

XII International Congress of Toxicology
Barcelona | 19 - 23 July 2010

EXHIBITION MANUAL

EXHIBITION SECRETARIAT:

GRUPO PACIFICO
Marià Cubí, 4
08006 BARCELONA, Spain
Tel.: (34) 932 388 777
Fax: (34) 932 387 488
Email: iutox2010@pacifico-meetings.com



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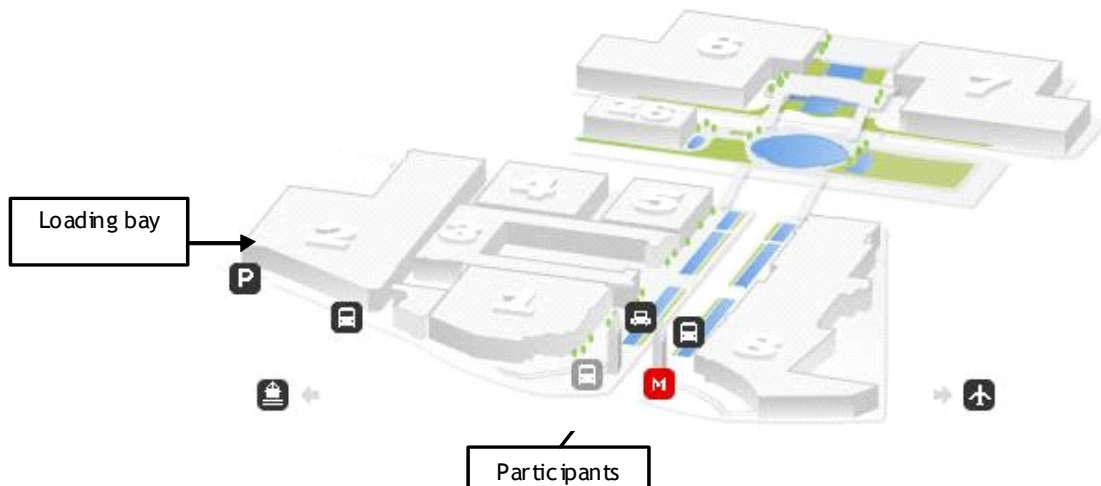
GENERAL INFORMATION

VENUE

Palau de Congressos de Barcelona
(Fira de Barcelona)
Avda. Reina Maria Cristina, s/n
08004 Barcelona, Spain



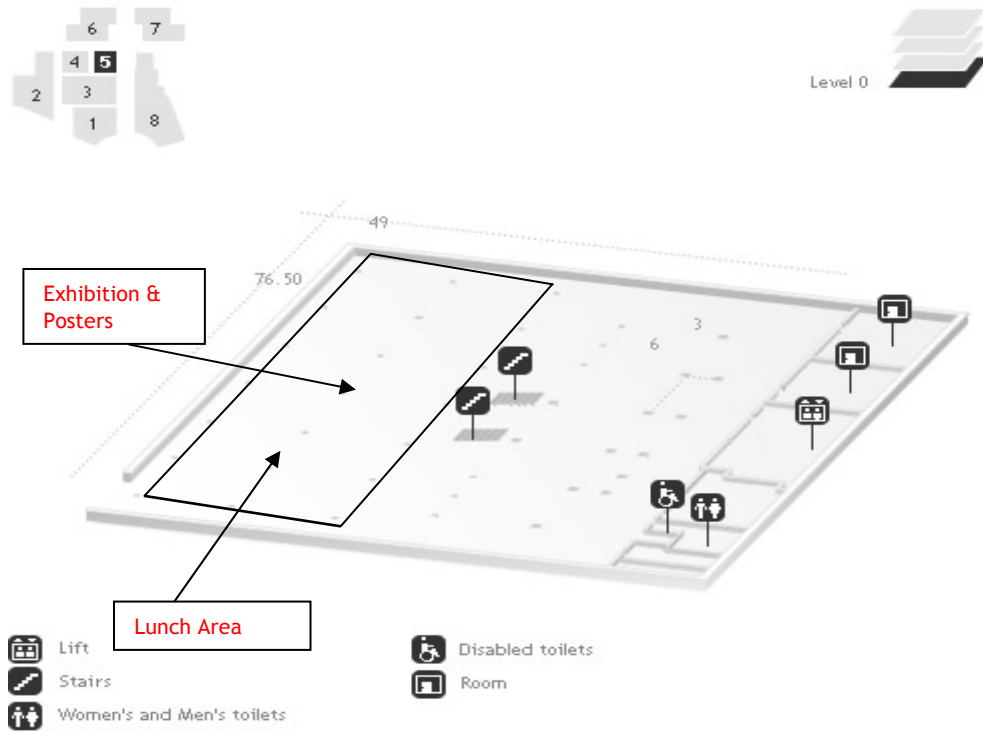
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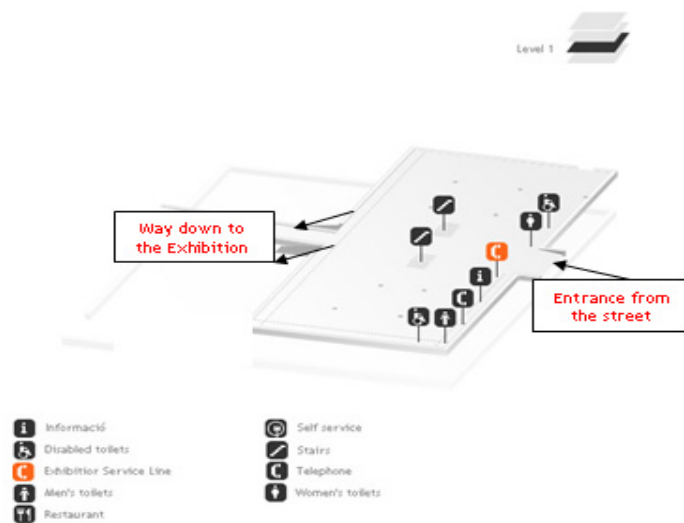
XII International Congress of Toxicology

