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FEBS 2023
THE 47TH FEBS CONGRESS
TOURS, FRANCE

SPONSORING AND EXHIBITION BROCHURE



2023.febscongress.org

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It is our pleasure to announce the 47th FEBS Congress – **'Together in bioscience for a better future'** – that will be held in Tours, France from 8th to 12th July 2023.

The event will be hosted by The French Society for Biochemistry and Molecular Biology (SFBBM), one of the oldest member Societies of FEBS – and in a special collaboration for the 2023 Congress the journals of FEBS are formally joining the event organization, bringing their knowledge from work at the cutting edge of research news and trends to the crafting of a ground-breaking scientific programme.

Through 11 plenary sessions and 21 symposia delivered by outstanding research leaders including one Noble Prize winner, 'FEBS 2023' aims to provide participants at the event with a broad perspective on recent research progress across the molecular and cellular life sciences, encouraging exchange of ideas between fields. In addition, a choice of symposia sessions will offer deeper dives into fast-moving topics identified as exciting and important areas for researchers to keep abreast of now, from basic science subjects to topics with more direct relevance for human health and environmental concerns.

As is traditional at a FEBS Congress, participants will be able to play an active part in the event by presenting their own work as short talks or posters, and the meeting will be preceded by a Young Scientists' Forum. But look out for new features too in the event experience. FEBS 2023 will be a more compact meeting, and will be including some novel approaches to help make it extra rewarding and enjoyable, such as a 'stand-up' social evening for those interested in bioscience education.

While our focus is on the science, the location of a FEBS Congress undoubtedly contributes to its atmosphere and the overall experience for participants. We are delighted that FEBS 2023 will be enhanced by the beautiful setting of Tours, a historic and lively university city on the Loire river. For those who wish to extend their stay, it is well placed for exploration of the Loire valley region with the famous Renaissance Chateaux de la Loire (a UNESCO world heritage site) or the French capital, Paris, an hour away by the TGV high-speed train.

Meeting together in person at a FEBS Congress enables us to share our common scientific interests and passions, celebrate achievements, learn about important developments outside our immediate research focus, make or strengthen international connections, and support each other in our research aims. For the 47th FEBS Congress, we look forward to welcoming researchers at all career stages, from a range of research fields and from across the globe to Tours in July 2023 – to gather 'together in bioscience for a better future'.

We are seeking to attract international and French sponsors and exhibitors amongst biotech and pharmaceutical companies as well as academic institutions, research centers and publishers. FEBS 2023 will offer you a great possibility to advertise your equipment, products and services to a worldwide audience. The conference will give sponsors and exhibitors access to participants with the ability to influence the selection of products and services and to meet many decision makers. We value the contributions of our sponsors and exhibitors. We encourage your participation in what promises to be an outstanding event in biochemistry, molecular biology and related fields.

Alain Krol
SFBBM Secretary General & Chair of FEBS 2023 Organizing Committee

THE SOCIETIES



FEBBS, the Federation of European Biochemical Societies

Founded on 1st January 1964, the Federation of European Biochemical Societies (FEBBS) has become one of Europe's largest organizations in the molecular life sciences. It has over 35,000 members across more than 35 biochemistry and molecular biology societies (its 'Constituent Societies') in different countries of Europe and neighbouring regions. As a grass-roots organization FEBBS thereby provides a voice to a large part of the academic research and teaching community in Europe and beyond.

As a charity, FEBBS promotes and supports biochemistry, molecular biology, cell biology, molecular biophysics and related research areas through its journals, Congress, Advanced Courses, Fellowships and other initiatives. There is an emphasis in many programmes on scientific exchange and cooperation between scientists working in different countries, and on promotion of the training of early-career scientists.

For further information about FEBBS,
please refer to the FEBBS website: www.febbs.org

The French Society for Biochemistry and Molecular Biology

SFBBM (The French Society for Biochemistry and Molecular Biology Society) was founded by Professor Maurice Nicloux on March 14, 1914 at the College de France in Paris.

