

# Invitation to Exhibit



EUROPEAN SOCIETY OF HUMAN GENETICS



# ESHG EMPAG 2018

16 – 19 June, 2018, Milan, Italy



## Conference Topics

The conference will cover all aspects of human genetics, from the cutting edge of research into the human genome and individual genetic or chromosomal conditions, right through to the practical issues of organising genetic services to deliver the benefits of this knowledge to our populations. Topics include:

- Array technology
- Clinical genetics
- Cytogenetics, including molecular cytogenetics
- Cancer genetics
- Molecular pathology of human diseases
- Developmental genetics
- Expression profiling
- Genetics of complex disorders
- Gene-environment interactions including pharmacogenetics
- Gene therapy
- Genome-wide association studies
- Functional genomics
- Progress in sequencing and annotating the human genome
- Next-generation sequencing
- SNP mapping of the human genome
- Proteomics
- Molecular and cell biology approaches to gene function
- Inborn errors of metabolism
- Neuropsychiatric genetics
- Genetics of ageing
- Genetics of model organisms and application to human disease
- Genetic variation of normal traits
- Prenatal diagnosis and predictive testing
- Treatments for genetic disorders, including therapeutic cloning and use of stem cells
- Quality in genetic testing (accreditation/certification of laboratory and clinical services; introduction and validation of laboratory tests)
- Organisation of genetic services
- Ethical and psychosocial implications of genetic medicine

## Visitors

The expected 2,700 – 3,200 conference delegates will have free access to the exhibition. Among the delegates will be researchers in all aspects of human genetics including molecular genetics, cytogenetics, biochemical genetics, gene therapy, genomics and bioinformatics; clinicians and counselors involved in all clinical specialties, particularly clinical geneticists, paediatricians, oncologists, haematologists, and neurologists; and scientists providing diagnostic services in molecular genetics, cytogenetics and oncology. Delegates come from all over the world. Statistics of previous meetings are available from Rose International.

## Integration of Conference, Exhibition and Scientific Posters

Both the conference and the exhibition will be held at the MiCo - Milano Congressi, Piazzale Carlo Magno, Milan, Italy. The exhibition and the scientific posters will be fully integrated on level 0 of the South Wing. As always with the ESHG conferences, the coffee terraces and cash bar will be located in the exhibition/poster areas.

## Conference & Exhibition Dates

Conference	16 – 19 June 2018	Saturday – Tuesday
Exhibition & Poster viewing	16 – 18 June 2018	Saturday – <b>Monday</b>

## Timetable (exact times to be announced)

Thursday	14 June	Build up of standard stand construction by stand contractor Build up of <u>design</u> stands (exhibitors' own stands)
Friday	15 June	Moving in of exhibits by all exhibitors
Saturday	16 June	Exhibition <b>open all day</b>

Conference Opening Ceremony at 14.00 hrs  
Opening Networking Mixer (exhibitors are invited) at 20.00 hrs (in MiCo)

Sunday	17 June	Exhibition open all day
Monday	18 June	Exhibition open all day
Monday	18 June	<u>Break-down</u> activities start at 18.30 hrs

Detailed time schedule will be given in the Exhibitor Manual (January 2018).

## Participation Fees

EURO 395.00 per m<sup>2</sup> booked and fully paid before 1 February 2018  
EURO 430.00 per m<sup>2</sup> booked and paid after 1 February 2018  
EURO 505.00 handling fee per exhibitor (not related to stand size)  
EURO 250.00 electricity (2 kW including 2 sockets and consumption)

## Electricity Connection & Consumption

An electricity connection is mandatory for all exhibitors and will be charged together with the stand space fee.

The fee for ESHG 2018 is EURO 250.00 for 2 kW including 2 sockets and consumption. Details for ordering more than 2 kW will be available in the Exhibitor Manual (January 2018).

## Included in Participation Fees

- Opening Networking Mixer (welcome reception on Saturday evening)
- Refreshments during official coffee breaks (Saturday, Sunday and Monday)
- Access to the Opening Ceremony
- Exhibitor Conference Badges (allowance related to stand size) and one Exhibits Only Badge
- Listing of Exhibitor company name on the conference website, exhibition page (URL link: see below)
- Listing of Exhibitor company name in exhibition catalogue and conference app
- Conference bag with programme (one per exhibiting company)
- Standard stand construction package:
  - Stand walls 250 cm high, white
  - Company name and stand number on fascia board (in standard lettering)
  - One spotlight per 3 m<sup>2</sup>
  - Carpet (choice from a number of colours)
- Daily cleaning of the stand floor

## Exhibitor Conference Badges & Exhibits Only Badges

Each exhibitor will receive a free allowance of Exhibitor Conference Badges according to stand size. Exhibitor Conference Badges give access to the exhibition & poster areas and to all conference sessions. Exhibitor Conference Badges are made available exclusively for exhibiting company staff. Exhibitors can order additional Exhibitor Conference Badges at the fee of EURO 225.00. Note this is the early fee which applies if ordered before a deadline to be announced in the Exhibitors Manual.

