the organisation of the trade fair, exhibition or other commercial events which it is organising and does not justify its decisions to grant or refuse admission to any candidates.
- Reservations only become effective upon signature of a reservation agreement and settlement of a down payment. Accordingly, the Hirer hereby undertakes to pay the full price.
- Any service which is not provided for by the agreement must be subject to a further order.
- Any complementary services (namely food and beverages) must have the approval of the Organiser and must be provided by the Organiser's services.
- The undertakings of the Organiser with regard to prices are stated exclusive of VAT. The taxes and rates in force upon the date of payment shall be added to all prices. The payment terms for CME are as follows: settlement of 50% of the total amount inclusive of VAT upon order (no reservation will be taken into account without the settlement of this down payment).
- The Hirer undertakes to subscribe to all the insurance policies necessary (more particularly a civil liability policy for Exhibitors, a policy to cover the theft of the products exhibited).
- The Exhibitors are required to be familiar and comply with the security measures imposed by the Public Authorities, or, where the case may be, taken by the Organiser.