

24<sup>th</sup> Congress and General Assembly of the International Union of Crystallography Hyderabad International Convention Centre 21 - 28 August 2017, Hyderabad, India

Sponsorship and **Exhibitor Prospectus** 

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## **About the Congress**

The 24<sup>th</sup> Congress and General Assembly of the International Union of Crystallography will be a state-of-the-art international convention set in the unique ambience of India. We extend a warm welcome to crystallographers from all across the world!

The Hyderabad International Convention Centre (HICC), a green globe certified convention center, is the first of its kind in South Asia and compares to the best in the world in infrastructure, technology and service and is the venue for the 24th Congress and General Assembly of the International Union of Crystallography. A 5-star hotel is adjacent to the HICC and 200 rooms have been secured here at a very competitive rate for the convenience of registrants. Several luxury and high-quality hotels within easy shuttle distance of HICC will also be available for participants. Affordable serviced apartments, some of them within walking distance of HICC, will be available to students as well as scientists in need of budget options.

The International Program Committee of 36 experts has prepared a cutting-edge program with plenaries, 39 keynote lectures, 120 microsymposia, posters, satellite meetings and workshops. Also official meetings of the IUCr are planned and a large, modern and functional commercial exhibition area is being set up and positioned strategically to ensure maximum engagement with delegates. In fact all coffee breaks and gourmet complimentary lunches will be served in the exhibition area to all registered participants for seven days to ensure maximum footfall on all days.

The Congress will offer a number of new and unique features for registered participants. These will include spot presentations by young investigators and awards of *ad hoc* research grants, electronic posters, electronic abstracts linked to IUCr journals with free access to all IUCr journals for the duration of the meeting and much more.

The inauguration of the Congress will take place on the evening of 21 August 2017 followed by seven full days of scientific sessions. The closing ceremony will take place on the evening of 28 August 2017.

Workshops (half and full day) will be held on 21 August 2017 in the HICC and are free for all registered participants. Five satellite meetings are already confirmed and will take place just before or after the Congress.

The scope of the IUCr Congress is expanding towards disciplines that are related to crystallography and have a strong presence in the industrial sector. Hyderabad is an important pharmaceutical district in India, with more than 100 pharmaceutical industries located both within the city and its environs. We expect wide participation from these companies as well as from firms elsewhere in India and are working on a two-day registration package to facilitate their attendance in high numbers. The package will also be available to all participants to attend the Congress for any two consecutive days of their choice.

As the International Year of Crystallography (IYCr) 2014 sought to bring people and countries together through the message of science, we will aim for at least one participant from some countries in Asia, Africa and South and Central America that have been previously unrepresented in IUCr Congresses. Delegates will be chosen so as to effectively spread the idea of crystallography in their respective nations. This Congress is therefore offering, in addition to all the rest, new networking opportunities amongst scientists and crystallographers from more than 80 countries. This will create immense outreach for academia and industry. It is also hoped to



arrange satellite meetings or meetings within the Congress for regional groupings of countries, say the Indian subcontinent or South East Europe or South America. To facilitate all this, the IUCr is also playing an active role with a formal representation in the Local Organizing Committee (LOC) of the Congress for the first time.

Hyderabad is centrally located in India with easy access via hubs in the Gulf and South East Asia. Non-stop flights from North America to Delhi fly daily. All participants will need to obtain conference visas to enter India. Please refer to our web page www.iucr2017.org for details.

The LOC welcomes scientists, students and representatives from companies for what is already promising to be a magnificent occasion.

