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GRAPHENE FLAGSHIP

GRAPHENE

10-14 SEPTEMBER 2018, SAN SEBASTIAN, SPAIN



WEEK

INVITATION TO EXHIBITION

graphene-flagship.eu/grapheneweek

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1. Welcome Exhibitors

As Conference Chairman, it is my great pleasure to invite you to exhibit at the [Graphene Week 2018](#), held in Donostia - San Sebastian, Basque Country (Spain) on 10-14 September 2018.

The Graphene Week is an annual event, globally recognized as a leading conference devoted to the topic of graphene and attracts in the order of 500 leading international researchers. It is commissioned by the Graphene Flagship, a 10-year initiative launched in October 2013, funded by the European Commission. The [Graphene Week 2018](#) in Donostia - San Sebastian is hosted by the Basque Nanoscience Cooperative Research Center [CICnanoGUNE](#).

The Graphene Week's focus is on science, technology and emerging applications of graphene and related 2D materials and heterostructures. The scientific programme of the Graphene Week 2018 will address fundamentals and applications of these materials, synthesis and growth, as well as an industrial forum.

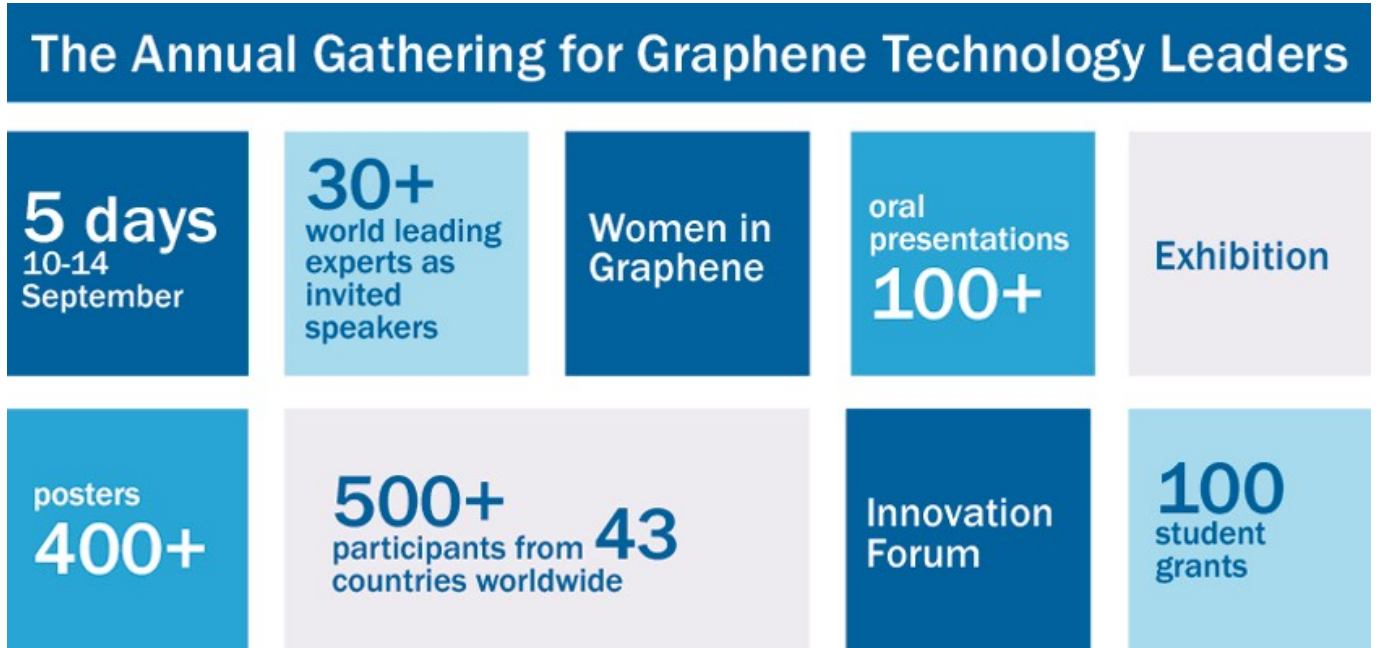
Take this opportunity to participate by showcasing your company products and/or services to key scientists from all over the world. Should you wish to express your interest in sponsoring at this prestigious event or for more information, please contact us at gw@graphene-flagship.eu

We hope you will join us at this conference and we look forward to meeting you in September.

