

Exhibitor Information

Zuken Innovation World UK **September 24, 2020**

Deadline:
August 31, 2020

E-Mail: tara.osborne@de.zuken.com

Dear exhibitor,

We kindly ask you to complete the following information sheet and return it to us as soon as possible, but no later than August 31, 2020. The timely return of the form will help us in our organization process and ensure you receive maximum exposure on our event page.

This is the deadline to:

- Give us the name of your stand delegates
- Order additional stand equipment if needed
- Send us your logos as well as a short company profile for publication on the event website

For further questions please contact Tara Osborne as indicated below.

Best regards,
Your Zuken Innovation World Team

Company

Telephone

Street

E-Mail

City, Postcode

www.

Exhibitor Badges

Please let us know the names of the two delegates participating on your stand:

1. Delegate

Title, First-, Last Name

Position

Email

I would like to attend the Welcome
Dinner on Sept. 23, 2020

yes

no

Dietary restrictions

2. Delegate

Title, First-, Last Name

Position

Email

I would like to attend the Welcome
Dinner on Sept. 23, 2020

yes

no

Dietary restrictions

Contact details: Tara Osborne

Tel.: +49 89 7104059-88 • E-Mail: tara.osborne@de.zuken.com



Stand fittings

The following equipment for your stand space is included in the exhibition package at no additional cost:

2 conference chairs

1 conference table

1 power socket

Please use the space below to list any additional requirements you have and we will do our best to accommodate you. There may be additional costs involved, but you will be informed of them in advance.

Please provide details including dimensions of your exhibitor stand below:

Your company description on our event webpage

We will create a digital exhibitor directory on our event webpage where you can present a short company profile and logo in advance of the event. Please use the space below for your company profile (max. 50 words) and send us your logo as soon as possible.



Arrival and Accommodation

Event location

The Belfry Hotel & Resort
Lichfield Road
Wishaw
Sutton Coldfield B76 9PR
United Kingdom
Telefon: + 44 1675 238600
www.thebelfry.com

The conference will take place in the Woodlands Conference Suite on site of The Belfry.

Parking

There is plenty of free parking available on site.

Accreditation at the venue

Please register at the check-in counter at the beginning of the event. There you will receive your exhibitor pass, agenda and further information about the event.

Accommodation

Please note that hotel accommodation is not included in the exhibition package.

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Set-up, delivery, dismantling

Stand set-up

In order to ensure that the event runs smoothly, we ask you to set up your exhibition stand on September 24, 2020 between 07:00am and 8:30am.

Delivery of marketing material to the venue:

If you wish to have marketing materials delivered to The Belfry, please ensure they arrive no sooner than 3 days prior to the event. Please mark your materials with the following delivery address:

Central Delivery Point - The Belfry
Conference "ZIW Sept. 24"
Wishaw
Sutton Coldfield
West Midlands B76 9PR

Please ensure that you take your materials with you at the end of the event or arrange for their pick-up, as The Belfry cannot return any materials to you.

Dismantling

The dismantling will take place at the end of the event. Please note that the dismantling of your exhibition stand is only permitted after the last activity on the agenda.

GDPR and photos during the event

We ask you to point out to all your stand delegates that photographs and videos may be taken during, before or after the event and that these photographs and the names of the participants may be used for advertising and promotional purposes in connection with the event.

By returning this completed form, you confirm that your participants and stand attendants have taken note of and are in agreement with this information.

Thank you and we look forward to a great event!