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Level 0: Exhibition, Posters, Coffee break and Lunch Area



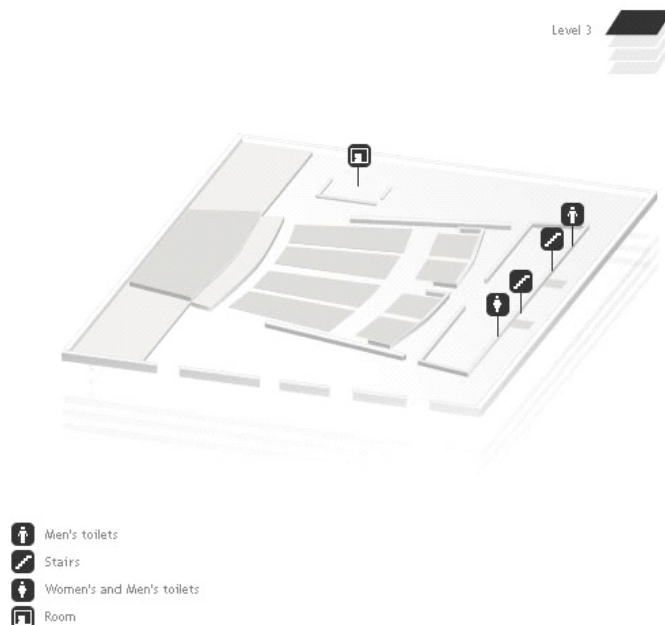
Level 1: Main entrance



Level 2: Parallel Session Rooms



Level 3: Plenary Sessions Auditorium and Parallel Session Rooms





BOOTH

Stand specifications and elements included

Standard Measurements: 2x3 m (6 sqm)

Height restrictions: 3,00m

Weight restrictions: 500 kg per sqm

Blue carpet on the floor

White modular structure, white walls

Front frieze of 52,5 cm (43,5 cm useful)

Sign label (standard type, no logo)

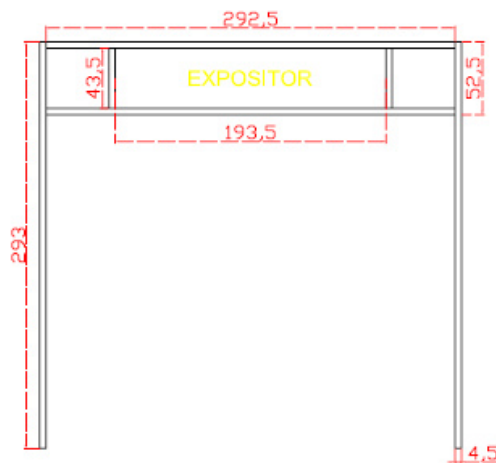
Central strip for illumination with 3 spotlights

General lighting to 50w/m²

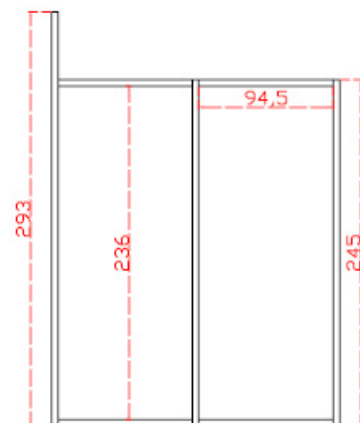
Electrical Box of 1,1kw

Stand Measures

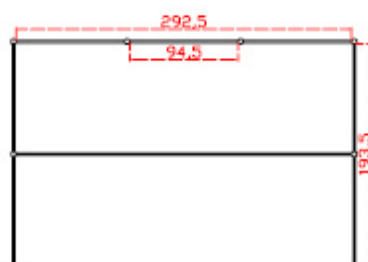
Front elevation



Lateral elevation



Plan





Design Booths:

Exhibitors building their own design booth must send (before **1st July**) their project to the Technical Secretariat indicating measures, weights, technical installation, electrical consumption, etc., so that it may be validated by the venue. If the project is not previously validated by the venue, it won't be allowed to start the set up of the design booth. It needs to be sent to iutox2010@pacifico-meetings.com

Stand Structure (Modular Booths)

All booths reserved will be built of a white modular structure (side and back walls) with a central strip for illumination. The maximum high of the stand will be 3m including the front frieze. It is not permitted to stick, paint, drill or damage any material of the stand. There will be charged a penalty of 50€ per each modular panel that results damage during the Exhibition.