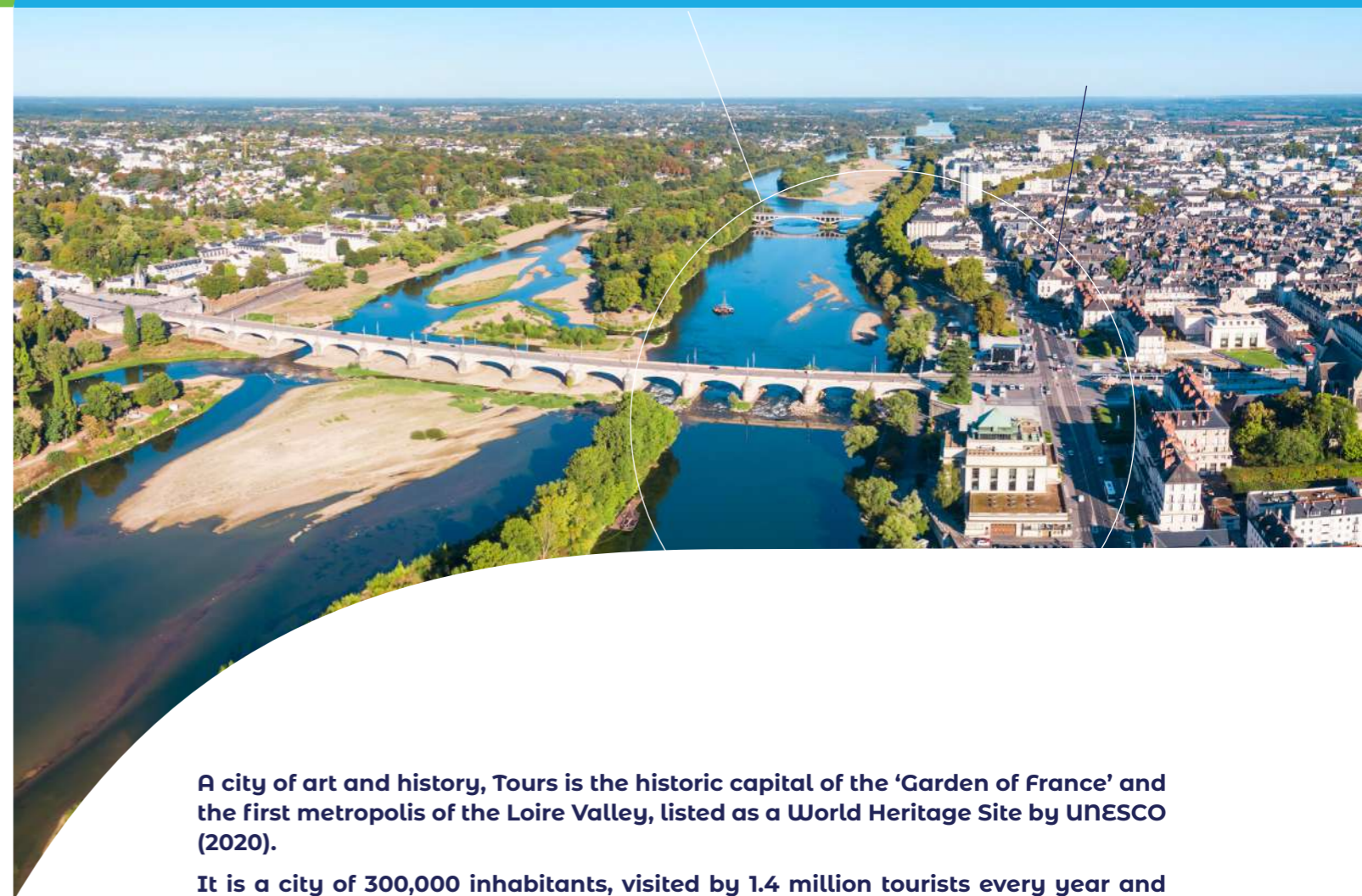
Since 1914, SFBBM has contributed to the spread of knowledge at the interface of biology and chemistry. Biochemistry and molecular biology are both transversal and pivotal to understand the mechanisms that underlie living organisms and viruses. As such, they reach a very broad community of biologists. In this context, the SFBBM continues today to be an important vector in the scientific community and despite its 100 years it has always been able to change and evolve with new developments.

Missions of SFBBM:

- Gather biochemists and molecular biologists
- Unite and stimulate the scientific community through the Society's Theme Panels and its annual Congress
- Be the official representative of the scientific community to government organizations and national / international bodies

• For more information, please visit the SFBBM website:
www.sfbbm.fr

LOCATION: TOURS



A city of art and history, Tours is the historic capital of the 'Garden of France' and the first metropolis of the Loire Valley, listed as a World Heritage Site by UNESCO (2020).

It is a city of 300,000 inhabitants, visited by 1.4 million tourists every year and with more than 30,000 students and 2,500 researchers at the Université de Tours, INRA, CEA.

Tours has an historic centre with half-timbered houses and a cathedral, peaceful green spaces, summer riverside activities, many museums and contemporary art galleries, and gourmet bistros and restaurants.

Beyond the scientific enrichment of FEBBS 2023, Tours and the region of Touraine offer much cultural interest with countless castles, gardens, vineyards, art and renowned gastronomy to enjoy.

KEY DATES

COMMITTEES

→ MANAGEMENT BOARD (MB):

Alain Krol (SFBBM Secretary General), Johannes Buchner (FEBS Publications Committee Chair) and Miguel de la Rosa (FEBS Congress Counsellor).

→ SCIENTIFIC PROGRAM BOARD (SPB):

Chair: Johannes Buchner;
plus Beata Vertessy (FEBS Advanced Courses Committee Chair),
4 FEBS Pressjournals Editors-in-Chief and 3 SFBBM representatives.

→ SCIENTIFIC ADVISORY COMMITTEE (SAC):

Chair: Jerka Dumić (FEBS Working Group on Integration Chair);
co-chair Ferhan Sagin (FEBS Education Committee Chair);
plus representatives of FEBS Member Societies.

→ ORGANIZING COMMITTEE (OC):

Chair: Alain Krol;
plus Miguel de la Rosa, Irene Diaz Moreno
(FEBS Chair of the Working Group on the Careers of Young Scientists) and 5 SFBBM representatives.



WHY BECOME PARTNER WITH FEBS 2023 ?

- A meeting covering several themes in the molecular life sciences under the title *'Together in bioscience for a better future'*. A full list of session topics can be found here.
- A mostly European audience with 1 000+ specialists from early-career scientists to leading academics.
- An exhibition prominent in the congress venue with a **high visibility and maximized participants flow, and a range of additional promotional opportunities.**
- A **unique opportunity** to showcase your company as a supporter of the molecular life science community for 4 days under the same roof.
- **Explain and promote your products and services**
- **Meet your audience** and create new contacts to achieve your marketing objectives.