Jose M. Pitarke
Conference Chair
CIC nanoGUNE

2. Graphene Week 2018 Conference Overview

Learn more about the [Graphene Week 208](#)



Many of the attendees are part of the decision-making process to purchase products or services. The benefits for exhibitors include:

- Raising company profiles and adding value to the brand
- Promoting new business markets and channels
- Expanding business contacts
- Exploring a cutting-edge research programme
- Innovation and business opportunities

Testimonial

“The added value of Graphene Week is to learn and develop as a scientist, to motivate students, but most important is to share knowledge that could potentially trigger the next breakthrough in our society”.

**Gemma Vall-Llosera,
Ericsson Research RA HDE, Sweden**

3. Exhibition and Conference Venue

With a spectacular view towards the Cantabric sea, Graphene Week 2018 will be held in the Kursaal Centre in the beautiful city of Donostia - San Sebastian, Spain.

KURSAAL CONFERENCE CENTRE

Paseo Zurriola, 1
 20002 Donostia-San Sebastián
 Tel: +34 943003000



The exhibition area will be placed in the main hall of the Kursaal Centre. The detailed plan shows the stand options that are available.

Choose your company's favourite spot and make your request online. You may also contact the technical secretary to discuss any details.

4. Exhibition Dates and Hours

Dates	Opening hours
10 - 13 September	11:00-18:00

5. Exhibitor Opportunities

There are four [exhibitor packages available](#):

- Platinum Exhibitor Package, 12 m²
- Gold Exhibitor Package, 8 m²
- Silver Exhibitor Package, 6 m²
- Bronze Exhibitor Package, 4 m²

Graphene Week 2018 - Exhibitor Opportunity				
* All prices are excluding 21% Spanish VAT				
<i>Packages & Benefits</i>	Platinum	Gold	Silver	Bronze
Stand	12 m²	8 m²	6 m²	4 m²
Table	1	1	1	1
Chair	2	2	2	2
Complementary full delegate registration	1	1	1	1
Logo at digital programme	Yes	Yes	Yes	Yes
Logo linked to GF website	Yes	Yes	Yes	Yes
Meeting room logo display	Yes	No	No	No
Bag inser	Yes	Yes	Special price	Special price
Price*	€5 000	€4 000	€3 000	€2 000

6. Exhibition Floor Plan

MULTIPURPOSE ROOMS' HALL



The distribution of the booths may change depending on the final number of exhibitors. Any change in your location will be clearly communicated.

7. Exhibitor Packages Details

Below you will find detailed information on what is included in the different options and prices.

PLATINUM PACKAGE

Price: €5.000* (*excl. VAT)

Included items
12 m ² stand (6x2) with white panels, carpet, spot lighting, 1 socket with electrical supply (3000w), company name, 1 table, 2 chairs, and internet access (Wi-Fi)
1 free registration for staff (access to sessions, welcome reception, lunches and coffee breaks)
Presented as exhibitor in Conference programme and Conference webpage
Opportunity to put an insert in the delegates' bag
Meeting Room: Company Roll up or equivalent in the plenary session Room. The company will provide the roll up or equivalent.

GOLD PACKAGE

Price: €4.000* (*excl. VAT)

Included items
8 m ² stand (4x2) with white panels, carpet, spot lighting, 1 socket with electrical supply (3000w), company name, 1 table, 2 chairs, and internet access (Wi-Fi)
1 free registration for staff (access to sessions, welcome reception, lunches and coffee breaks)
Presented as exhibitor in Conference programme and Conference webpage
Opportunity to put an insert in the delegates' bag

SILVER PACKAGE

Price: €3.000* (*excl. VAT)

Included items
6 m ² stand (3x2) with white panels, carpet, spot lighting, 1 socket with electrical supply (3000w), company name, 1 table, 2 chairs, and internet access (Wi-Fi)
1 free registration for staff (access to sessions, welcome reception, lunches and coffee breaks)
Presented as exhibitor in Conference programme and Conference webpage
Opportunity to put an insert in the delegates' bag for €500 (special price)

BRONZE PACKAGE

Price: €2.000* (*excl. VAT)

Included items
4 m ² stand (2x2) with white panels, carpet, spot lighting, 1 socket with electrical supply (3000w), company name, 1 table, 2 chairs, and internet access (Wi-Fi)
1 free registration for staff (access to sessions, welcome reception, lunches and coffee breaks)
Presented as exhibitor in Conference programme and Conference webpage.
Opportunity to put an insert in the delegates' bag for €500 (special price)

* All prices are excluding VAT. VAT in Spain is 21% (European Community companies registered at the VIES will be asked their Intra-Community VAT Number not to pay VAT. European Community companies not registered at the VIES, companies with headquarters in Spain and not European Community companies will have to pay VAT).

* Eligibility: The Graphene Flagship reserves the right to approve all exhibitor applicants.

8. Stand Specifications

The exhibition space will only accommodate a limited number of stands. Please book your stand as soon as possible to secure your favourite location.