Front frieze

The structure includes a front frieze with the company's name written in standard type and without any logo. If a logo should be added, it is not included in the rental price and must be arranged through the company Servis Complet (See Page num.13).

Electricity and lighting

The standard 6 sqm booth includes a monophasic electrical tapping of 1.1 Kw with 250 W at 220 V available power and 3 spotlights of 100W each. Booths of 12 sqm include a monophasic electrical tapping of 2.2 Kw with 250 W at 220 V available power and 6 spotlights of 100W each.

The lighting provided by the spotlights will be 50 W/sqm.

Extra power supply and extra lighting must be ordered to Servis Complet thought the corresponding form included in this Manual.

Carpet

Fireproof carpet is included inside the booth and it will be covered by a plastic until the opening of the Exhibition.

Furniture

Furniture must be ordered to Servis Complet thought the corresponding form included in this Manual. See Page num.15).



COST

Extra services

All extra services required must be paid 100% in advanced in order to be delivered. If we do not receive the payment before the start of the set up, the order will be considered cancelled. Extra services ordered onsite will have an extra charge of the 20% of the price and they will be provided depending on stock and time availability.

CANCELLATION POLICY

Cancellation: In case of cancellation, the total amount paid will be charged as cancellation fees.

Insurance: Companies participating in the Congress are required to take out appropriate insurance.

NOTE:

The Organising Committee reserves the right to alter time schedules, differing, reducing or extending the period of celebration of the Conference, or eventually to change the venue, for reasons beyond the organiser's control or for major contingencies.

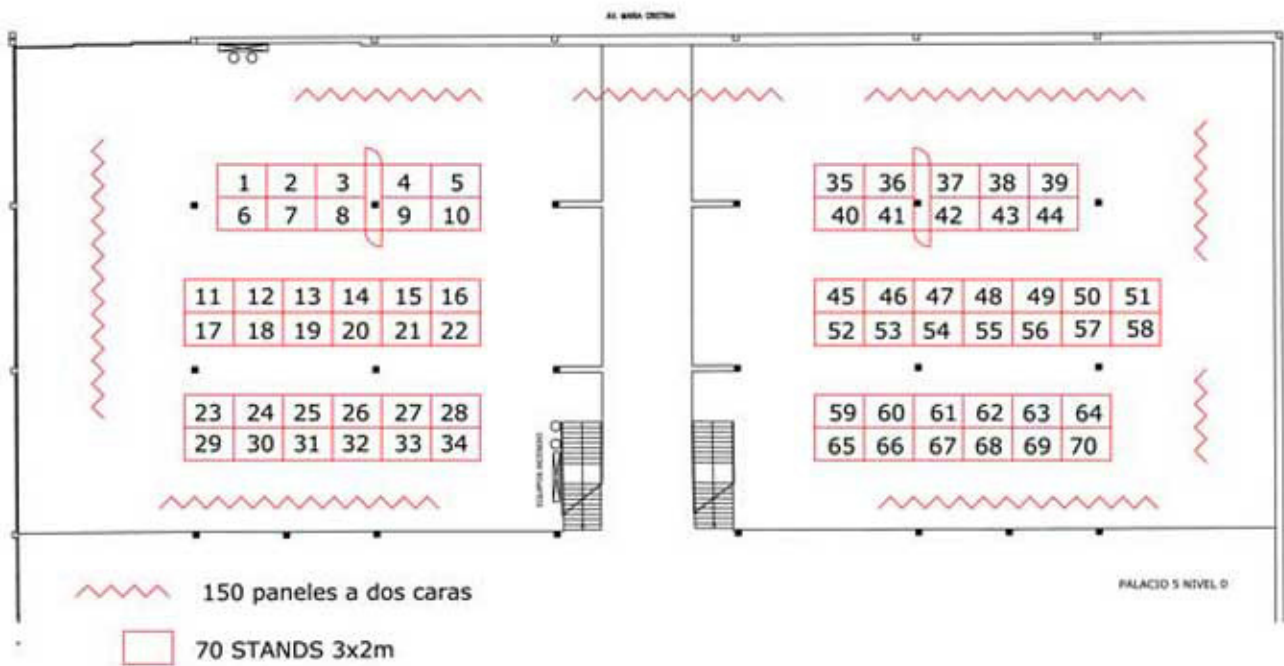
These circumstances would not justify either a partial or a total cancellation of the commitments of Exhibitors and Sponsors, or damage compensations.

If for any reason or circumstance of major force beyond our control, the Conference could not be celebrated, the Exhibitors and Sponsors commit not to claim against the organisers, being refunded the sums paid as deposit, less an amount for general expenses spent at the moment of the cancellation of the Conference.