Congress objectives for supporters and exhibitors:

- Attract national and international sponsors and exhibitors among suppliers of bioscience lab instruments, reagents, kits, and so on, as well as software and publishing companies, academic centers, and other organizations providing services to researchers in the molecular life sciences
- Provide an exciting marketing and scientific environment for sponsors and exhibitors of both private enterprise and academia
- Create an interactive and affordable setting for sponsors and exhibitors
- Facilitate the presentation of new, innovative technologies and services to researchers
- Assist the internationalization of national companies
- Publicise research and training programmes of academic groups and other scientific organizations.

→ 2022 (IUBMB-FEBS-PABMB Congress, Lisbon): 1350

→ 2021 (Virtual) FEBS Congress: 1750

SPONSORSHIP PACKAGES

Support Categories

You will be given a support category status dependent upon the total amount of your support. You will benefit from outstanding advantages linked to your supporter category. Status will be allocated as follows.

All bookings made before January 15th 2023

will have a 5% discount on its booking

	Platinum 25 000€ HT	Gold 15 000€ HT	Silver 9 000€ HT	General sponsor 4 500€ HT
Presentation during Commercial session	Up to 30min	Up to 20	Up to 10min	
Congress full registrations	3	2	1	
Exhibition space with equipped booth*	12sqm	9sqm	6sqm	6sqm
Exhibition badges	4	3	2	1
Symposium invitation at registration	X	X	X	
Supporter's advertisement in the Programme book	1 Page	1 page	½ page	
Description and logo in the programme book	X	X	X	X
Short description and company logo on the FEBS App	X	X	X	X
Sponsor logo on the website	X	X	X	
Supporter's logo in the last newsletter before the congress	X	X	X	
A thank you on @Febsnews Twitter and The FEBS Congress Facebook page	X	X	X	X
Insert into congress bags	3 pcs	2 pcs	1 pcs	
Congress dinner invitations	4			
FEBS Network	X	X		
Discount from other sponsorship items	15%	10%	5%	3%

*The booth will be equipped with basic furniture. To have an enhanced equipped booth, you need to pay 1 800€ HT more per 6sqm.

→ Special Request

Tailored packages can be arranged to suit your objectives. Feel free to contact the Congress Organizing Office to discuss your needs: partnership-febs2023@wearemci.com

SUPPORTER CATEGORIES

PLATINIUM SUPPORTER PACKAGE

25 000€ HT

Sponsor's lecture

- Opportunity to present a 30 minutes lecture during a Commercial session (Programme subject to the approval of the Congress Scientific Committee)
- Lecture will be included in the Programme (subject to receipt by publishing deadline)
- The timeslots will be advised once the programme is finalised and will be allocated on a "first come, first served" basis.

REGISTRATION

3
full registrations
4
Congress dinner invitations

EXHIBITION SPACE

12 sqm
exhibition space with equipped booth
4
exhibition badges

Advertisement

- Inclusion of Company's symposium invitation in the registration package (insert to be provided by company)
- Inside back page / front page colour advertisement in the programme (for the first two companies. The third company could get a middle spread if applicable, and if not an inside page advertisement).
- Sponsor's logo in the printed programme book, distributed with conference materials
- Company description in the programme book (up to 1 000 characters)
- Brief description and company logo on the FEBS App
- Sponsor's logo on the Congress website home page (linked to the Sponsor's website)
- Sponsor's logo in the last newsletter sent to conference participants
- A thank you on @Febsnews Twitter and The FEBS Congress Facebook page
- Sponsor's logo located in the lobby
- Distribution of Sponsor's materials with the conference package (up to 3 pieces)
- Naming the Sponsor at the Opening Ceremony speech
- Presentation of an educational video / post on the FEBS Network.

→ **NEW! 15% discount** from other sponsorship item

GOLD SUPPORTER PACKAGE**15 000€ HT****Sponsor's lecture**

- Opportunity to present a 20 minutes lecture during a Commercial session (Programme subject to the approval of the Congress Scientific Committee)
- Lecture will be included in the Programme (subject to receipt by publishing deadline)
- The timeslots will be advised once the programme is finalized and will be allocated on a "first come, first served" basis.

REGISTRATION**2**

full registrations

EXHIBITION SPACE**9 sqm**

exhibition space with equipped booth

3

exhibition badges

Advertisement

- Inclusion of Company's symposium invitation in the registration package (insert to be provided by company)
- Inside page colour advertisement in the programme book
- Sponsor's logo in the printed programme book, distributed with conference materials
- Company description in the programme book (up to 750 characters)
- Sponsor's logo on the Congress website home page (linked to the Sponsor's website)
- Brief description and company logo on the FEBS App
- Sponsor's logo in the last newsletter sent to conference participants
- Sponsor's logo located in the lobby
- A thank you on @Febsnews Twitter and The FEBS Congress Facebook page
- Distribution of Sponsor's materials with the conference package (up to 2 pieces)
- Naming the Sponsor at the Opening Ceremony speech
- Presentation of an educational video on the FEBS Network.

→ **NEW! 10% discount** from other sponsorship item**SILVER SUPPORTER PACKAGE****9 000€ HT****Sponsor's lecture**

- Opportunity to present a 10 minutes lecture during a Commercial session (Programme subject to the approval of the Congress Scientific Committee)
- Lecture will be included in the Programme (subject to receipt by publishing deadline)
- The timeslots will be advised once the programme is finalized and will be allocated on a "first come, first served" basis.

