



Société Française de Microbiologie

19E CONGRÈS NATIONAL DE LA SFM

MICROBES

7-9 octobre 2024

Bienvenue chez les Microbes



SPONSORSHIP OPPORTUNITIES AND BOOTH RESERVATION FORM

PLEASE RETURN AS SOON AS POSSIBLE TO:

Alpha Visa Congrès / SFM 2024
624 rue des Grèzes - 34070 Montpellier - France
Tel: +33 4 67 03 03 00
E-mail: sfm-spr@alphavisa.com

FOR OFFICE USE ONLY

Date réception du dossier :
N° du dossier :
Code sponsor :

Please download and save this document on your computer before filling it out and sending it back by email.

1 Exhibitor information

Contact person

First name Family name Position
Company name*
Address*
Post code* Town* Contry*
Phone* Direct phone Mobile phone
E-mail E-mail to be published*

Trade register Legal status (Plc., Inc., GmbH...)

Intra-community VAT number

Managing Director

Logo and communication (if you were not sponsor in 2023 or if your logo has changed)

We invite you to send us your website address:
as well as your company logo in high definition to sfm-spr@alphavisa.com.
Your logo will appear on the congress website and on the different communication media during the congress.

2 Company's activity ⁽¹⁾

In French - two lines maximum*

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.....

* Information to be published in the book of abstracts.

⁽¹⁾ The exhibitor agrees as a condition of exhibiting or presenting the products and articles listed above to the exclusion of all others. The exhibitor agrees to obtain the necessary rights to present on his booth the firms and products named. In case of any disagreement on the existence and extent of these rights, Alpha Visa Congrès will not see their responsibility engaged, in any way or for any reason.

3 Symposium package

CODE		AMOUNT €
5911	12 m² booth	non-equipped: € 19,250 excl. VAT
5914		equipped : € 20,330 excl. VAT
	with carpet (automatically included) or 6027 without carpet	
	<ul style="list-style-type: none"> • A 45' symposium • Publication of your company logo on the congress website • Promotional insert in delegate bags • 4 free congress registrations including access to conferences, 2 lunches, 4 coffee breaks and the welcome cocktail (additional badges: free on 7 October and/or € 33 incl. VAT for each day of attendance (with lunch) on the 8 and 9 October 2024) • iPhone or Android application to scan delegates badges 	
3 - Total (excl. VAT) = €		excl. VAT

4 Give voice to the industrials

CODE		AMOUNT €
	We would like to hear your speech at a plenary session	
6411	Oral presentation 'Industry Symposia' ^(1/2) : 6 minutes / € 1.500 (excl. VAT) x	= € excl. VAT
4 - Total (excl. VAT) = €		excl. VAT

5 Marketing

CODE		AMOUNT €
	We wish to participate in the annual Congress 'SFM 2024', to be held at the 'Lille Grand Palais' in Lille, France from 7 to 9 October 2024, by supporting:	
6201	Laynarc NOT AVAILABLE delegate badges for participants ^(1/2/3)	: € 1,500 excl. VAT
6202	Delegat NOT AVAILABLE participants ^(2/3)	
6203	Delegate notepads for participants ^(2/3)	
6204	Delegat NOT AVAILABLE participants ^(2/3)	
6206	Goodies ^(2/3) - Specify):	
6209	Travel and accommodation expenses for one or several speakers ⁽²⁾	
6105	Application sponsorship* ^(1/2)	: € 4,000 excl. VAT
6106	Wi-Fi sponsorship* ^(1/2)	: € 3,500 excl. VAT
6107	Photo contest sponsorship** ^(1/2)	: € 1,500 excl. VAT
	We wish to sponsor (please send us your sponsorship proposal):	
6109	Coffee break ^(1/2/3)	: € 2,500 excl. VAT
6120	Lunch ^(2/3)	
6133	Conference Dinner Welcome drinks on Tuesday 8 October ^(2/3)	
6135	Conference Dinner on Tuesday 8 October ^(2/3)	
6159	Other (please specify):	
* Publication of your company logo on the congress website and program. ** Publication of your company logo on the program.		
	We wish to insert an advertisement in the form of:	
6301	Promotional insert in delegate bags (A4 or A3 folded in half) ^(1/3)	: € 300 excl. VAT
	Advertising insert in the book of abstracts:	
6314	back cover 2 (A4 colored) ⁽¹⁾	: € 1,000 excl. VAT
6317	back cover 3 (A4 colored) ⁽¹⁾	: € 800 excl. VAT
6320	one A4 colored page ⁽¹⁾	: € 600 excl. VAT
5 - Total (excl. VAT) = €		excl. VAT