GENERAL RULES

PRELIMINARY EXHIBITION FLOOR PLAN





EXHIBITION SCHEDULE

Set up:	Design Booths: Sunday 18th July from 10:00 to 20:00h Stand Structure (Modular Booths): Monday 19th July from 8:00 to 14:00h
Exhibition opening time:	Monday 19 th July from 17:00 to 21:00h Tuesday 20 th July from 09:30 to 19:00h Wednesday 21 st July from 09:30 to 19:00h Thursday 22 nd July from 09:30 to 19:00h Friday 23 rd July from 10:00 to 14:00h
Dismantling:	Friday 23 rd July 14:30 to 20:00h

DELIVERY AND SHIPPING OF MATERIALS

The delivering of materials must be done through the parking of the venue. The exact address is:

Parking of Fira de Barcelona
Palacio de Congresos de Barcelona
Calle Lleida, 2
08004 Barcelona
Spain

Materials should not be delivered before the 18th of July. The venue won't accept any shipment arriving before this date.

Stand Structure (Modular Booths): Monday 19th July from 8:00h to 14:00h

Design Booths: Sunday 18th from 10:00h to 20:00h.

All materials must be removed from the booth and shipped on Friday 23rd before 20:00h.
Any object or material that remains in venue after the deadline will be removed by the venue staff on Saturday 24th, this not affecting their rights to claim from the exhibitors for expenses for this removal and storage.

Venue reserves the rights to charge any possible extra costs incurred for the removal of any material left.

If shipments have to be done **before the 18th July and after the 23th of July**, all exhibitors may contract the official logistics company: **RESA EXPO LOGISTICS**, which will arrange all shipping, storage and customs necessities. See Annex 1 on page 20 for general information about the official logistics company.

IMPORTANT:

1) All boxes must be correctly identified as follows:

- IUTOX 2010
- Name of the exhibiting company and the contact person
- Booth number

2) The currier must be adequately equipped for uploading all materials and carrying them to the booth space, as there are no uploading or carrying devices in the venue.

3) No vehicles will be allowed to enter into the exhibition hall.

ASSEMBLING AND DISMANTLING CONDITIONS

Exhibitors must respect the distribution of space, as well as the schedule and also pay attention to the instruction of the Hall technical services. Noise, obstructions, blocking of access, and any activity that may alter the normal circulation of people or materials in the hall must be avoided.

The Organisation Committee, Grupo Pacífico or the venue take no responsibility for loss or damage of materials.

The maximum power for provisional electrical facilities supplied by the hall is 80 Kw - 220 V, with no authorised overcharging.

The set up term will be on the 18th and 19th September.

The dismantling term will start on the 23rd July from 14.30h to 20.00h.

During indicated dismantling times the authorised persons must remove their belongings and deposit the unusable material in the designated areas. The venue takes no responsibility for loss or damage of materials.

See Annex 2 on page the Rules of Health and Safety and Assembly of the Fira de Barcelona.



USE OF SPACE

All displays must fit in within the space reserved. The inside area of the booth may be used by the exhibitor for advertising purposes, distributing samples, printed and promotional material, although only in respect of the exhibits displayed by the exhibitor. Publicity may not be implemented outside the boundary of the booth.

Nothing shall be posted on, nailed, screwed or otherwise attached to columns, walls, floors or other parts of the building or furnishing of the venue.

Exhibitor may not sublet their space, or any part of it.

INSURANCE AND LIABILITY

Neither the IUTOX nor Grupo Pacífico and the Palau de Congressos de Barcelona will assume responsibility whatsoever for damage or injury to persons or property during the Conference. Participants are recommended to arrange their own travel and health insurance. However, overnight security can be contracted to the venue (see page 19).

ACCOMMODATION

Grupo Pacífico will deal with all accommodation requests. Hotels available can be consulted in the website <http://gestion.pacifico-meetings.com/www/iutox2010/> .

BADGES

Exhibitors' passes

The booth rental price includes 2 free exhibitors' passes that include coffee-break, lunch and access to scientific sessions. Each exhibitor must confirm the name of the 2 persons who should receive a free exhibitor pass. If extra exhibitor passes are needed, the price is 780,00 € per pass and they must be requested by written to the Technical Secretariat to iutox2010@pacifico-meetings.com.

Badges

All confirmed exhibitors and visitors will receive their corresponding badges, therefore it is so important to confirm their names. Badges will be delivered at the Registration desk together with all registration documentation.

All participants must be duly identified with their badge on a visible place when staying inside the building.

EXTRA SERVICES

Official provider:



TEL. 93/423-31-07
FAX 93/425-15-39
barcelona@servisgroup.es

Furniture, electricity and lighting

All components are rented. Once the material is set up, the exhibitor is liable for any damage caused. Due to the constant rotation of stocks and renovation of material, we reserve the right to change the contracted model for another similar one with the same characteristics.