G. R. Desiraju, Chair	Indian Institute of Science, Bengaluru
R. K. R. Jetti, Vice Chair	Mylan Laboratories, Hyderabad
J. A. R. P. Sarma	formerly from GVK Biosciences, Hyderabad
K. Biradha	Indian Institute of Technology, Kharagpur
M. Zema	International Union of Crystallography and University of Pavid
C. Malla Reddy	Indian Institute of Science Education and Research, Kolkata
R. Banerjee	CSIR-National Chemical Laboratory, Pune
U. Ramamurty	Indian Institute of Science, Bengaluru

## About the IUCr

The IUCr is a scientific union adhering to the International Council for Science (ICSU). Its objectives are to promote international cooperation in crystallography and to contribute to all aspects of crystallography, to promote international publication of crystallographic research, to facilitate standardization of methods, units, nomenclatures and symbols, and to form a focus for the relations of crystallography to other sciences.

The IUCr fulfils these objectives by publishing primary scientific journals through Crystallography Journals Online, the series of reference volumes International Tables for Crystallography, distributing the quarterly IUCr Newsletter, maintaining the online World Directory of Crystallographers, awarding the Ewald Prize and organizing the triennial Congress and General Assembly.

Find more information at www.iucr.org

Charminar, Hyderabad



## Sponsorship invitation

With an anticipated attendance of more than 2500 scientists working in the subject of crystallography and all its applications in chemistry, physics, biology, medicine, material sciences, mineralogy and other areas, we expect representation from over 80 countries, coming from academia, industry and government laboratories. This is the first IUCr Congress after the International Year of Crystallography, and the increased awareness about the importance of this discipline will be reflected by the Congress.

As a Sponsor of the 24th Congress and General Assembly of the IUCr, you will get the opportunity to meet a broader community than our Congresses normally gather together.

On the one hand, the scientific scope of the IUCr Congress is expanding quickly towards new promising areas of research, like CryoEM, XFELs, structure determination by ED, solid state formulations for pharmaceutical industry and many others, which will be extensively covered in our program, thus attracting leading scientists from these fields. In particular, as mentioned above, the strong presence at the Congress of the pharmaceutical industry from the Hyderabad and other Indian districts, with a participation of over 100 scientists expected, will give the opportunity to open synergies and collaborations with the crystallographic enterprise as a whole.

On the other hand, the geographical area covered by the IUCr Congress is getting larger and larger. This Congress will be the first ever in India and in South East Asia in general. India is increasingly seen as assuming its rightful place in the modern geopolitical context. In particular, the newly advancing economies of Brazil, Russia, India, China, and South Africa (the so-called BRICS nations) have been investing heavily in science and technology. We are anticipating a manifold increase in attendance from these fast emerging countries and over 300 scientists from more than 50 Indian academic institutions working on various aspects of crystallography. In addition to this, the organizers are making a serious effort to bring in young scientists from smaller universities in the SAARC (South Asian Association for Regional Co-operation) countries, mainly India, Pakistan, Bangladesh, Nepal and other countries in the region to initiate the growth of all aspects of crystallography in these places. Also delegates from as many as 25 countries that have never been represented in an IUCr Congress are anticipated.

As a Sponsor of the 24th Congress and General Assembly of the IUCr, you will get the opportunity to explore your possibilities of networking and reaching out in these new and exciting markets.

We are pleased to invite you to take part in supporting this Congress by selecting one or more of the many sponsorship opportunities listed in this document. The wide selection of sponsorship opportunities in this brochure will assist your company in achieving its marketing and sales goals for the Congress. Sponsors can also actively participate in the program, and we look forward to receiving your suggestions and proposals.

An official freight forwarding/clearing agency has been appointed to handle Import/Export of material to the Congress. Necessary permissions will be secured for the Congress including ITPO approval which will be required for clearing your shipments at customs without any problems through the official freight forwarding agency. Temporary duty free importation facilities are available to the *bona fide* foreign participants of the IUCr Congress 2017 who process their shipments through the official freight forwarding agency, subject to prevailing laws at that time.

We anticipate hearing from you soon and hope to have your organization's name associated with this landmark event in the very near future.