6 Booth reservation

CODE	1 DESCRIPTION (see services description page 4)	AMOUNT €																				
6001	Non-equipped booth. Unit: 6 m ² or 9 m ² . Number of m ² required: x = m ² € 545 excl. VAT / m ² x m ²	= € excl. VAT																				
6011	Equipped booth. Unit: 6 m ² or 9 m ² . Number of m ² required: x = m ² € 615 excl. VAT / m ² x m ²	= € excl. VAT																				
Sign for equipped booth only:																						
<table border="1" style="width: 100%; height: 20px;"> <tr> <td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td> </tr> </table>																						
6019	Start-up offer: € 600 excl. VAT 6 m ² exhibition space with 1 table (cloth not included), 2 chairs and one space for 1 kakemono (to provide)	= € excl. VAT																				
Please indicate if you need to book a booth: with carpet (automatically included) <u>or</u> 6027 without carpet																						
6.1 - Total (excl. VAT) =		€ excl. VAT																				
CODE	2 ADDITIONAL SERVICES	AMOUNT €																				
Extra power supplies (optional)																						
6031	• Single-phased box 1kW - 5 A : € 173 excl. VAT	= € excl. VAT																				
6034	• Single-phased box 3kW - 16 A : € 265 excl. VAT	= € excl. VAT																				
6037	• Single-phased box 6kW - 32 A : € 362 excl. VAT	= € excl. VAT																				
	Other (please specify):	= € excl. VAT																				
6054	Booth cleaning service (optional) Cost: € 7.00 excl. VAT / m ² x m ²	= € excl. VAT																				
6061	Rental of one table and two chairs (optional) Table (cloth not included): € 70 excl. VAT x number of table(s) required	= € excl. VAT																				
Coffee machine rental - Refills																						
6071	• 100 cups, sugar bags, stirrers, 1kg of coffee bean (around 125 coffees) Cost: € 190 excl. VAT x	= € excl. VAT																				
6072	• Refill: coffee bean - 250g - Cost: € 25 excl. VAT x	= € excl. VAT																				
6077	Laptop PC computer € 200 excl. VAT x Number of laptop PC computer(s) required	= € excl. VAT																				
TV screen rental - HDMI and USB ports (with base to put on a table) Price includes: rental, delivery, removal, setting up, 1 HDMI cable																						
6084	• 1 LED TV screen full HD Samsung - 121 cm : € 190 excl. VAT	= € excl. VAT																				
6087	• 1 LED TV screen full HD Samsung - 138 cm : € 220 excl. VAT	= € excl. VAT																				
6091	• Stand for the TV screen (optional) : € 190 excl. VAT	= € excl. VAT																				
6.2 - Total (excl. VAT) =		€ excl. VAT																				

Please return the completed form with a 40% deposit.

The outstanding balance must be paid upon receipt of the invoice and before the congress. (See payment options on page 5)

Total excl. VAT = € excl. VAT

VAT 20% = €

Total incl. VAT = € incl. VAT

7 Booth location

See temporary floor plan at: https://www.alphavisa.com/sfm/2024/documents/Plan-Expo_SFM2024.pdf

Please indicate your 3 choices of location (in order of preference) mentioning the booths numbers:

1st choice: # 2nd choice: # 3rd choice: #

In case of exceptional technical incidents, Alpha Visa Congrès / SFM 2024 reserves the right to modify the location initially chosen upon registration.

The undersigned agrees to pay the amount due for their participation, under the above conditions. Registration is given according to the rule that they declare to know and accept all prescriptions, as well as the new dispositions or modifications that the organisers may adopt. It is forbidden to cede or to sub-let one's booth in any manner.

8 Services description

1 Booth reservation includes:

- administrative charges,
- exhibitors badges,
- exhibitor technical guide,
- iPhone or Android application to scan delegates badges,
- list of participants of the book of abstract,
- one free congress registration (reserved for you or your colleagues) per 6 m² unit or one per 9 m² unit (including access to conferences, the congress documents, 2 lunches, 4 coffee breaks and the welcome cocktail). For additional badges: free on 7 October and/or € 33 incl. VAT for each day of attendance (with lunch) on the 8 and 9 October 2024,
- publication of your company contact details in the list of exhibitors of the book of abstracts,
- publication of your company logo on the congress website and on the different communication media during the congress.

2 Exhibition area

The 'Le Square' area is located on level 3 of the 'Lille Grand Palais'.

- Height beneath the ceiling: 3.90 m.
- Floor: parquet.
- Maximum weight allowed: 500 kg/m².
- Lift dimensions: 2 m (depth) x 2.10 m (height) x 0.90 m (width) - Maximum load: 1 ton.
- Access to delivery dock: access from delivery street - freight elevator level 3 - unloading possible but no parking.

3 Booths

3.1 Non equipped booths (6m², 9m²)

They are delivered **without wall, without equipment, without sign, without power supply or furniture. With blue carpet only.**

3.2 Equipped booths (6m², 9m²)

Include:

- 1 wall,
- 1 sign,
- 1 power supply of 1 kW - 5A single-phased,
- 1 unit of spotlights,
- blue colored carpet.

Furniture not included.

4 Insurance

The exhibitor agrees to contract insurance for their civil liability and for the equipment displayed on the booth, and to provide a copy to Alpha Visa Congrès.

5 Additional services

Order forms for additional services will be available in the exhibitor technical guide to be sent about 1 month before the event.

9 Additional information

Information regarding furniture rental, plants order and accommodation will be sent later on.

If you wish to receive more specific information, please check the appropriate box(es):

Meeting room rental

Private dinners organization

Breakfasts organization

Booth sharing opportunities or mini-booth reservation

Other (please specify):

10 Payment

Booth reservation will be taken into account only upon receipt of the deposit.

Payment by:

Bank cheque. Please make out your cheque in euros and payable in France to: **Alpha Visa Congrès / SFM 2024**

Bank transfer. Please indicate the following references: SFM 2024 - Company name.

BAN code: FR76 1350 6100 0062 1508 6300 032 - **BIC code:** AGRIFRPP835

Bank charges to be paid by the exhibitor.

Purchase orders may be accepted in some cases. If you have any difficulties, please contact Alpha Visa Congrès / SFM 2024.

11 Invoice address (if different)

Company / Institute

Department

Address

Post code Town

State / Province Country

Your company's intracommunity VAT number

Phone E-mail

12 General terms and Conditions of sales

To consult [here](#).

13 VAT reclaim for non French resident companies

To consult and download pdf [here](#).

14 Agreement

Having taken note of the conditions of participation and General Terms and Conditions of Sales, the exhibitor requests to register, being aware that the organizers have the final say on the admission and allocation of booths.

In, on / /

**Signature and stamp of the company
preceded by 'Read and approved'**