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Description automatically generated

**Intergalva 2024 – Exhibition Booking Form**

|  |  |  |
| --- | --- | --- |
| **1st choice** | Site No |  |
| **2nd choice** | Site No |  |
| **3rd choice** | Site No |  |

Please note the Terms and Conditions on page 2.

Invoicing Details

|  |  |
| --- | --- |
| **Contact Name** |  |
| **Company Name** |  |
| **Address** |  |
|  |
|  |
| **VAT Registration No** |  |
| **Email** |  |
| **Telephone** |  |

Contact Details for Exhibition Administration (if different to above)

|  |  |
| --- | --- |
| **Contact Name** |  |
| **Company Name** |  |
| **Email** |  |
| **Telephone** |  |

Please return this form to EGGA by email to: [kimberley@egga.com](mailto:kimberley@egga.com).

**Terms and Conditions**

Payment Terms:

* A 25% deposit is required, on booking, to secure the site
* The remainder of the site fee is payable by 8 April 2024

Cancellations of bookings may be made on the following basis:

* Cancellation before 8 April 2024, a 25% cancellation charge applies.
* Cancellation after 8 April 2024, 100% of the booking will be charged.

Obligations of exhibiting companies:

* To study and observe the Technical Guidelines and Rules of the BMCC Bruges
* To respect the event rules and requirements set by the Organisers
* Not to sub-let, or share, exhibition space with companies that are not registered as the exhibiting company without the written permission of the Organisers
* To adhere to the set-up and break-down schedule set by the Organisers

Staff:

* Exhibiting companies will be entitled to have present in the Exhibition Hall, a specified number of ‘Exhibitor Staff’ that are not required to register as conference delegates. The ‘Exhibitor Staff’ shall have access to all conference coffee breaks, lunches and the Welcome Party in the Exhibition Hall.
* The specified number of Exhibitor Staff for each exhibitor are indicated in the Exhibition sales document.
* Exhibitor Staff shall wear the event badge provided to them at all times when present in the BMCC Bruges
* Exhibitor Staff may add participation at Gala Dinner and sightseeing tours at additional cost.
* Exhibitor Staff cannot register an Accompanying Person or participate to visits to galvanizing plants (these options are available to conference delegates)
* Exhibiting companies may register conference delegates at preferential terms (details available separately).