**Gautam R. Desiraju** Chair - IUCr 2017

Buddhist Monuments, Ladakh



## Sponsorship packages



## **Benefits**

- First priority placement in exhibition hall and complimentary 24 m<sup>2</sup> of exhibition space\*
- Sponsor logo will be listed prominently in all official Congress communications including advance brochures, call for abstracts, posters, website, final program, etc.
- Five keynote lectures and ten microsymposia sponsorship of your choice\*\*
- One full page color advertisement in the final program
- One page A4 size insert in the delegate bag
- Seven complimentary registrations
- Prominent display of logo on all sponsor actions the venue
- Banner outside the convention center
- The right to use the status as diamond sponsor of the 24<sup>th</sup> IUCr 2017 Congress in all corporate advertising until 31 August 2018
- Your choice for free registration of two participants under the IUCr 2017 outreach program (registration fee only)
- One free workshop
- Coffee machine (with 150 cups and equivalent consumables per day)
- 50% discount across any IUCr advertising opportunities\*\*\*

## In addition to the above benefits the following special benefit will apply to the diamond sponsor:

Any one of the four special and high visibility branding opportunities below, exclusively blocked for the Diamond Sponsors\* (Subject to availability post 30 November 2016)

- 1. Welcome reception on Monday 21 August 2017. Musical entertainment and light refreshments will be provided to all participants with extensive branding at the reception. **OR**
- 2. **Banquet** on Sunday 27 August 2017. Dinner will be preserved by a show with extensive branding at the banquet. All tables will carry the sponsor's name and the sponsor AXEP given an opportunity to show a short video of their organization. **OR**
- 3. **Delegate bag -** Each Congress delegate will receive a high quality delegate bag that will have great utility beyond the 2017 Congress. The sponsor's name and logo will be embossed in the form of a durable luggage tag. **OR**
- 4. **e-Poster area -** Explore the new way to promote your brand for the first time at any IUCr Congress, in an effective and innovative manner. Sponsor branding will be shown from Tuesday 22 August 2017 to Saturday 26 August 2017 at regular intervals on the e-Poster screens.



### **Benefits**

- Second priority placement in exhibition hall and complimentary 12 m<sup>2</sup> of exhibition space\*
- Sponsor logo will be listed prominently in all official Congress communications including advance brochures, call for abstracts, posters, website, final program, etc.
- Three keynote lectures and eight microsymposia sponsorship of your choice\*\*
- One full page color advertisement in the final program
- One page A4 size insert in the delegate bag
- Three complimentary registrations
- · Display of logo on all sponsor acknowledgment signage across the venue
- The right to use the status as ruby sponsor of the 24th IUCr 2017 Congress in all corporate advertising until 31 August 2018
- 50% discount across any IUCr advertising opportunities\*\*\*



#### **Benefits**

- Third priority placement in exhibition hall and complimentary 12 m<sup>2</sup> of exhibition space\*
- Sponsor logo will be listed prominently in all official Congress communications including advance brochures, call for abstracts, posters, website, final program, etc.
- Two keynote lectures and five microsymposia sponsorship of your choice\*\*
- One full page color advertisement in final program
- One page A4 size insert in the delegate bag
- Two complimentary registrations
- Display of logo on all sponsor acknowledgment signage across the venue
- The right to use the status as emerald sponsor of the 24th IUCr 2017 Congress in all corporate advertising until 31 August 2018
- 50% discount across any IUCr advertising opportunities\*\*\*







#### **Benefits**

- Fourth priority placement in exhibition hall and complimentary 6 m<sup>2</sup> of exhibition space\*
- Sponsor logo will be listed prominently in all official Congress communications including advance brochures, call for abstracts, posters, website, final program, etc.
- One keynote lecture and three microsymposia sponsorship of your choice\*\*
- One full page color advertisement in final program
- One page A4 size insert in the delegate bag
- One complimentary registration
- Display of logo on all sponsor acknowledgment signage across the venue
- The right to use the status as topaz sponsor of the 24th IUCr 2017 Congress in all corporate advertising until 31 August 2018
- 50% discount across any IUCr advertising opportunities\*\*\*



