

5-8 October 2023, RAI Amsterdam

TERMS & CONDITIONS

Congress & Exhibition Dates

The 23rd Euretina Congress and associated Exhibition will take place from Thursday 5 until Sunday 8 October 2023 at The RAI Amsterdam, The Netherlands.

Exhibition Organiser

The Organiser is Euretina, The European Society of Retina Specialists, The Exhibitor is the company that completes and submits the online application for space. All communications regarding the Exhibition and exhibition space must be channelled through the Euretina Exhibition Department and orders for exhibition space will only be accepted on the official online exhibition reservation form.

Booth Space Rental

Booth space rental for the Exhibition is 600 Euro per square metre (plus 21% VAT, if applicable) and this covers the cost of booth space only. A range of optional extras, including shell scheme packages, furniture and other services, will be offered at additional cost via Exhibitor Portal from March 2023. The minimum booth space rental is six square metres. Booth space rental includes a pro-rata allocation of complimentary Exhibitor access badges and a corporate listing on the Euretina website.

Terms of Payment

Full payment of the total booth space cost (including VAT, if applicable) is due on or before 31 March 2023. If full payment has not been received by this time, the Organiser reserves the right to re-allocate booth space and apply the cancellation policy.

Booth orders must be submitted and paid in full prior to commencement of the Exhibition build-up. Payment for onsite orders must be submitted in full when the order is being placed. The Exhibitor shall undertake to pay to Euretina all costs related to the supply and provision of goods and services to the Exhibitor and their agents/third parties. Please note that Exhibitors are responsible for their own bank fees when submitting payments and these must be included in all payment amounts. Invoices will be issued for all Exhibition orders.

Alterations in the Regulations

The Organiser reserves the right to alter the present regulations with immediate effect in the event that orders from the Authorities or other compelling reasons might make it necessary to do so.

Alteration of Location and Size of Booths

The Organiser shall be entitled to alter the space rented by the Exhibitor and to undertake limitations of the rented area. Such limitations can only be made against a corresponding reduction of the booth space rental but shall not render the Organiser liable to pay compensation.

Furthermore, the Organiser shall be entitled, within thirty days after the receipt of the accepted online application, without assigning any reason and without incurring liability to damage, to cancel the lease entered into against reimbursing any booth space rental paid at the time of cancellation.

Exhibitors are not permitted to sublet their booth space or lend it to a third party in part or in whole. Exhibitors may not exchange booth spaces without the prior written consent of the Organiser. All booth constructions must conform to the design and technical regulations provided by the Euretina Exhibition Department. Failure to do so will result in refusal to exhibit.

Cancellation / Refund Policy

Notification of cancellation of booth space must be submitted to the Euretina Exhibition Department in writing and will only be deemed accepted once written acknowledgement has been confirmed. Upon cancellation of booth space all associated services will be withdrawn, including exhibitor badges and meeting room hire.

If notification of cancellation is received prior to 31 March 2023 a 25% cancellation fee will apply, regardless of whether payment has been received or not.

If notification of a cancellation is received after 31 March 2023 but prior to 30 June 2023 a 50% cancellation fee will apply, regardless of whether payment has been received or not.

If notification of cancellation is received after 30 June 2023 a 100% cancellation fee will apply, regardless of whether payment has been received or not.

This cancellation policy also applies in the event of part cancellation or reduction of booth space.

In the event that full payment has not been received by 31 March 2023, the Organiser reserves the right to re-allocate booth space and apply the cancellation policy.

This also applies to all optional extras and exhibition related services ordered.



Insurance Requirements

All Exhibitors are required to have Public / General Liability insurance with a minimum Limit of Indemnity of 5 Million Euro in aggregate in order to participate in the Congress and associated Exhibition. The Exhibitor shall be liable for personal injury and damage to property caused by the Exhibitor, his or her employees, third parties or agents, or by his or her equipment and activities. All Risks cover against damage and theft to the Exhibitors' own property, and also to property rented/leased by the Exhibitor, shall also be arranged by each Exhibitor. Cover shall also be arranged for injury to Exhibitors' own employees, where applicable. Exhibitors shall ensure that any agents or third parties engaged by them have similar and commercially reasonable insurances in place. It is the responsibility of each Exhibitor to ensure that they have the required insurance policies in place and Euretina is only responsible for damages arising from the wilful neglect of its permanent staff.

Each Exhibitor is responsible for ensuring that they have the required level of insurance in place and that each external third party contractor engaged to provide services for their booth also has the required level of insurance cover in places for the duration of the exhibition build-up, open days and dismantle. All relevant documentation must be available for inspection on-site at the booth.

Force Majeure

In the case of war, terrorism, immobilisation, strike, lockout, fire, regulations of the authorities or other circumstances beyond the control of the Organiser, which might render it impossible or difficult to carry through an arrangement, the Organiser shall be entitled to remove, in whole or in part, the arrangement to another time or to cancel the agreement. The Organiser shall not be liable to pay compensation to the exhibitor or be bound to reimburse the rental paid.

Exhibitor Badges

Every registered Exhibition Company is entitled to a complimentary allocation of exhibitor badges which are provided on a pro-rata basis based on 4 complimentary badges per 6 square metres. The following rules apply to all exhibitor badge registrations:

- Badges must be displayed at all times when present on the Congress premises.
- Ophthalmologists may not be registered for exhibitor badges.
- Badge swapping and/or sharing of badges is not permitted. Penalties will apply to companies who are found to contravene this policy. All attendees must carry valid photographic identification, which must be presented if requested while on the Congress premises. Failure to provide appropriate photographic identification which corresponds to the badge being displayed will result in badges being confiscated and persons being escorted from the venue.

Exhibitors found to be engaging in practices which contravene the regulations will incur booth space allocation penalties for future meetings and will forfeit all booth space Priority Points.

Exhibitor Listings

Exhibitors will be listed on the Euretina website, provided that booth space has been reserved and paid in full by the submission deadline stated. Exhibitors are requested to submit a company listing (maximum 100 words), logo and contact details for inclusion on the Exhibition listing, which will be available on the Euretina website and on the Congress App. The Organiser is not responsible for errors or omissions in the Exhibition listing.

Special Arrangements

Special arrangements, if any, between the Organiser and the Exhibitor which are not included in this agreement shall only be binding when accepted in writing by the Organiser, Euretina.

By agreeing to these terms and conditions the Exhibitor confirms that they will abide by all Congress regulations. Failing to do so will incur priority points penalties and may result in refusal of permission to exhibit at future Euretina events.