REGISTRATION**1**

full registration

EXHIBITION SPACE**6 sqm**

exhibition space with equipped booth

2

exhibition badges

Advertisement

- Inclusion of Company's symposium invitation in the registration package (insert to be provided by company)
- Inside ½ page colour advertisement in the programme
- Sponsor's logo in the printed programme book, distributed with conference materials
- Company description in the programme book (up to 500 characters)
- Sponsor's logo on the Congress website home page (linked to the Sponsor's website)
- Brief description and company logo on the FEBS App
- Sponsor's logo located in the lobby
- A thank you on @Febsnews Twitter and The FEBS Congress Facebook page
- Distribution of Sponsor's materials with the conference package (up to 1 pieces)
- Naming the Sponsor at the Opening Ceremony speech

→ **NEW! 5% discount** from other sponsorship item

GENERAL SUPPORTER PACKAGE

4 500€ HT

Exhibition space

- 6 sqm exhibition space with equipped booth
- 1 exhibition badge

Advertisement

- Sponsor's logo in the printed programme book, distributed with conference materials
- Company description in the programme book (up to 500 characters)
- Sponsor's logo located in the lobby
- Brief description and company logo on the FEBS App
- A thank you on @Febsnews Twitter and The FEBS Congress Facebook page
- Naming the Sponsor at the Opening Ceremony speech

→ **NEW! 3% discount** from other sponsorship item

EXHIBITION

	Equipped booth	Enhanced equipped booth
6sqm	2 900€ HT	4 700€ HT
9sqm	4 350€ HT	7 050€ HT

Equipped Booth

The “equipped booths” of 6 sqm are set up and equipped with:

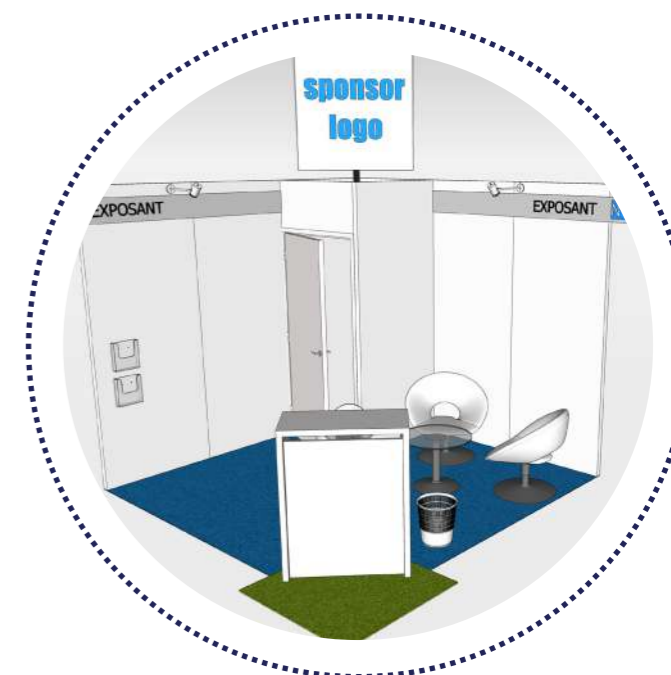
- Structure panels + Fascia board company name
- Spotlights
- Carpet
- 1 table + 2 chairs

Enhanced equipped booth

- Needle Mat
- Carpet footprint
- Bulkhead
- Reserve of 1 m² with door in white closing with keys
- 2 spotlights with stem for 3m of background
- Triple outlet in counter
- A white melamine wooden counter with locked doors
- a transparent plexiglass stool
- a wastepaper basket
- 2 Plexiglas wall document holders, A4 format, to be attached to the back partition
- a shelf block in the storage room
- a set of three white heaters is a coffee table