#### **Benefits**

- Fifth priority placement in exhibition hall and complimentary 6 m<sup>2</sup> of exhibition space\*
- Sponsor logo will be listed prominently in all official Congress communications including advance brochures, call for abstracts, posters, website, final program, etc.
- One keynote lecture and two microsymposia sponsorship of your choice\*\*
- One page A4 size insert in the delegate bag
- Display of logo on all sponsor acknowledgment signage across the venue
- The right to use the status as quartz sponsor of the 24th IUCr 2017 Congress in all corporate advertising until 31 August 2018
- 50% discount across any IUCr advertising opportunities\*\*\*

#### Notes for sponsorship packages

All sponsorship and exhibition tariffs are inclusive of currently applicable taxes.

- \* Sponsorship opportunity and exhibition booth selection will be offered on a first-come, first-served basis within the sponsorship category.
- \*\* Keynote lecture and microsymposia will be offered on a first-come, first-served basis as per the level of sponsorship category and then within the individual category. Sponsor acknowledgment will be made during the respective sessions.
- \*\*\* All packages include a voucher code for 50% off any additional advertising taken out across the IUCr group of sites, namely, www.iucr.org and journals.iucr.org. The offer is good from the time you sign up to sponsor IUCr 2017 and can be redeemed until the end of the Congress and General Assembly. Follow <u>http://journals.iucr.org/services/media\_kit.html</u> to review the opportunities that are available or contact Jonathan Agbenyega, Business Development Manager (ja@iucr.org) for further details or to discuss opportunities that may not be listed in the media kit.

**Ivderabad** 



21 - 28 August 2017, Hyderabad, India

# Sponsor deliverables overview

Sponsorship Category	TAKEN TAKEN	Ruby	Emerald	Topaz	Quartz
No of Slots	1				
Priority placement in exhibition hall / space	24 m <sup>2</sup>	$12 \text{ m}^2$	12 m <sup>2</sup>	6 m <sup>2</sup>	6 m <sup>2</sup>
Sponsor logo will be listed prominently in all official Congress communications including advance brochures, call for abstracts, posters, website, final program, etc.	$\checkmark$	~	$\checkmark$	$\checkmark$	$\checkmark$
Keynote lectures sponsorship	Five	Three	Two	One	One
Microsymposia sponsorship	Ten	Eight	Five	Three	Two
Color advertisement in the final program	One Page	One Page	One Page	One Page	
One page A4 size insert in the delegate bag	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
Complimentary registrations	Seven	Three	Two	One	
Display of logo on all sponsor acknowledgment signage across the venue	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
Banner outside the convention center	$\checkmark$				
The right to use the status as per their sponsor category of the 24th IUCr 2017 Congress in all corporate advertising until 31 August 2018	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$
Your choice for free registration of two participants under the IUCr 2017 outreach program	$\checkmark$				
Coffee machine with 150 cups and equivalent consumables per day	$\checkmark$				
50% discount across any IUCr advertising opportunities*	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$	$\checkmark$



