

Belgium | 12 – 14 September 2023

Symposium sponsorship and exhibitor terms and conditions

Amendments to the terms and conditions

Any matters not specifically covered by these terms and conditions shall be subject solely to the decision of the organiser. These terms and conditions may be amended at any time by the organiser and all amendments shall be binding on sponsors and exhibitors equally with the foregoing regulations.

Contractual relationship

Laurea Group BV, a corporation duly organized and existing under the laws of Belgium and having its registered office at Square Meeûs 35, 1000 Brussels, VAT number BE 0682.428.751. organises the UCPSS in its own name and on behalf of Imec vzw, a corporation duly organized and existing under the laws of Belgium and having its registered office at Kapeldreef 75, 3001 Heverlee, VAT number BE 0425.260.668. The sponsorship/exhibitor contract is concluded between Laurea group BV and the sponsor/exhibitor.

Communication

All communication goes via email. No contract and invoices are postal mailed. Both the contract and invoice are emailed to the indicated email address in the application form.

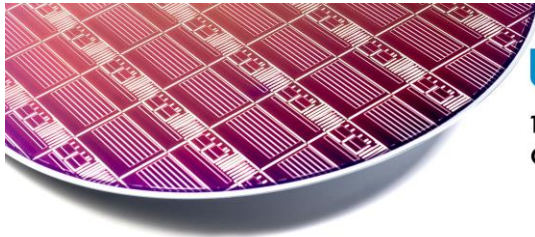
Payment conditions

Once the signed sponsorship application document is received, an invoice representing the total sponsorship amount will be sent out from the Symposium Secretariat. Payment is due within 10 days following the date of the invoice.

The invoice will have the following VAT treatment (under condition a valid tax ID number is provided): VAT rate is 21% for Belgian companies. EU non Belgian companies are invoiced with reversed charge VAT (No Belgian VAT due according to article 44 of the EU VAT Directive-Reverse Charge) and non-EU companies are invoiced without VAT (No Belgian VAT due according to article 44 of the EU VAT Directive). For EU companies: If no valid tax ID number is provided, the sponsorship invoice will have 21% VAT added. VAT validity will be checked via this webpage: https://ec.europa.eu/taxation_customs/vies/#/vat-validation

Drafting the exhibition floor plan

Only products and services in connection to the topic of the Symposium are allowed to be presented. In any case hazardous products or materials should not be exhibited. The exhibition organiser reserves the right to make changes of exhibit space after consulting the exhibitor involved.



The booths may be used only for exhibiting and advertising the exhibitors' own products and services in accordance with the host country's applicable laws and regulations.

The floor plan with booth assignments will be sent to the sponsors end May 2023.

In case you do not wish to be assigned in a space near a particular competitor, please indicate this on the application form. These requests will be taken into account as much as possible.

The allocation will also consider the paid sponsorship fee follow the first-come, first-serve principle taking into account the payment of the fee and signed contract date.

Technical exhibitor manual

A technical manual with detailed information on exact build-up and dismantling times, as well as order forms for additional facilities and services, will be available as from end May 2023 and send to all confirmed exhibitors. It is not allowed to offer hot or cold food or drinks at the booth.

Logo and approval bag inserts

Upon confirmation, sponsors should provide their logo in high resolution in PNG and EPS format and the link to be included on the Symposium website.

Bag inserts need to be submitted for prior approval to the Symposium secretariat the latest 15th July 2023 and need to be delivered in Belgium by 20th August 2023 latest in 250 copies. The shipping details will be included in the technical manual.

Conditions of Payment

Exhibition & sponsoring conditions of payment mentioned on the invoice / confirmation are valid. In any case payment has to be made before opening of the Symposium; if not, the participation cannot be guaranteed and the rental fee remains due.

Damages/Safety/Insurance

Exhibitors and sponsors are entirely liable for damages to third parties' stands, properties, health (be injury or death). To this extent LAUREA Group BV and the venue are to be considered third parties. Exhibitors/sponsors' liabilities are extended to their personnel and / or other people working under their control.