Exemple of enhanced equipped booth

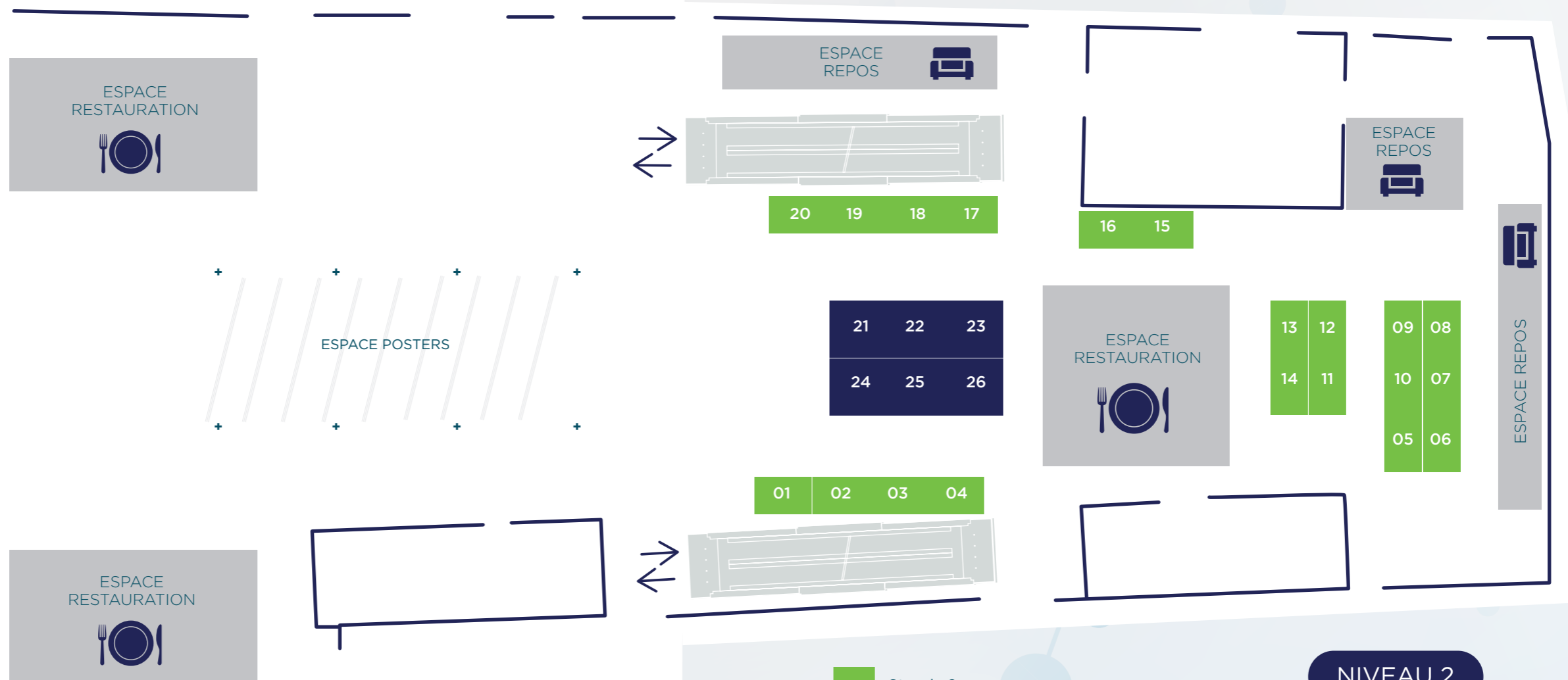
Non-contractual visual



FLOORPLAN



PALAIS DES CONGRÈS - TOURS



- Stands 6sqm
- Stands 9sqm

NIVEAU 2

TRADITIONAL MARKETING



• FINAL PROGRAMME ADVERTISEMENTS

Back Cover page – 1 000€
Inside back cover / Inside front cover - 800€
Inside page - 500€



• CONGRESS BAGS – 7 550€ EXCLUSIVITY

Provide a congress bag to each delegate!
The supporter will provide the funds for bags.
All materials will be branded with the event and the supporter's logo



• WRITING PENS & PADS – 2 000€ per Item EXCLUSIVITY

Writing pens & pads may be inserted in the delegates' bags.
The supporter will provide the pens and pads.
All materials will be branded with the supporter's logo.



• CONGRESS BADGE LANYARDS – 4 500€ EXCLUSIVITY

The supporter will provide the funds for the lanyards.
Lanyards will be branded with the event and the supporter's logo.



• BAG INSERT – 2 000€

Inclusion of 1 item of promotional material, 1 page leaflet,
which will be handed out with the programme upon registering to the congress.
Material should be provided by supporter.



• BOOKMARK – 2 000€ EXCLUSIVITY

Opportunity to brand a bookmark which will be an insert to the programme
and handed out in the congress bags.
Support will be acknowledged in the Industry Support and Exhibition section
of the programme, on the event website, and with signage during the event.



• PPT SLIDE ADVERTISEMENT IN THE MAIN HALL – 700€ (during coffee breaks and lunches)

Opportunity to provide an advertisement to be placed on the screen in the
main hall during coffee breaks and lunches (including 10 minutes directly before
plenary lectures).



• PROMOTIONAL MATERIAL – DISPLAY TABLE – 500€

Opportunity to place up to 1,500 flyers on the congress display table.
Note that the material should be provided by the Supporter.

DIGITAL MARKETING



• DAILY NEWS – 3 500€ EXCLUSIVITY

Each morning of the congress, the daily news will be posted with your logo.
- Acknowledgement on emailing footer
- Get each emailing statistics



• WIFI ACCESS – 4 000€ EXCLUSIVITY

Give the opportunity to each delegate to access the internet with your logo or
company name (you can choose)! WIFI access will be accessible to all delegates
in the exhibition area.
- Acknowledgement in the final programme
- Sponsor logo on the Wi-Fi welcome page



• WEBSITE BANNER – 3 000€ EXCLUSIVITY

Middle or bottom of the page on opening page of FEBS 2023.
The banner will be set up as soon as the contract is signed, and the file received
until the end of the congress



• E CONFIRMATION – 2 500€ EXCLUSIVITY

Sponsor the delegates e-confirmation and get a high visibility!
Once registered, every participant will receive an email. On the bottom of the
page, you can place a banner indicating your presence as partner of the event or
promote your symposium or workshop.



• CONGRESS APP – Notifications – 1 300€ EXCLUSIVITY

- 1 "push notification" sent to all participants onsite who downloaded the app.
The message need to be approved by the committee.
- Support will be acknowledged in the Industry Support and Exhibition section of
the programme, on the event website, and on signage during the event.

DIGITAL MARKETING (Suite)



• MOBILE CHARGING STATION – 3 500€

EXCLUSIVITY

- Give attendees the chance to recharge their devices!
A mobile charging station will be available within the congress center.
- Acknowledgement in final programme
 - Opportunity to place promotional materials
 - Opportunity to brand the charging area



• News messages on FEBS App – 2 000€

Post sponsored messages during the event to share industry news and updates to the news feed and landing page of your event. Messages support rich text and links and can be accompanied with an image or a video. (max 8 – 2 slots / day)



SPONSOR A “FEBS 2023 moment”

→ COFFEE BREAKS 3 000€ HT PER BREAK

Supporter can promote itself through sponsorship of coffee breaks, which take place in the exhibition area throughout the event. Hospitality provided will be in compliance with all relevant industry codes.

- Opportunity to provide items bearing company logo for use at the event
- Support will be acknowledged in the programme, on the event website, and with signage during the event.