# **Other sponsorship opportunities**<sup>\*</sup>

Description	Benefits	Slots	Cost
The welcome reception including entertainment will take place on 21 August 2017	• Signage at the reception	1	INR 10,00,000
Congress dinner including entertainment will take place on 27 August 2017	Since at the congress equation of the second	1	INR 10,00,000
Each congress delegate will receive a high quality delegate bag that will have great utility beyond the 2017 congress.	• The sponsors' name and logo will be embossed in the form of a durable luggage tag	1	INR 10,00,000
Logo on e-Poster home page when idle. After every ten posters the company logo will flash on the e-Poster screens.	<ul> <li>Signage at the Poster area</li> <li>Sponsor's collateral displayed on a table</li> </ul>	1	INR 10,00,000
Opportunity to sponsor a cultural program on one of the free evenings with snacks and soft drinks.	<ul> <li>Signage at the cultural evening</li> </ul>	2	INR 5,00,000
Sponsor to provide the lanyards and is responsible for production costs. Final approval of lanyard rests with LOC.	• Company name featured on the lanyard.	1	INR 5,00,000
Opportunity to host six viewing stations and one large display screen in one stall in the exhibition area	<ul> <li>Signage branding on the stall fascia</li> <li>Company name on those screens</li> </ul>	3	INR 5,00,000
	DescriptionThe welcome receptionincluding entertainmentwill take place on 21 August2017Congress dinner including entertainment will take place on 27 August 2017Each congress delegate will receive a high quality delegate bag that will have great utility beyond the 2017 congress.Logo on e-Poster home page when idle. After every ten posters the company logo will flash on the e-Poster screens.Opportunity to sponsor a cultural program on one of the free evenings with snacks and soft drinks.Sponsor to provide the lanyards and is responsible for production costs. Final approval of lanyard rests with LOC.Opportunity to host six viewing stations and one large display screen in one	DescriptionBenefitsThe welcome reception including entertainment will take place on 21 August 2017• Signage at the receptionCongress dinner including entertainment will take place on 27 August 2017• Signage at the congress entertainment will take place on 27 August 2017Each congress delegate will receive a high quality delegate bag that will have great utility beyond the 2017 congress.• The sponsors' name and logo will be embossed in the form of a durable luggage tagLogo on e-Poster home page when idle. After every ten posters the company logo will flash on the e-Poster screens.• Signage at the Poster area • Signage at the cultural eveningOpportunity to sponsor a cultural program on one of the free evenings with snacks and soft drinks.• Signage at the cultural eveningSponsor to provide the 	DescriptionBenefitsSlotsThe welcome reception including entertainment will take place on 21 August 2017• Signage at the reception1Congress dinner including entertainment will take place on 27 August 2017• Signaguet at the congress an receive a gift that embodies Indian traditions1Each congress delegate will receive a high quality delegate bag that will have great utility beyond the 2017 congress.• The sponsors' name and logo will be embossed in the form of a durable luggage tag1Logo on e-Poster home page when idle. After every ten posters the company logo will flash on the e-Poster screens.• Signage at the cultural evening1Sponsor to provide the lanyards and is responsible for production costs. Final approval of lanyard rests with LOC.• Signage branding on the stall fascia • Company name on those3



Item	Description	Benefits	Slots	Cost
Congress pens	Sponsor to supply pens. Final approval of pen rests with LOC	• Company logo printed on all pens and distributed to participants in the delegate bags	1	INR 4,00,000
Congress notepads	Sponsor to supply notepads. Final approval of notepad rests with LOC	oval of notepad front cover of the		INR 3,00,000
Final program - outside back cover	Full page <i>(size :110mm h/ 170mm w)</i> color advertise TAKE on outside back cover	N Reach out to the entire group of registrants	1	INR 3,00,000
Registration area	Sponsor acknowledgment in the registration area	• Company logo on registration back drop	1	INR 3,00,000
Lunch time commercial user workshop	The workshop is organized by the sponsoring company. The company is responsible for the content.	<ul> <li>Reach out to specific group of registrants</li> <li>Sponsors to host a lunch for the participants after the workshop (Food &amp; Beverage cost to be covered by the sponsor)</li> <li>Opportunity for a larger interaction with focused participants during lunch time</li> </ul>	5	INR 3,00,000
Final program - inside front cover / inside back cover	Full page <i>(size : 110mm h/ 170mm w)</i> color advertisement on inside front cover or inside back cover	• Reach out to the entire group of registrants	1	INR 2,00,000

Sponsor logos will be prominently published on the sponsors page of the Congress website and program. \* Subject to availability