Since neither LAUREA GROUP BV and its staff nor the venue are liable for any damages and/or loss suffered by the exhibitors during the exhibition, including installation and dismantling – it is strongly recommended to arrange insurance accordingly.

As there will be no guarding of the exhibition area during the official exhibition opening hours, all exhibits have to be staffed with at least one person. The symposium rooms and exhibition areas will be locked at night; however, no extra security service for the exhibition is planned.

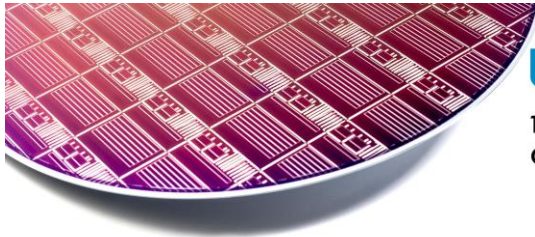
Smoking is not allowed in the venue.

Cancellation

Exhibition space represents 50% of the total sponsorship fee.

When an exhibit space confirmed in writing is cancelled by the exhibitor, 100% of the rental fee still has to be paid before opening of the exhibition.

In case the exhibit space can be let again, there is a cancellation fee of 25% to be paid.



When a confirmed order of furniture or technical supplies has to be cancelled within two weeks before the congress, a handling fee of € 10% and a cancellation fee of 50% are due. Before that date, no cancellation fee is due.

Cancellation of sponsorship is 50% refundable when cancelled by the sponsor before 15th June 2023. After that date, the sponsorship fee is non-refundable.

In the event of a cancellation of the Symposium by the organisers, this will be rescheduled at the first available opportunity suitable. If the Symposium cannot be rescheduled, the exhibitor and sponsorship fees will be reimbursed, except when the Symposium cannot be rescheduled for reasons of force majeure, in which case 50% of the exhibitor and sponsorship fees will be reimbursed.

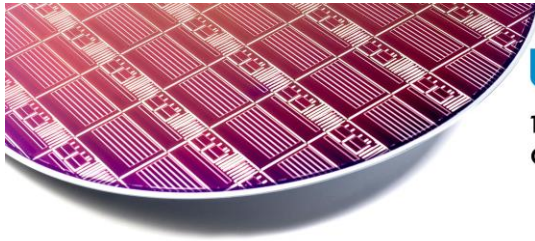
If, during the Symposium, the Symposium has to be cancelled or changed due to unforeseen events or reasons of force majeure in general, the organisers cannot be claimed for any compensation.

Legal authorities

Should there be any disagreement, parties are subject to the courts of Brussels, Belgium.

Supplier details LAUREA GROUP BV

Company legal name	Laurea Group BV, RPR Brussels
Legal address (NEW)	Silversquare Europe Square Meeûs 35, B-1000 Brussels
Office address	Silversquare Europe Square Meeûs 35, B-1000 Brussels
VAT number	BE0682 428 751
General Manager	Stefaan De Corte, MSc.
General Manager's phone number	+32 478 802 167
General Manager's email address	stefaan.de.corte@laurea.be
Bank name	KBC Bank Grimbergen
Bank address	Onze-Lieve-Vrouwstraat 4 B-1850 Grimbergen
Bank phone number	+32 2 272 40 30
Name of the bank account	UCPSS - LAUREA GROUP BV
IBAN code	BE43 7340 6604 6501
BIC code	KREDBEBB
Professional liability insurance company	KBC Verzekeringen NV
Insurer address	Professor Roger Van Overstraetenplein 2, 3000 BE-Leuven
Professional liability insurance agreement number	X9/37.744.645-000



UCPSS 2023

16TH SYMPOSIUM ON ULTRA CLEAN PROCESSING
OF SEMICONDUCTOR SURFACES