In addition, each exhibiting company receives one free Exhibits Only Badge (valid for all three exhibition days). Exhibits Only Badges give access **ONLY** to the exhibition & poster areas and include refreshments served in these areas during official coffee breaks. Additional Exhibits Only Badges can be ordered at EURO 85.00 each (early fee applicable before a deadline to be announced in the Exhibitors Manual).

Further details about these badges, deadlines for early registration fees, order procedures and other important information will be published in the Exhibitors Manual (January 2018).

## Company URL

Companies who book stand space will appear on the list of exhibitors on the conference website, Exhibition page: <https://2018.eshg.org> (open in November 2017). A URL link from your company name on

this list to your company website can be ordered at EURO 195.00.  
To book: see the Exhibit Application Form.

## Conditions of Payment

- Bookings at the early stand space fee (booked + fully paid before 1 February 2018) will be payable as follows:
  - 50% upon reservation of stand space
  - 50% before 1 February 2018
- Bookings at the late stand space fee (booked + paid after 1 February 2018) will be payable as follows:
  - 100% upon reservation of stand space
- Rose International will issue an invoice, with full bank details, for each instalment due. Payment of each invoice should reach Rose International before the payment date stated on the relevant invoices. For further important aspects of the conditions of payment, see the General Conditions on page 2 of the Exhibit Application Form.
- The exhibitor is responsible for ensuring that Rose International receives correct and full invoicing details at the time of exhibit space application. Default invoice name and address are as filled in by the exhibitor on his/her Exhibit Application Form. Different invoice name/address/VAT number can be filled on the form.
- If an invoice needs to be re-issued (on the request of exhibitor) with different name/address/VAT details, or other changed details (e.g. Purchase Order number), an administration fee of EURO 50.00 per invoice will be charged. This fee will appear on the re-issued invoice, the original invoice will be credited.
- If payment for space at the early fee is not received before the payment date mentioned on the relevant invoice(s), the exhibitor will receive an additional invoice for the difference between early and late fee without prior notice (EURO 35.00 per m<sup>2</sup>).
- All bank costs must be paid by, reversed to the exhibiting company. Any bank costs which are charged to Rose International must be reimbursed before the beginning of the exhibition. Rose International will inform exhibitor accordingly about 3 weeks before the start of the conference.  
**N.B.:** ask your bank how to avoid bank costs for Rose International.
- Check payment cannot be accepted.
- Credit card payments are subject to surcharges. For details contact Rose International.

## Currency & VAT

All fees will be **invoiced and are payable in EURO** and are excluding VAT (Italian or Dutch VAT, as applicable in your situation). If VAT is applied (Italian or Dutch), the rate at the time of the conference will apply, also on invoices already issued.

## General Conditions

By completing and signing the Exhibit Application Form, the applicant declares himself/herself bound by the General Conditions of Rose International (see page 2 of the Exhibit Application Form).

## Minimum Stand Size

The minimum stand size is 6 m<sup>2</sup>.

## Floor Plan, Space Application & Allocation of Stand Locations

The preliminary floor plan and up-to-date overview of stand locations are available from Rose International. Please mark your preferred stand locations (four stand numbers) on the enclosed Exhibit Application Form. If all your preferred stand locations are not available, you will be contacted to discuss alternatives.

Exhibit space will be assigned on a "first come, first served" basis upon receipt of the completed Exhibit Application Form and receipt of the corresponding fees (see also important information under Conditions of Payment, in this brochure).

## Design Stands - Construction Requirements

Standard stand construction is included in the exhibit space fee (as a package only) and no reduction is given in case a company brings and builds its own stand.

All stands, including design stands, should be constructed with walls on all sides bordering upon other stands. These walls must take up the full depth/width of the stand and must be 2.50 m high exactly, measured from the floor of the exhibition hall. Constructions inside the stand may be higher than 2.50 m but need to be approved by the exhibition organisers and should remain at a distance of at least 0.75 m from the stand walls bordering on other stands. Stand floors must be carpeted and stand lights are mandatory for all stands.

The stand design, showing exact measurements and height (in cm), must be presented to Rose International for approval before 29 March 2018.

More information will be given in the Exhibitors Manual (January 2018). If you need specific information at an earlier stage, contact Rose International.

## Registration of local agent/distributor as co-exhibitor

Exhibitors may share the stand with their official local distributor/agent for Italy (one company). The exhibitor will be charged for the co-exhibitor fee of EURO 750.00. This fee covers one Exhibitor Conference Badge for the agent/distributor, their company name on the fascia of the stand and listing in the exhibition catalogue and conference app, as well as on the conference website (Exhibition page).

Please apply for registration of your agent/distributor responsible for the Italian market on the enclosed Exhibit Application Form. The exhibition organisers will ask for a statement regarding the relation between exhibiting company and proposed co-exhibitor, as well as their full company and contact details, before reviewing the application.