Sponsors interested in supporting any other areas not listed above may write to sponsorships@iucr2017.org





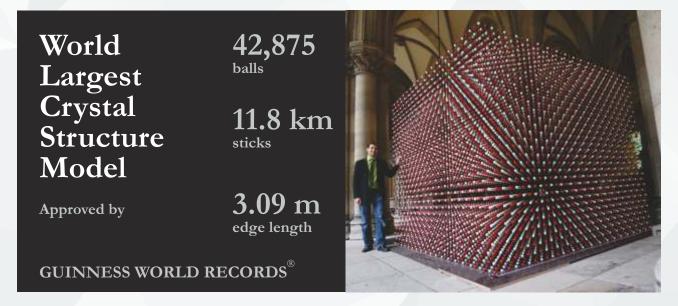
## Sponsorship of special activities

In addition to the above regular sponsorship options, the IUCr 2017 LOC has introduced the following unique activities. Sponsoring these activities will benefit both the sponsor and young crystallographers /professors.

## Mega structure build

## INR 2,50,000

The world's largest crystal structure model, which has been entered in the Guinness Book of Records, is being brought in from Vienna. This model will be exhibited at the venue. The creator, Dr Robert Krickl, is a fantastic communicator and will help explain the model and attract footfall. This project has been initiated because of a handsome seed contribution from Department of Science and Technology, Govt. of India. This amount is a partial donation towards this mega project. Sponsor logos and company names will be displayed beside the installation.



## Dragons' Den

## INR 2,50,000

**INR 2,50,000** 

Young researchers (at the level of post-doc; maximum age 35 years, researchers with a permanent academic position excluded; no restriction on country of origin or affiliation; should be registered for participation in IUCr 2017 Congress) submit the idea for a research project (max. 200 words) to a committee of panellists. Twenty candidates are selected to present their project in public and in front of the panel. Decision on what projects are funded is taken immediately at the end of all presentations. Awardees receive a grant of INR 1,50,000 or the equivalent per project.

Sponsors can put their logo/banner on the stage during the presentations of the candidates. The grant will also be named after the sponsor. The awards will be presented during the social dinner or closing ceremony with a mention about the sponsor.

## Meet the Professor

Professors/researchers having postdoc or PhD open positions give initial interviews to potential candidates. Professors will be available for a short discussion with young candidates, to evaluate their possible appointment as a postdoc. Such an exercise will also be useful to build collaborations. Sponsor signage will be placed at the session and the sponsor will be mentioned in the Congress program for the session. A display board with job opportunities will be placed in a prominent location with the sponsor's logo placed on it.

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The Commercial Exhibition will be an integral part of the scientific program. Companies offering innovative products in this field are encouraged to seize the opportunity to exhibit. The scientific program will attract the top professionals in the field, with approximately 2500 participants from academia, industry and government expected to attend. All lunches, coffee breaks and poster sessions will be held in the exhibition area. All exhibitors will have free access to Wi-Fi on the event dates.



## **Category A** 3m x 2m booth

## RENTAL FEE : INR 2,50,000 per booth

### **Rental fee includes:**

- A 3m x 2m space with octonorm walls
- Three spot lights and one plug point

- Two chairs and one info counter
- One waste bin, fascia and carpet
- Two exhibitor badges (includes receptions, lunches and coffee excludes scientific sessions)
- Mention in the congress program
- Company logo on the congress website with a hyperlink to the exhibitor's website (requires receipt of Exhibitor's logo, website address and 50-word company/product description)

**Category B** 2m x 2m booth

#### **Rental fee includes:**

- A 2m x 2m space with octonorm walls
- Two spot lights and one plug point
- One exhibitor badge (includes receptions, lunches and coffee excludes scientific sessions)
- Mention in the congress program
- Company logo on the congress website with a hyperlink to the exhibitor's website (requires receipt of Exhibitor's logo, website address and 25-word company/product description)

### Note:

- Booths will be assigned on a first-come, first-served basis, and all applications are subject to the approval of the LOC.
- Priority placement in the exhibition hall will be given to Diamond, Ruby, Emerald, Topaz and Quartz sponsors (in that order).