When the Exhibition closes, the stand and extra services required shall be dismantled with the speed the organisation demands. The Organising Committee, the Technical Secretariat, the venue and the provider are not liable for any material left forgotten in storage areas or on furnishings.

Extra furniture, electricity and lighting must be ordered to the company Servis Complet sending the corresponding forms together with the payment form duly filled in by mail to barcelona@servisgroup.es or by fax to the fax number +34 93 425 15 39.

Once duly filled in with your personal data and stamped, the application form will be understood as your formal order when accompanied by the receipt of the bank transfer or once the credit card payment has been correctly processed online. If we do not receive the payment before the conference starts, your order will be considered cancelled.

Onsite orders will be charged with an extra cost of the 20% of the price and will be supplied according to stock and time availability.

FURNITURE					
					
WHITE CHAIR	DIRECTOR'S CHAIR	JACOBSEN WOOD CHAIR	CHAIR Z	SWIVEL CHAIR WITH WHEELS	GALA CHAIR
					
ROUND TABLE JACOBSEN	ROUND TABLE	GLASS TABLE	BUC	OFFICE TABLE	REFRIGERATOR
					
STANDING COAT RACK	BROCHURE HOLDER	WASTEBIN ASHTRAY	BOOKCASE	PEDESTAL MODULATE	STOOL
				 grupopacifico meetings & events	
WASSILY ARMCHAIR	BLACK ARMCHAIR	WASSILY CENTRE TABLE	METALLIC CENTRE TABLE		



FURNITURE RESERVATION FORM

Attention: Mr/Ms	
------------------	--

EXHIBITING FIRM:	
ADRESS:	
TELEPHONE:	
FAX:	
CITY OR TOWN:	
POSTAL CODE:	
TAX NUMBER:	
E-MAIL ADRESS:	
STAND NUMBER:	

servis
exhibition solutions

Dimensions	Description	Euros	Ud.	Total
50*50*50	White chair (Ref. 103)	8,23€		
50*50*50	Black chair (Ref. 104)	8,23€		
49*43*81	Director's chair (Ref. 604)	14,45€		
43*37*82	Jacobsen wood chair (Ref. 610)	18,77€		
51*58*79	Chair Z (Ref. 602)	24,56€		
44*54*90	Swivel chair with wheels (Ref.611)	30,40€		
45*45*85	Gala Chair (Ref. 612)	43,49€		
80 Ø * 75	Round table Jacobsen (Ref. 121)	33,69€		
80 Ø * 75	Round white table (Ref. 108)	33,69€		
70*130*70	Glass table 100x70 (Ref. 606)	66,45€		
40*40*45	Buc (Ref.666)	24,19€		
60*120*70	Office table (Ref. 107)	43,33€		
60*60*85	Refrigerator (Ref. 115)	77,41€		
	Standing coat rack (Ref. 144)	34,51€		
40*80*90	Brochure holder (Ref.110)	29,01€		
20*20*65	Wastebin ashtray (Ref. 609)	26,89€		
30*80*150	Boockcase (Ref. 111)	30,40€		
54*54*54	Pedestal modulate (Ref. 112)	78,82€		
54*54*71	Pedestal modulate (Ref. 113)	88,02€		
100*54*54	Pedestal modulate (Ref. 114)	101,55€		
35 * 78	Stool (Ref. 106)	23,13€		
72*55*75	Wassily armchair (Ref. 603)	65,26€		
60*60*75	White armchair (Ref. 101)	29,50€		
60*90*75	Black armchair (Ref. 102)	29,50€		
50*50*45	Wassily centre table (Ref. 605)	32,62€		
60*60*40	Metallic centre table (Ref. 109)	30,46€		
	TOTAL			
	16 % VAT			
	COST			



LIGHTING - ELECTRICITY



SOCKET



ELECTRICAL
TAPPING



SPOTLIGHT



QUARTZ
PROJECTOR 300W



QUARTZ
PROJECTOR 500W

STRUCTURAL COMPLEMENTS



COUNTER 100X50



WINDOW COUNTER



RECTANGULAR
SHOWCASE



SQUARE SHOWCASE



BOOK SHELF
100X25



SHELF 100X25



SHELF 100X50



grupopacifico
meetings & events



ELECTRICITY AND LIGHTING RESERVATION FORM

Attention: Mr/Ms	
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EXHIBITING FIRM	
ADDRESS:	
TELEPHONE:	
FAX:	
CITY OR TOWN:	
POSTAL CODE:	
TAX NUMER:	
E-MAIL ADDRESS:	
STAND NUMBER:	