→ LUNCH 4 000€ HT PER LUNCH

Supporter can promote itself by sponsorship of Congress lunches, which are served in the exhibition area throughout the event.

- Opportunity to provide items bearing company logo for use at the event
- Support will be acknowledged in the programme on the event website, and with signage during the event.

CONGRESS DINNER

Supporter can promote itself by sponsorship of FEBS Dinner. Hospitality provided will be in compliance with all relevant industry codes.

- Opportunity to provide items bearing company logo for use at the event.
- Support will be acknowledged in the programme, on the event website, and with signage during the event.

YOUNG SCIENTISTS' FORUM

→ YOUNG SCIENTIST'S FORUM WELCOME

6 July 2023 – 4 500€ / event

→ EVENING PARTY

8 July 2023 – 7 000€ / event

Supporter can promote itself by sponsorship of Young Scientists' Forum Party. Hospitality provided will be in compliance with all relevant industry codes.

- Opportunity to provide items bearing company logo for use at the event .
- Support will be acknowledged in the programme, on the event website, and with signage during the event.

EDUCATION RELATED EVENTS SUPPORT OPPORTUNITIES FOR FEBS TOURS CONGRESS 2023

Education and training in the molecular life sciences – a key general aim of the Congress - plays an important role in advancing progress in basic research, ultimately impacting areas such as human health, agriculture, environment and biotechnology.

By providing an educational related event in support of the overall educational aims of the Congress, you are making a vital contribution to these efforts.

The education related events in the Congress will not only be informative but they will also be very engaging and enjoyable. Here are some of them:

1) FEBS Stands-up for Education

This year we have a lively stand-up show including 7-10 well-known researchers & educators. Each will deliver a short educational talk followed by their performance of a kind. These will be presented in an informal atmosphere, possibly at a partially 'privatized' guinguette on the banks of the Loire, while the attendees will also be enjoying some finger foods and drinks.

We are looking forward to meeting our supporters who will sponsor this outstanding lively event!

2) Education Treasure Hunt

This will be an engaging activity that will run throughout the Congress. It will attract the attendees with interesting questions and each day there will be a winner.

We need sponsors to provide interesting presents to the daily and final winners of the Education Treasure Hunt.

*Supports for any of these events will be acknowledged in the Programme as:
"Session Title, Supported by an Educational Grant from Company name"*

- Support will be acknowledged in the beginning of the session by the moderator, followed by a slide presenting the logo of the company (optional).
- Support will be recognized in the Industry Support and Exhibition section of the programme, on the event website, and on signage during the event.

To be returned : FEBS 2023 / MCI France -
25 rue Anatole France CS 79139
92532 Levallois Perret Cedex France -
Email : partnership-febs2023@wearemci.com

SPONSORSHIP AND MARKETING OPTION APPLICATION

Company name:

Contact name:

Postal address:

Zip code and city: Country:

Email:

Telephone: Intracommunity VAT number:

Purchase order number (if applicable):

Company name for publications:

☐ If a purchase order is required for billing, please check the box and attach this purchase order

PLATINIUM	GOLD	SILVER	GENERAL
<input type="checkbox"/> 25 000 €	<input type="checkbox"/> 15 000 €	<input type="checkbox"/> 9 000 €	<input type="checkbox"/> 4 500 €

my COMPANY WANTS TO SPONSOR A SATELLITE SYMPOSIUM:

(please indicate your preferences concerning date and time slot)

Date: Desired time slot:

Amount to be paid: € (VAT Excl.)

Foreseen symposium title:

Other marketing Option	Price
Total amount VAT excluded	€
VAT amount 20%*	€
Total amount VAT excluded	€

*VAT at current rate, subject to modification

If you have booked a booth, please note your booth number(s) in order of preference:

1st choice : 2nd choice : 3rd choice :

Upon receipt of this form, an invoice will be sent to you for a 50% deposit, with balance due by 15th March 2023. We are aware of and agree to the financial and administrative conditions as specified in the Congress Official Partnership and Exhibition Brochure. An invoice will be sent on receipt of this form.

Date and Signature :

Company stamp :

ADDITIONAL BENEFITS

When you exhibit, your company will receive the following additional benefits:

- Listing as an Exhibitor on the Website prior to the Congress with a link to the Company website.
- Listing and profile in the Industry Support and Exhibition section of the Programme.
- Listing as an Exhibitor on the Congress App.

→ ALLOCATION OF EXHIBITION SPACE

- Space Allocation will be made on a “first come, first served” basis.
- Upon receipt of the Exhibition Booking Form space will be confirmed and an invoice will be sent.
- Space allocations will be made in the order in which application forms with payment are received.

→ EXHIBITOR REGISTRATION

- All exhibitors are required to be registered and will receive a badge displaying the exhibiting company name.
- Each exhibition space comes with 1 or 2 exhibition passes depending on the booth size (1 for space of 6sqm, after it depend of the package, 1 for general sponsor, 2 for the Silver Package, 3 for gold and 4 for Platinum).
- Exhibitor can access only exhibition area.

→ EXHIBITOR PROFILE

Upon receipt of the booking form, you will be asked to upload a 100-word Exhibitor Company/Product profile to a provided link. This will be published in the list of exhibitors in the Industry Support and Exhibition section of the Programme and in the Congress App.

→ CONTRACTS & CONFIRMATION

Companies interested in the Sponsorship package are asked to send the request to the Congress Organizing Office: partnership-febs2023@wearemci.com. We are happy to help with any enquiries.