**RENTAL FEE : INR 1,50,000 per booth** 

- One chair and one info counter One waste bin, fascia and carpet



## Exhibition and poster floor plan



Layout as on 30 November 2016

Whilst every endeavor will be made to adhere to the published floor plan of the exhibition, the Local Organizing Committee shall be flexible to vary the floor plan depending on the best interests of the exhibition.\* Please refer to the updated floor plan on the Congress website before making your choice.

\* It will be possible to combine multiple stalls and the layout re-arranged subject to availability.



## Activities being organized by LOC to boost attendance in the exhibition area

## Best stand

A panel as well as all participants give their votes to the stands based on selected parameters. Participants will be allowed to vote using the congress mobile app. Based on the votes received, gold, silver and bronze stickers will be given to exhibitors to be displayed on their stands.

## Scavenger hunt

A game in which delegates are sent out to accumulate, without purchasing, a series of common, outlandish, or humorous objects, the winner being the person returning first with all the items. Many of the items to look for will be at the stands or something they have to ask the people manning the stand. Exhibitors to suggest/prepare some items for the hunt.

## The above activities will lead to:

- a. Increased engagement of participants
- b. Better and more interactive stands
- c. More participation at the stands

## Exhibit hours, set-up and dismantling

09:00 - 16:00

## **Exhibit hours:**

Saturday 26 August 2017

## Exhibitor move-in:

Monday 21 August 2017	17:00 - 22:00	Sunday 20 August 2017	09:00 - 24:00
Tuesday 22 August 2017	09:00 - 18:00	Monday 21 August 2017	00:00 - 12:00
Wednesday 23 August 2017	09:00 - 18:00	Exhibitor move-out:	
Thursday 24 August 2017	09:00 - 18:00		
Friday 25 August 2017	09:00 - 18:00	Saturday 26 August 2017	16:00 - 23:00

### Haji Ali, Mumbai



# **Sponsorship and Exhibition**

## **Rules and Regulations**

KWC has been entrusted with the general logistics and organization of the Congress and Exhibition of the 24th IUCr Congress.

### Applications

In order to be valid, sponsorship or exhibition application form are to be submitted by POST or by FAX on the ORIGINAL APPLICATION FORM here enclosed and sent to KWC. The signature of the application form constitute a firm hire commitment and compel the subscriber to accept both the general conditions and the exhibition rules and regulations. A deposit of the total amount due will be invoiced on receipt of the completed reservation form and due for immediate payment upon receipt of the invoice to guarantee the reservation. No verbal or telephone agreement will commit KWC nor the Local Organizing Committee unless confirmed in writing. The remaining subscription fee is to be settled by 31 May 2017 at the latest. Non-payment by this stated deadline will lead to the cancellation of the right to use the booth, and without reimbursement of the deposit paid. Site allocations will be attributed in reservation order form and are subject to the full payment and the agreement of the Local Organizing Committee. Once locations have been attributed, no change of location will be possible without the Local Organizing Committee's written agreement.

All payments must be received by the organizers prior to the event. No sponsor/exhibitor will be allowed to begin move-in operations or be listed as a sponsor/exhibitor in the onsite publications until full payment is received by the organizers. The exhibition floor plan presented in this document is a non-contractual one. However, the Local Organizing Committee reserves the right to change if deemed advisable the location, importance and layout of the surfaces requested by the exhibitor. In the event of litigation, jurisdiction falls under the Hyderabad courts alone.

## Acceptance of applications

The organizers reserve the right to refuse applications from companies not meeting standard requirements or

expectations and reserve the right to curtail or close exhibits, wholly or in part, that reflect unfavorably on the character and the purpose of the meeting.

