

# Exhibitor Requirements Form

14th MELISA Study Group: Metals and more: crossroads between allergy, inflammation and disease, 29-31 May 2009, Valencia, Spain

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## Personal details *please print clearly*

Last name \_\_\_\_\_

First name \_\_\_\_\_ Title \_\_\_\_\_

Institution/Department/Hospital/Clinic \_\_\_\_\_

Address \_\_\_\_\_

Post code \_\_\_\_\_ City \_\_\_\_\_ Country \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

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**Venue** Hotel Sidi Saler, Playa El Saler, 46012 Valencia, Spain, Tel. +34 96 161 04 11 - Fax +34 96 161 08 38

**Set-up time** Set-up will be from 8:00 on Saturday 30th May. If you need additional set-up time (i.e. Friday afternoon or Saturday before 8:00) please let us know. All exhibits must be dismantled by 16.00 on Sunday 31 May.

**Exhibit table** We will provide you 1 exhibit table and 2 chairs only. Please note that this will not be a booth so there is no backdrop or sides to hang banners. Table selection will be first-come-first-served, however, we may need to make adjustments to insure that exhibitors requiring electricity will be located near outlets.

**Registration** Please register (online or by fax) all attendees from your organisation.

**Exhibitor fees** Please pay the exhibitor fee of €400 by bank transfer or when registering online or by fax. Your space will be reserved only after receipt of payment.

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## Requirements

*Please tick your selection of requirements for your exhibition*

- 1 table and 2 chairs**
  - Exhibitor displays** If you have your own booth or display, you are welcome to use it. We will arrange space for you.
  - Poster boards**
  - Internet access** Wireless internet access will be available at no charge. Please be sure that your computers are wireless enabled.
  - Electricity** We encourage you to bring your own adapters and extension cords.
  - Additional requirements** Please inform us if you have any other additional requirements.
- \_\_\_\_\_
- \_\_\_\_\_

**Conditions** Stands must be at least 1 m from the walls of the rooms. The walls must not be used for gluing or taping posters or any other displays. No permanent markings may be made on the floors. The Exhibitor is responsible for removing and discarding all materials at the end of the congress. The organisers are not responsible for lost, stolen or damaged items or persons.

*I agree to the above conditions and have stated my requirements*

Date \_\_\_\_\_ Signature \_\_\_\_\_

## Please post or fax this form to:

Linda Nelson, MELISA Diagnostics  
London House  
243-253 Lower Mortlake Road  
Richmond, Surrey, TW9 2LL  
United Kingdom

Tel: +44 20 8948 9558  
Fax: +44 20 8711 5958  
Email: linda@melisa.org  
Website: www.melisa.org/Valencia2009.php

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