→ VAT INFORMATION

- All indicated prices are exclusive of VAT, and are subject to 20% VAT at the local rate which will be added to the invoice.
- Companies with VAT number based outside France will be invoiced without VAT upon reverse charge rule.

GENERAL RULES & REGULATIONS – LIVE AND VIRTUAL EXHIBITION & SPONSORING

MCI France has been entrusted by the Febs with general logistics and organisation of the Federation of European Biochemical Societies Congress here below referred to as “the Event”, to be held from 8th to 12nd July 2023 in Tours, France.

MCI France may also be referred to as ‘The Organisers’ here below. The person or company making a reservation to book an exhibition space (live and/or virtual), an advertisement or becoming a sponsor to the event may also be referred to as “the company” or “the buyer”.

Both the Organisers and the company may also be referred to as “the parties”. Both the Organisers and the Buyer may also be referred to as “the Parties”.

Reservations

In order to be valid, reservation form(s) are to be carried out by post or email on the original application form and sent to MCI France 25, rue Anatole France - 92300 Levallois-Perret France, by email Partnership-febs2023@wearemci.com or reserved on the on-line reservation platform on the Event website (<https://2023.febscongress.org>)

In the absence of specific written contract between the parties, the signature of the reservation form(s) either on hard copy or electronically constitute a firm hire commitment and compel the subscriber to accept both the general conditions and the exhibition rules and regulations as well as all the specific conditions related to the event if applicable.

No verbal or telephone agreement will commit the Organisers unless confirmed in writing. Reservations will be attributed in order of arrival unless specific event conditions state it differently and are subject to the full payment and the agreement of the Organisers. Once these locations have been attributed, no change will be possible without the Organisers’ written agreement.

All payment must be received by the Organisers prior to the event as per the general or specific event conditions. No sponsor/exhibitor/advertiser will be allowed to begin move-in operations nor be listed as a sponsor/exhibitor/advertiser in the event publications until full payment is received by the Organisers according to the here below stated conditions.

As for the Live Exhibition, the floor plan presented in this document is a non-contractual one. It is subject to acceptance by the Local Public authorities and its official Fire & Safety Regulation Services. The Organisers reserve the right to change if deemed advisable, the location, size and layout of the surfaces requested by the exhibitor.

Acceptance of applications

The Organisers reserve the right to refuse applications from companies not meeting standard requirements or expectations and reserve the right to curtail or close stands, wholly or in part, that reflects unfavourably on the character and the purpose of the event. The existence of any outstanding fees due from past events from the company to the Organisers may result in the refusal of the application until the payment of such outstanding fees has been received by the Organisers. The application would then be considered by the Organisers based on availability at that specific time.

Sharing of booths and virtual exhibition

Exhibitors are not permitted to share with others any booth space allotted to them without prior written consent of the Organisers.

Payment instructions

The Organisers (MCI France) are the sole competent and authorized company to receive payments for this event.

Payments must be made in Euros (€):

- bank transfer to the order of FEBS 2023 Federation of European Biochemical Societies / MCI France - Agency: LCL-Banque des Entreprises Centre d’Affaires Entreprises Grands Comptes Lyon 18, Rue de la République 69002 LYON - Bank code: 30002 - Sort Code: 05666 - Account number: 000 0060 133 P - KEY: 15 IBAN: FR05 3000 2056 6600 0006 0133 P15 - SWIFT: CRLYFRPP (For any bank transfers the company must indicate the reason for the payment on the transfer form, eg sponsorship, booth payment, advertising etc.);

The Organisers also accept the following credit cards under certain conditions: VISA, MASTERCARD, EUROCARD and AMERICAN EXPRESS.

Cancellation conditions (APPLICABLE TO ALL RESERVATIONS)

All cancellations must be made in writing to MCI France. The Organisers shall retain:
- 25% of the agreed amount due if the cancellation is made before 10th January 2023
- 50% of the agreed amount due if the cancellation is made between 11th January 2023 and 10th March 2023
- 100% of the agreed amount due if the cancellation is made on 11th March 2023 or after.

After a reservation has been confirmed, a reduction of booth space, a modification of booth type or any other kind of item reduction, is considered as a cancellation and will be governed by the above cancellation policy. As for the exhibition, a reduction in space may result in relocation of exhibit space at the discretion of the Organisers.

Local and Site Regulations

Buyers shall abide by the local and site regulations with respect to law and order, safe and security. The Organisers will take appropriate action against those who do not comply with the regulations. The Organisers have the authority to demand removal/change of any tools/papers/documents/structures which are not in accordance with the Event rules or even cancel the participation of the Buyer. The decision of the Organisers will be final and binding.

Entry to the Exhibition

Access to the exhibition or virtual platform will only be possible to regularly registered participants. To attend any live or virtual meeting’s sessions, exhibitors will need to register as full delegates and pay the appropriate registration fee if applicable (refer to conference regulations).

Use of rented space and Building rules

The use and branding of exhibit space may not exceed the rented surface. The height limitation as communicated in the Exhibition Technical Manual must be respected both for physical and visual devices (e.g. lasers, gobos, etc.).

Failure to Occupy Space

Exhibitors not occupying booth space by 8th July 2023 will forfeit their booth space without refund. The space may be resold or used by the Organisers.