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Description	Euros	Ud.	Total
Monophasic socket (Ref. 158)	21,67€		
Double monophasic socket (Ref. 159)	29,98€		
Mono. electrical tapping 1.1 kw + Legalisation (Ref. 165)	62,86€		
Mono. electrical tapping 2.2 kw + Legalisation (Ref. 166)	72,23€		
Mono. electrical tapping 3.3 kw + Legalisation (Ref. 167)	86,69€		
Mono. electrical tapping 4.4 kw + Legalisation (Ref. 168)	96,75€		
Mono. electrical tapping 5.5 kw + Legalisation (Ref. 169)	106,90€		
Mono. electrical tapping 6.6 kw + Legalisation (Ref. 170)	120,90€		
Monophasic electrical tapping >7kw (€/kw) (Ref. 171)	19,61€/KW		
Triphasic electrical tapping >7kw (€/kw) (Ref. 190)	19,61€/KW		
Spotlight 100w (Ref. 150)	23,13€		
Quartz projector 300w (Ref. 155)	54,21€		
Quartz projector 500w (Ref. 156)	57,77€		
Store 1x1 (Ref. 35)	111,34€		
Store 1x2 (Ref. 36)	155,68€		
Store 2x2 (Ref. 37)	201,78€		
Shelf 100x25 (Ref. 3121)	18,77€		
Shelf 100x50 (Ref. 3122)	20,22€		
Book shelf (Ref.3123)	21,04€		
Counter 100x50 (Ref. 3124)	93,61€		
Windows counter (Ref. 3126)	130,58€		
Rectangular showcase 100x50 + glass shelf (Ref. 3128)	138,01€		
Square showcase 100x100 + glass shelf (Ref. 3127)	165,63€		
	TOTAL		
	16 % VAT		
	COST		



PAYMENT FORM

Attention: Mr/Ms	
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EXHIBITING FIRM:	
ADDRESS:	
TELEPHONE:	
FAX:	
CITY OR TOWN:	
POSTAL CODE:	
TAX NUMBER:	
STAND NUMBER:	



- 1.- All components are rented. Once the material is set up, the exhibitor is liable for any damage caused.
- 2.- Due to the constant rotation of stocks and renovation of material, we reserve the right to change the contracted model for another similar one with the same characteristics.
- 3.- When the Fair closes, the stand furniture shall be dismantled with the speed the organisation demands. We are not liable for any material left forgotten in storage areas or on furnishings.
- 4.- Once duly filled in with your personal data and stamped, this application form will be understood as your formal order when accompanied by the receipt of the bank transfer or cheque, 7 days prior to the opening of de event.

BANK DATA

SERVIS COMPLET S.A.U

BANK:	0030	BANCO ESPAÑOL DE CREDITO, S.A
BRANCH:	2444	
DIGIT CONTROL:	28	
ACCOUNT NUMBER:	0000245172	
SWIFT CODE:	ESPCESMM	

*Important: Please, note that the VAT applicable will be as per the invoice date.

Other services:

Other extra services as **AV equipment, Internet connection, flower decoration, inside booth cleaning, security, etc.**, must be contracted directly to the venue. The Fira de Barcelona has a special online system for reserving their extra services called E-Commerce.

For information and requests, the contact information is:

E-Mail: info@firabcn.es

Title of the email: SERVIFIRA IUTOX 2010

Tel: + 34 93 233 20 00

F&B requests must be arranged through the official Catering of the venue:

GASTROFIRA

Contact details:

Ms Adriana Berenguer / Ms Monica Martín

Tel : + 34 93 233 27 72

Fax : + 34 93 233 24 79

mail to: acatering@firabcn.es

<http://www.firabcn.es/restauracion>



ANNEX 1:

RESA EXPO LOGISTICS

Rates and Shipping Manual



FORWARDING TARIFF BCN IUTOX EVENT

The following rates apply for the IUTOX'10 held at the Barcelona Fairground.

From Resa warehouse up to delivered on booth:

- Offloading, intermediate storage and delivery to booth: 45,00 € /m3
* Minimum 3 m3/shipment
- Reception & delivery of small shipments (up to 50.-Kg): 50,00 € /shipment

1 Cbm = 300.-Kg

Charges from collected at BCN Airport up to delivered on booth (excluded airline / storage charges, agent fees):

Transfer from airport to booth: 1,15 € /Kg
* Minimum 250.-Kg /Shipment

1 Cbm = 167 Kg

Direct unloading at BCN Fairgrounds and delivery to booth (excluded warehousing):

Offloading and direct delivery from truck to booth: 15,00 € /m3
* Minimum/shipment 105,00 €

- Reception & delivery of small shipments (up to 50.-Kg): 50,00€/shipment

1 Cbm = 300.-Kg / 1 Ldm = 4 Cbm

Rental of lift equipment / Labors (only for works on stand):

Forklift 3 tons (min. 2 hours):	90,00 € /hour
Forklift 4 tons (min. 2 hours):	95,00 € /hour
Forklift 5 tons (min. 2 hours):	110,00 € /hour
Handlift (min. 2 hours):	18,00 € /hour
Worker (min. 4 hours):	31,00 € /hour
Packer / Foreman (min. 4 hours):	50,00 € /hour

Other equipments available on request

Storage:

5.1) Empties:

Collection, storage and re-delivery of empties: 42,00 € /cbm
* Mminimum 2 cbm

5.2) Full goods:

Collection, storage and re-delivery of goods: 55,00 € /cbm
* Minimum 2 cbm

Rounding up from m3 to m3 on both

Customs Formalities:

6.1) Temporary clearance (samples for exhibition):

- ATA Carnet:

ATA Carnet Import Clearance: 140,00 €
ATA Carnet Export Clearance: 140,00 €

- Proforma Invoice:

Temporary import clearance: 175,00 €
Re-export clearance: 175,00 €
Cancellation of TIB on sold goods 80,00 € /entry

Customs bond fee: 1,5 % of value
150,00 € minimum

The venue does not have free bond status, we strongly recommend the use of ATA Carnet for temporary entries

6.2) Definitive Clearance (consumables such as brochures, giveaways):

Import up to 12.000 €:	140,00 € /entry
Up to 18.000 €:	265,00 € /entry
Up to 24.000 €:	295,00 € /entry
Up to 36.000 €:	365,00 € /entry
Use of Resa import tax registration number:	45,00 € /entry
Definitive export clearance:	140,00 € /entry

Additional:

Service fee for shipment, for inbound / outbound:	45,00 € /each way
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Surcharges to be applied on section nrs. 1), 2), 3), 4):

Overtime (18:00 - 20:00h):	25%
Overtime (20:00 - 08:00h):	50%
Saturdays:	75%
Sundays/Public Holidays:	100%

Return charges:

Same as points 1), 2), 3), 4), 5), 6), 7)

Excluded:

- VAT
- Full risk Insurance
- Additional expenses for express deliveries are not included, and will be charged according to the volume / weight of goods (shipments arriving on same day of delivery will be considered express deliveries).
- Duties and taxes, to be debited according to official outlay, + 10% advanced payment (min. 30 €)
- Customs inspections, 175 € will be charged in case of inspection.
- Any other service required



RESA EXPO LOGISTIC
C/Ciencias, Entrada Nr. 1
Recinto Ferial Gran Via
P.O. Box: Apartado de correos 2045
08908 - Hospitalet (BARCELONA)



Tel: + 34 93 233-4038 / -4744 / -4743
Fax: + 34 93 2631894
info@resainternacional.com

SHIPPING MANUAL BARCELONA IUTOX'10 PLAZA ESPAÑA:

The following instructions apply for EPE 2009 held at the Barcelona Fairgrounds Montjuic:

1) Contact:

Xavi Magdaleno
Tel: (+ 34 93) 233 4047 (Direct)
Fax: (+34 93) 263 1894
xmagdaleno@resainternacional.com

Aurelie Sivadier
Tel: (+34 93) 233 4038 (Direct)
Fax: (+34 93) 263 1894
asivadier@resainternacional.com

2) Consigning/delivery instructions:

2.1) Direct truck deliveries:

Please be aware that Barcelona Fairgrounds are divided in 2 different venues, "Plaza España" and "Gran Via". Please check your venue before shipping:

- Pl. España Fairgrounds: RESA EXPO LOGISTIC
Plaza Universo, s/n
Recinto Ferial Plaza España
08004 - Barcelona
Notify to: Name of Exhibitor / Exhibitor Name /
Stand Nr. / Hall Nr.

2.2) Advanced warehouse:

Consign to: RESA EXPO LOGISTIC
Plaza Universo, s/n
Recinto Ferial Plaza España
08004 - Barcelona
Ref: Name of Exhibition / Exhibitor Name /
Stand Nr. / Hall Nr.

2.3) Seafreight / airfreight:

Consign AWB or B/L to: RESA EXPO LOGISTIC
C/ Ciencias, Entrada Nr. 1
Recinto Ferial Gran Via
08908 - Hospitalet (Barcelona)
Notify to: Name of Exhibitor / Exhibitor Name /
Stand Nr. / Hall Nr.

3) Customs documents:

3.1) Definitive entries: Promotional materials to be consumed during the event.

- Invoices for permanent import must be addressed to:
RESA EXPO LOGISTIC
C/Ciencias, Entrada Nr. 1
Recinto Ferial Gran Via
08908 - Hospitalet (Barcelona)
Ref: Name of exhibition / Name of exhibitor

We can clear on definitive basis consumable materials such as brochures, giveaways and other promotional materials. Please state full description of items with values, nr. units, total weight and total nr. of boxes. Please state on the invoice: "Samples not for sale, value for statistical purposes"

3.2) Temporary entries: Goods returning to origin after the show.

- Invoices for temporary import must be addressed to:
Name of Exhibition
Name of Exhibitor / Nr. Hall & Stand Fira Barcelona
- On the ATA Carnet, RESA must be shown as authorized representative (field nr. 3)

4) Arrival deadlines:

NON-EU shipments:

Airfreight shipments: 3 working days before requested delivery date

Roadfreight shipments: 3 working days before requested delivery date

Seafreight shipments: 5 working days before requested delivery date

Pre-advises must be sent via fax or e-mail with full documentation -shipping form, invoices or ATA carnet, transport documents- 3 days before the arrival of shipment to Barcelona. The shipping form is enclosed to this manual, please fill in all details so that we can trace your shipment at our end.