If you wish to invite more of your agents/distributors on the stand, contact Rose International for details and conditions.

## Exhibitors Manual

Detailed exhibit information and instructions, build-up and break-down days and times, as well as order forms and links for services and supplies (stand furniture, audiovisuals, flowers and plants, freight forwarding and storage of empties, Internet, stand catering etc.) will be available in the Exhibitors Manual (January 2018).

## Hotel Accommodation

Exhibitors will receive the contact details of the official ESHG 2018 hotel agent as soon as possible after their application for stand space.

## General Conditions

By completing and signing the Exhibit Application Form, the applicant declares himself/herself bound by the General Conditions of Rose International (see page 2 of the Exhibit Application Form).

## Sponsoring & Corporate Satellites

Companies interested in the sponsorship opportunities, which include time slots during the conference for corporate satellites, bag inserts, advertising, and many more, please contact Rose International to obtain the sponsor programme.

The organisation of social events (so only events with a social character) is allowed under strict conditions and only on Friday evening 15 June (as of 18.00 hrs) and on Sunday evening 17 June (as of 21.30 hrs). Please contact Rose International for details. Note: not following these rules will result in exclusion to participate in the next conference, ESHG 2019.

## Compliance

The ESHG organises its meetings in compliance with the rules of EFPIA, Med Tech Europe and EACCME with regards to sponsor involvement and recognition. Any (contractual) agreements in contradiction to these rules will be considered void. *Remember that company compliance may differ from ESHG compliance.*

All companies exhibiting at and/or sponsoring ESHG 2018 are advised to consult the guidelines and codes of practice applicable in Italy. By signing the relevant application form to participate in ESHG 2018, each company agrees to and confirms that it has reviewed the advice and guidelines which determine the applicable codes of practice in Italy and that it will be adhering to all relevant codes and accepts all liability in all cases of non-compliance with these codes (such as EFPIA, MedTech Europe, IFPMA).

## European Society of Human Genetics

The European Human Genetics Conference is organised annually by the European Society of Human Genetics – ESHG. For further information on the society, please visit their website: [www.eshg.org](http://www.eshg.org).

The ESHG is a founding member of the IFHGS - International Federation of Human Genetics Societies.

### ESHG Executive Board (2017 - 2018)

President	Christine Patch, UK
President-Elect	Gunnar Houge, NO
Vice-President	Olaf Riess, DE
Secretary General	Karin Writzl, SI
Deputy Secretary General	Carla Oliveira, PT
Treasurer	Andrew Read, UK
Executive Officer	Jerome del Picchia, AT

### ESHG Annual Meetings Committee – AMC (2017 - 2018)

President	Christine Patch, UK
President-Elect	Gunnar Houge, NO
Vice-President	Olaf Riess, DE
Secretary General	Karin Writzl, SI
Deputy Secretary General	Carla Oliveira, PT
Treasurer, Chair AMC	Andrew Read, UK
Chair of the SPC	Joris Veltman, NL
Executive Officer	Jerome del Picchia, AT
Advisors	Kristina Libova, AT Flora van Laer, NL Jantie de Roos, NL

### ESHG Scientific Programme Committee – SPC

(2017 - 2018, as per date of printing)

Chair	Joris Veltman, NL
Members	Yasemin Alanay, TR Alfredo Brusco, IT Valérie Cormier-Daire, FR Domenico Coviello, IT Yanick Crow, UK Vita Dolzan, SI Francesca Forzano, IT, Observer Brunella Franco, IT Lude Franke, NL Maurizio Genuardi, IT Martin Kircher, DE Maris Laan, EE Conxi Lazaro, ES Lucia Migliore, IT
	Carla Oliveira, PT Lucy Raymond, UK Elisabetta Razzaboni, IT, Co-Chair EMPAG Alexandre Reymond, CH Sam Riedijk, NL, Co-Chair EMPAG Samuli Ripatti, FI Maria Jesus Sobrido, ES Malte Spielmann, DE Zeynep Tümer, DK Enza Maria Valente, IT Kristel Van Steen, BE Thierry Voet, BE Karin Writzl, SI, Secretary General

## Conference Organiser

For information on the content of and registration for the European Human Genetics Conference – ESHG 2018, please visit the conference website, see below, or contact the conference organiser directly at:

ESHG - c/o Vienna Medical Academy  
Alser Strasse 4  
AT-1090 Vienna  
Austria

Contact Kristina Libova  
Telephone + 43 1 405 138 311  
Fax + 43 1 407 827 4  
E-mail [conference@eshg.org](mailto:conference@eshg.org)  
Website [2018.eshg.org/](http://2018.eshg.org/) (open in November 2017)

## Exhibition & Sponsorship Management

For all matters related to the exhibition and sponsoring matters, please contact Rose International.

**ROSE**  INTERNATIONAL

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Website ESHG 2018: Exhibitors list, updated floor plan and overview of stand locations, and other relevant information will be available on the conference website: [2018.eshg.org/](http://2018.eshg.org/) (open in November 2017).