All exhibition stands will be constructed under the following specifications:

- Construction of booth with aluminium frames, colour silver, 2,50/2,35mh, stand wall partitions of light grey melamine
- Fascia from aluminium profile
- Placement of self-adhesive capital letters with company name
- Complete electrical installation 3KW(200V)
- Spotlights 100W
- 1 socket for 3000w



Exhibitors that would like to use their own stand should contact the Technical Secretariat.

Exhibition stand will be confirmed upon receiving full payment.

9. Exhibitor Practical Information

Exhibit / Display Mounting and Dismantling

Exhibitors will have access to the Exhibit Hall for set-up of displays and stands, as follows:

Dates	Mounting/ Dismantling
9 September 2018, Sunday	17:00 – 20:00 (Mounting)
10 September 2018, Monday	7:30 - 8:30 (Mounting)
13 September 2018, Thursday	19:30 – 21:00 (Dismantling)

Access to Sessions and Exhibition

Access to the Exhibition Hall and Sessions will be granted to registered staff. Exhibitors will receive a full fee delegate pass at no extra charge. The rest of the staff will have to register and pay the specified fees.

Badges will be delivered on-site. Registration desk is opened from Sunday, 9 September from 17:00 to 20:00. Exhibitor representatives shall wear the identification badge at all times.

Internet Access

Full coverage, free-of-charge

Stand Specifications

Details regarding available extra stand furnishing, flooring, set-up and take-down labour charges, specialised materials handling, freight forwarding services and custom brokerage information will be forwarded by the Exhibition Organiser upon request.

Exhibitor's Liability

The Exhibitor shall be responsible for all damage to structures, furnishing, etc., caused by their representatives, employees, guests, etc.

Shipping, Receiving and Storage

Exhibitors are responsible for the movement of their material to the Exhibition area, i.e. from the place of origin to Kursaal Centre – Congress Venue. Custom clearance, insurance, unloading, storing, and packing of exhibit material is the Exhibitor's responsibility. All shipments should be prepaid and consigned.

Courier service:

Should you wish to send any good to Kursaal Congress Centre, please follow these instructions:

Goods will only be accepted 2 days prior to the beginning of the event (congress, exhibition, etc.), and not before.

Several warehouses are available at Kursaal Congress Centre. Your goods will be placed there on arrival.

How to send your shipment to Kursaal Congress Centre:

1. Go to the following website: <http://intranet.kursaal.org> and select your language
2. Fill-in the form to register. You will receive a confirmation message.
3. Go to access in order to proceed with the shipment. Labels to identify the parcels will be created and Kursaal will receive a notification informing them about the shipment.
4. Once the parcel arrives in Kursaal, we will send you an e-mail to confirm its reception.

Once the exhibition or congress is complete, all parcels should be taken away. You are allowed to leave them in Kursaal as long as a courier service collects them the next day. All parcels that have not been collected within the 2 days following the completion of the event will be discarded.

Note: Exhibitors or exhibit contractors with specialised or dedicated equipment requirements should contact the Technical Secretariat.

Storage

Storage of empty boxes and/or equipment will be available for exhibiting companies.

10. Insurance

Exhibitors must carry their own fire/theft cover, or other insurance policy to cover all risks. The organisers and Kursaal Centre will not be held responsible for damage to crated materials, materials improperly or poorly packaged, or any concealed damage, nor shall the organisers or their agents be held responsible.

11. Contact Technical Secretariat

AZAFATAN ALKARTEA LANKOR, S.L.
Parque Empresarial Zuatzu
Edificio Zurriola, planta baja, local 5
20018 Donostia-San Sebastián (Spain)
Phone: +34 943428111
Fax: +34 943428055
E-mail: gw@graphene-flagship.eu

12. Payment Conditions

Payment of the total amount must be sent within 14 days after confirmation of the exhibition space. An invoice will be sent together with the confirmation. Bank transfers should be made to the Technical Secretariat:

Bank Transfer

LA CAIXA BANK

Account holder: Lankor

IBAN (International Bank Account Number): ES52-2100-2258-1502-0103-4030

BIC / SWIFT CODE: CAIXESBBXXX

Address: Churruga, 14. 20.004 San Sebastián – SPAIN

Ref: GW+ Exhibitor + Invoice number. Please send a copy of the bank transfer slip, indicating the name of the delegate, to Lankor. Mail to: gw@graphene-flagship.eu

Terms of Stand's adjudication

Exhibit space is assigned upon completed registration, on a first-pay, first-served basis.

Cancelation Policy

- Any cancellation of the exhibition should be notified by a letter to the exhibition organiser.
- Cancellations are non-refundable.

13. Exhibitors Booking Form





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