5) Couriers:

Please note that for shipments coming outside EU and under temporary customs entry, we do not recommend the use of any courier service, due to the restrictions of Spanish Customs. On that case using a specialized freight forwarder will be the best solution for your transport.

6) Agents network

Our recommended agent in your country is specialized on exhibition freight forwarding and will be able to assist you on the preparation of your shipment. Our agent will give you a professional advice and will offer you an all-in package that covers all the steps until your items are returned back to origin after the event. The list of our agents worldwide is available on request.

7) Return shipments:

We will be happy to organize the return transport of your items to any destination worldwide, with the transportation way you require (express, air, sea or by road). Our representatives will be in the venue in order to take your orders and assist you for any need you might have, such as packing, labeling, etc.

8) Payment of services:

In the case you are not using one of our agents for the transportation (see on point nr. 6, agents network), invoices should be settled prior to booth delivery for the inbound movement, and before departure of goods for the outbound movement. We accept Mastercard, VISA and American Express credit cards. Bank transfers shall be sent to the following account nr:

BANC SABADELL
Avenida Madrid, 188
08028 Barcelona
Account: 0081 0557 1900 0102 9711
IBAN: ES17 0081 0557 1900 0102 9711
SWFIT: BSABESBB



FORWARDING, HANDLING & CUSTOMS SERVICES ORDER FORM

Please fax or e-mail this form to Xavi Magdaleno of RESA by fax to the fax number +34 93 2631894 or by e-mail to: vmagdaleno@resainternacional.com.

NAME OF EVENT: _____

COMPANY DETAILS

Company Name:		
Address:		
ZIP Code:	Country:	
VAT Nr.(only for European companies):		
Tel.:	Fax:	E-mail:
Exhibitor name:	Hall n°:	Stand n°:
Contact person on stand:		Cell Phone n°:

SERVICE OPTIONS (Please tick which of the below services you require)

<p>1. DOOR TO DOOR SERVICE Resa's nominated agent in your country will arrange pick up from your domicile and deliver through to stand. If you choose this option you'll get complete contact details of our agent. <input type="checkbox"/></p>	<p>2. FROM ARRIVAL AIRPORT / PORT TO STAND. Your own freight forwarder will get the goods to Barcelona airport or port and we will arrange Customs clearance, transport to showsite and delivery to stand. <input type="checkbox"/></p>
<p>3. FROM ADVANCE WHSE TO STAND Your own freight forwarder/courier company will deliver to advance warehouse, already customs cleared. We will transport to showsite and deliver to stand. <input type="checkbox"/></p>	<p>4. ON-SITE UNLOADING ONLY You will make your own arrangements to get the goods to the showsite; we will unload direct from your vehicle to stand. <input type="checkbox"/></p>
<p>5. EMPTY CASE STORAGE Please tick if you'll have empty boxes, crates or other packing material to be stored during the event in order to be used for the return shipment. <input type="checkbox"/></p>	<p>6. OTHER SPECIFIC REQUIREMENTS Please specify: <input type="checkbox"/></p>

APROXIMATE SHIPMENT DETAILS

(To be completed if using options 2,3 or 4 only)

Name of own Freight Forwarder:	Tel.:
Estimated Date Goods due to arrive Airport/Port/Advanced Warehouse/Showsite:	
Nº. of pieces/Trucks:	Weight: kgs Type of goods:
Value:	Dimensions:
Date Goods required on stand:	Aprox. Time:

Please note: All services received from Resa Expo Logistic will be invoiced directly after the event if prior arrangements are not in place. Each Exhibitor is individually responsible for payment of all items/services requested on this form. All accounts must be settled before delivery to the venue for inbound movement, and before departure of goods for the outbound movement. We accept VISA, Mastercard and American Express credit cards. Bank transfers should be sent to the following account number: BANC SABADELL, Avenida Madrid, 188 / 08028 Barcelona 0081 0557 19 0001029711 / SWIFT: BSABESBB / IBAN : ES17 0081 0557 19 0001029711



APPLICATION FOR STAND STRUCTURE OR DESIGN

Request For Space:

OPTION A: MODULAR BOOTHS: (Includes: Modular booth 6 sqm. Structure, name of the company, carpet, electrical switchboard (1.5 Kw).

We will need structure: YES NO

Name that should appear on the booth front (for modular booth only):

.....

OPTION B: DESIGN BOOTHS: (Includes: Carpet and electrical Switchboard (1.5 kw)

*Exhibitors building their own design booth must send their project to the Technical Secretariat indicating measures, weights, technical installation, electrical consumption, etc., so that it may be validated by the venue. It should be sent before **June 15th**. If the project is not previously validated by the venue, it won't be allowed to start the set up of the design booth.*

Name /address/email of people you want to register (2 free of charge)(If not done yet):

1- _____

2- _____

This form should be completed and returned before June 15th to:

GRUPO PACÍFICO – IUTOX 2010

Marià Cubí, 4 - 08006 Barcelona, Spain

Email: iutox2010@pacifico-meetings.com

Tel. (34) 932 388 777 - Fax. (34) 932 387 488