### Payments

**Initial payment** must be received within 30 days of the invoice date

Payments may be made by bank transfer as per the following details:

Name of Bank :	State Bank of India
Account No. :	33887972733
Account Name :	Crystallography in India
IFSC Code :	SBIN0002215
Bank Address :	Indian Institute of Science
	(IISc) Branch, Bangalore - 560 012
and the second	

SWIFT Code : SBININBB425

Please do not forget to specify on your form the reason for your payment and the invoice number.

## Cancellation conditions (applicable to sponsorship and exhibition)

- 25% of the agreed amount due if the cancellation is made before 31 January 2017
- 50% of the agreed amount due if the cancellation is made between 1 February 2017 and 31 March 2017
- 100% of the agreed amount due if the cancellation is made after 1 April 2017

After exhibition space, sponsorship or advertising have been confirmed, a reduction in space or any other kind of is considered as a cancellation and will be governed by the above cancellation policy. Reduction in space can result in relocation of exhibit space at the discretion of the congress organizers.

#### Sharing of stands

Exhibitors are not permitted to share with others any booth space allotted to them without prior written consent of the organizers.





### Local and site regulations

Exhibitors shall abide by the local and site regulations with respect to law and order, safety and security. The organizers will take appropriate action against those who do not comply with the regulations. The organizers have the authority to demand removal/change of any structure which is not in accordance with the Congress rules or cancel participation. The decision of the organizers will be final and binding.

### Entry to the exhibition

Access to the exhibition will only be possible to regularly registered conference participants or exhibition participants. To attend any meeting sessions, exhibition staff will need to register as full Delegate and pay the appropriate registration fee.

#### Insurance

The signatory renounces to take recourse against the organizers or against the owners of the premises and undertakes to underwrite insurance policies covering all the risks incurred by the material exhibited (theft, damage, etc.) along with public liability covering the permanent or occasional staff employed by the company present at the Congress. In any case, insurance protection will NOT be given to the exhibitors by the organizers.

#### Force majeure

In the event of force majeure, the exhibition dates may be changed or the exhibition may be purely and simply cancelled. In the latter event, the disposable funds after payment of expenses will be shared between exhibitors in proportion to their payments without it being possible to take recourse against the organizer or the producer.

### **Exhibitor Technical Manual**

The Exhibitor Technical Manual contains all information regarding general conditions, safety regulations, setting up of a booth and arrangement conditions, description of the booth, specification documents and maps along with order forms and prices for furniture, decoration and all necessary services (telephone, electricity, transport, storage, etc.). This manual will be shared with every registered exhibitor against receipt of deposit post February 2017.

## Health and safety at work regulations

It is the responsibility of the exhibitor to ensure that his contractor, employees, displays and exhibits comply with the latest legislation regarding health and safety at work regulations.

#### Third party companies

Organizers will communicate exclusively with clearly identified third party companies officially mandated by participating exhibitors and sponsors. Queries received from third party companies (i.e. communication and press agencies) which do not clearly indicate which company they are representing will not be answered.

It is the responsibility of the Sponsor/Exhibitor to inform the congress secretariat of the full contact details of the third party companies they are working with.

### **Press conferences**

Press conferences organized by the industry may only be organized at times specified by the congress organization. The congress office must be notified of any planned press conferences and all journalists must be officially registered to attend the meeting.

#### **Promotion onsite**

Promotion onsite (at the congress) must be limited to the confines of the exhibit space, or the meeting rooms rented by the Sponsor/Exhibitor.

The signing of a sponsorship contract (sponsorship and/or exhibition or any other form of participation) implies a commitment to neither organize nor promote conferences, congresses or events held during the schedule of the official congress program without the agreement of the Local Organizing Committee.

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For queries related to sponsorship / exhibition, please write to: sponsorships@iucr2017.org LOC - IUCr 2017 reserves the right to change this sponsorship invitation without notice.