Force majeure

In the Case of Force Majeure, the event dates may be changed, or the latter may be purely and simply cancelled, the Organisers are not liable for failing to perform their obligations under this Agreement due to acts of God, natural disasters, pandemics, war, civil disturbance, or government action preventing the Organisers to perform their obligations under this Agreement where the cause is beyond the Organisers’s reasonable control (each a Force Majeure Event). The Organisers will provide written notice to the Sponsors, partners & exhibiting companies within a commercially reasonable time and use best efforts to resume performance as soon as reasonably possible. The Organisers may propose to amend the Services, notably by proposing an alternative venue and/or dates, that the Sponsors, partners & exhibiting companies shall consider in good faith and shall not reject without valid and objective reasons. In case the Event date is postponed or cancelled for reasons beyond the Organisers’s control (Force Majeure Event), the event cancellation conditions will apply. Registration to FEBS 2023 implies full acceptance of its cancellation conditions. The Organisers strongly recommend that Exhibiting companies obtain adequate cover for cancellation travel, health, accident and cancellation insurance before they depart from their countries. The Organisers will accept no liability for personal injuries sustained by or for loss or damage to property belonging to Exhibiting companies and their representatives either during or as a result of the Event.

Security

Likewise, and especially in case of risk of harm to any person’s security (and independently from any case of Force Majeure), the event Organisers reserve the right to change the event location and, if necessary, to move the event to another country or region than the one initially planned. The event cancellation conditions stated below shall apply; the Organisers strongly recommend that buyers subscribe adequate insurance covers for and adequate cancellation insurance. In the event of litigation, jurisdiction falls under the Paris Law Courts alone.

Interpretation of the regulations and amendments

The Organisers is the sole competent authority as to problems arising from the interpretation of the here enclosed regulations and their enforcement. Any expenses resulting from the non-observance of the here-enclosed regulations will be chargeable to the Buyer. MCI France reserves the right to change or to complete the here-enclosed regulations without prior notice, but the Buyer will be informed.

Exhibitor/Partner Technical Manual

An Exhibitor/Partner Technical Manual will be sent to every registered Buyer a few months before the event and once invoice(s) has been paid. This manual contains all information regarding general conditions, safety regulations, setting up of a booth and arrangement conditions, description of the booth, specification documents and maps along with order forms and prices for all necessary services (telephone, electricity,

transport, storage...) required by the Buyer.

Health and Safety Laws and Regulations at Work

It is the responsibility of the Buyer to ensure that his contractor, employees, displays and exhibits comply with the latest legislation regarding Health and Safety at Work regulations. The Organisers cannot be held responsible for the Buyer’s noncompliance to these laws and regulations and is entitled to stop booth building or close booth if the latter is not compliant with the local regulation and this without any possible claims against the Organisers.

Third party companies

The Organisers will communicate exclusively with clearly identified third party companies officially mandated by the Buyer (participating exhibitors and sponsors). Queries received from third party companies (i.e communication and press agencies) which do not clearly indicate which company they are representing will not be answered. It is the responsibility of the Buyer to inform the Organisers of the full contact details of the third-party companies they are working with.

Press conferences

Press conferences organized by the Buyer or its duly authorized representatives may only be organized at times specified by the Organisers. The Organisers must be notified of any planned press conferences and all journalists must be officially registered to attend the event.

Promotion onsite

Promotion onsite (at the event) must be limited to the confines of the exhibit space, and/or to the meeting rooms rented by the sponsor/ exhibitor. It is completely forbidden to distribute any documents/gifts or any other type of goods in the common areas of the event to promote your company. The Organisers reserve the right to close their booth if the company is also exhibiting at the event. Companies holding any type of event outside the conference centre without authorisation will see their participation automatically cancelled without any reimbursement.

Data protection clause – Exhibitors and sponsors

1. In accordance with European data protection regulation, in particular Regulation (EU) No. 2016/679 on the protection of natural persons with regard to the processing of personal data, MCI, as data controller, processes the exhibitor/sponsor’s personal data for the purposes of (i) managing and organising the event, in particular the management of exhibitor/sponsor’s stand (ii) managing and organising prospecting and loyalty (iii) enabling the exhibitor/sponsor to benefit from our services (iv) enabling the exhibitor/sponsor to receive our news. These data processing have as legal basis the execution of the contract: the information we collect is necessary for the implementation of the contract to which the exhibitor/sponsor has adhered, failing which the contract cannot be executed. Exhibitor/sponsor’s data are retained for the time necessary for processing purposes, namely 5 (five) years maximum from the end of the business relationship.

For processing purposes, the data of the exhibitor/sponsor’s data - or transmitted by him - will be transmitted to the following recipients: management service providers of our Customer Relationship Manager, service providers in charge of management, event service providers (reception service providers, security, printing, etc.).

The data necessary for MCI to fulfil the purposes described above are those appearing on this addendum. In accordance with the regulations in force, the exhibitor/sponsor benefits from a right of access, rectification, limitation, deletion and portability on his data. The exhibitor/sponsor may also object to the processing of his personal data concerning him and lodge a complaint with the data protection and control authority. The exhibitor/sponsor may exercise his rights by sending a request to the following address: Data-Officer-France@wearemci.com

2. In any event, the exhibitor/sponsor acknowledges compliance with European data protection regulations for its own processing, including Regulation (EU) No. 2016/679 on the protection of personal data, foremost among which the integrity and confidentiality of data communicated by participants and compliance with their data-retention periods. In case of communication to MCI by the exhibitor/sponsor of a personal data file, the exhibitor/sponsor acknowledges having informed and obtained the consent of the person(s) concerned by this communication.

3. If delegates have consented, the exhibitor/sponsor may retrieve delegates’ personal data. The way this information is stored and processed is subject to the privacy policy of the exhibitor/sponsor company. MCI cannot accept any liability in this regard.