



STAND BOOKING FORM

Please complete and return this form to ria.vandenboogaert@fefco.org

General rules

1. Exhibitor space is rented for the duration of the Seminar (3 days);
2. The modules shown on the floor plan correspond to units of **9 m²**, which is the standard size available;
3. The cost for a **9 m²** stand is **1600 € (excl. 7.7 % VAT)**. This cost covers for the space renting only. The stand walls, furniture and equipment have to be ordered separately;
4. Each company may have up to 4 stands of 9 m² maximum; subject to availability;
5. The stand allocation will be carried out on a first come first served basis. FEFCO will do its utmost to satisfy all requests;
6. FEFCO will send the stand(s) reservation confirmation as soon as possible after receipt of the stand booking form;
7. FEFCO will send you the stand fee invoice once the stand booking is confirmed;
8. Exhibitors must register at least one person to look after the stand during the full seminar; exhibitors can buy the exhibition pass online [here](#);
9. Exhibitors can order the stand walls, furniture and equipment on the event website [here](#);
10. Exhibitors with unpaid invoices will not be able to exhibit. Please make sure you have no outstanding invoices.

Stand preference

Number of stands you wish to have (maximum 4 of 9m² each):

Stand reference number (please list by preferred order):

- 9 m² (1 stand)
- 18 m² (2 stands)
- 27 m² (3 stands)
- 36 m² (4 stands)

Person in charge of the stand

Title Mr Mrs Ms

First Name Last Name Position

Phone Email*

** Please fill out email (in capital letters) - Communication will be by email!*

Company
Address
Post Code City Country
VAT n°

Billing details

Company
Address
Post Code City Country
VAT Number

Cancellation policy

Only cancellations submitted online or in writing to houriet.lefebvre@fefco.org will be accepted.

- 50 % refund for cancellations received prior to **5 August 2019**
- No refund for no-show and or cancellations received after 5 August 2019

Company's activities

- | | |
|---|--|
| <input type="checkbox"/> Machinery, accessories & equipment | <input type="checkbox"/> Paper |
| <input type="checkbox"/> Starch | <input type="checkbox"/> R&D |
| <input type="checkbox"/> Inks | <input type="checkbox"/> Trading |
| <input type="checkbox"/> Additives | <input type="checkbox"/> Consultancy |
| <input type="checkbox"/> Dies | <input type="checkbox"/> Certifying body |
| <input type="checkbox"/> Print plates | <input type="checkbox"/> Standardization Institute |
| <input type="checkbox"/> Prepress services | <input type="checkbox"/> Other, |
| <input type="checkbox"/> Services (non-pre-press) | |

Date and place:

Signature:

[Please remember to book your hotel!](#)