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GRAPHENE FLAGSHIP

# GRAPHENE

10-14 SEPTEMBER 2018, SAN SEBASTIAN, SPAIN

## WEEK

## INVITATION TO EXHIBITION

[graphene-flagship.eu/grapheneweek](http://graphene-flagship.eu/grapheneweek)

## Contents

|   |    |
|---|----|
| 1. Welcome Exhibitors .....                     | 2  |
| 2. Graphene Week 2018 Conference Overview ..... | 3  |
| 4. Exhibition Dates and Hours .....             | 4  |
| 5. Exhibitor Opportunities .....                | 5  |
| 6. Exhibition Floor Plan .....                  | 6  |
| 7. Exhibitor Packages Details .....             | 7  |
| 8. Stand Specifications .....                   | 9  |
| 9. Exhibitor Practical Information .....        | 10 |
| 10. Insurance .....                             | 12 |
| 11. Contact Technical Secretariat.....          | 12 |
| 12. Payment Conditions.....                     | 12 |
| 13. Exhibitors Booking Form .....               | 13 |

## 1. Welcome Exhibitors

As Conference Chairman, it is my great pleasure to invite you to exhibit at the [Graphene Week 2018](#), held in Donostia - San Sebastian, Basque Country (Spain) on 10-14 September 2018.

The Graphene Week is an annual event, globally recognized as a leading conference devoted to the topic of graphene and attracting on the order of 500 leading international researchers. It is commissioned by the Graphene Flagship, a 10-year initiative launched in October 2013 and funded by the European Commission. The [Graphene Week 2018](#) in Donostia - San Sebastian is hosted by the Basque Nanoscience Cooperative Research Center [CIC nanoGUNE](#).

The Graphene Week's focus is on science, technology and emerging applications of graphene and related 2D materials and heterostructures. The scientific programme of the Graphene Week 2018 will address fundamentals and applications of these materials, synthesis and growth, as well as an industrial forum.

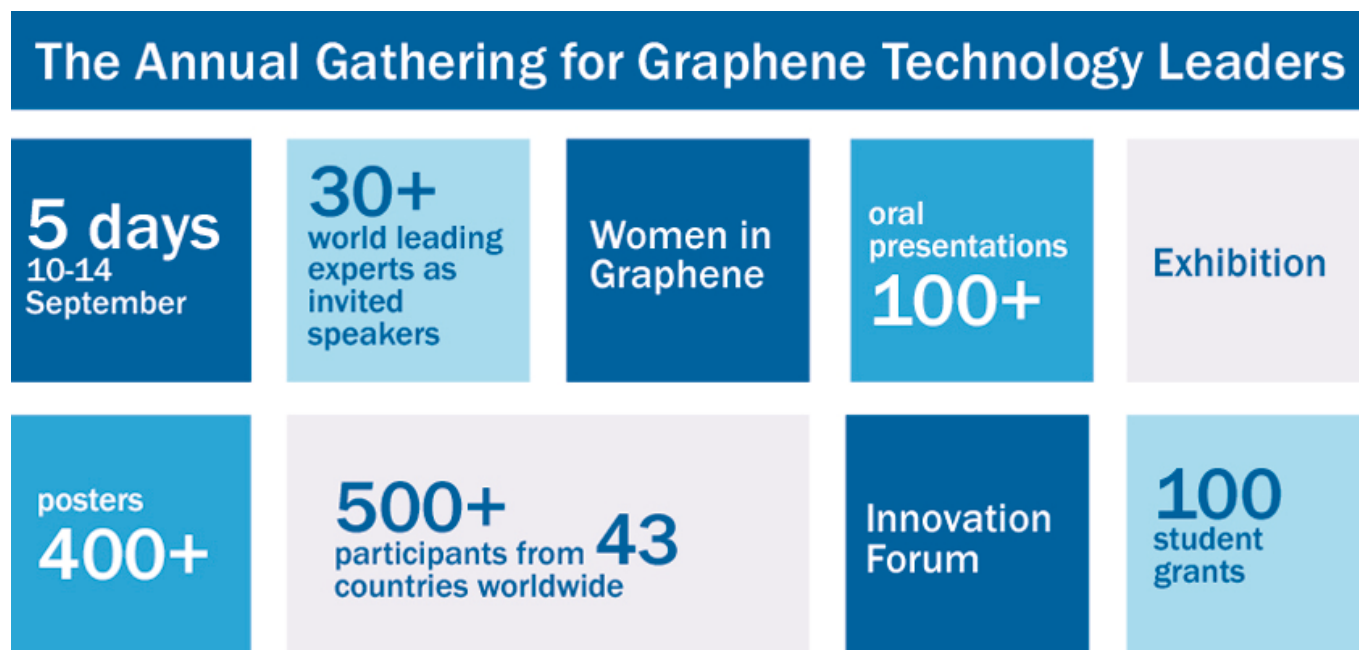
Take this opportunity to participate by showcasing your company products and/or services to key scientists from all over the world. Should you wish to express your interest in sponsoring at this prestigious event or for more information, please contact us at [gw@graphene-flagship.eu](mailto:gw@graphene-flagship.eu)

We hope that you will join us at this conference and we look forward to meeting you in September.

**Jose M. Pitarke**  
Conference Chair  
*CIC nanoGUNE*

## 2. Graphene Week 2018 Conference Overview

Learn more about the [Graphene Week 208](#)



Many of the attendees are part of the decision-making process to purchase products or services. The benefits for Exhibitors include:

- Raise company profiles and add value to the brand
- Promote new business markets and channels
- Expand business contacts
- Explore a cutting-edge research programme
- Innovation and business opportunities

### Testimonial

*"The added value of Graphene Week is to learn and develop as a scientist, to motivate students, but most important is to share knowledge that could potentially trigger the next breakthrough in our society".*

**Gemma Vall-Llosera,**  
Ericsson Research RA HDE, Sweden

### 3. Exhibition and Conference Venue

With a spectacular view towards the Cantabric sea, Graphene Week 2018 will be held in the Kursaal Centre in the beautiful city of Donostia - San Sebastian, Spain.

#### KURSAAL CONFERENCE CENTRE

Paseo Zurriola, 1  
20002 Donostia-San Sebastián  
Tel: +34 943003000



The exhibition area will be placed in the main hall of the Kursaal Centre. The detailed plan shows the stand options that are available.

Choose your company's favourite spot and make your request online. You might also contact the technical secretariat discuss any details.

### 4. Exhibition Dates and Hours

| Dates                                   | Opening hours |
|---|---------------|
| 10 - 13 September<br>Monday to Thursday | 11:00-18.00   |

## 5. Exhibitor Opportunities

There are four [exhibitor packages available](#):

- Platinum Exhibitor Package, 12 m<sup>2</sup>
- Gold Exhibitor Package, 8 m<sup>2</sup>
- Silver Exhibitor Package, 6 m<sup>2</sup>
- Bronze Exhibitor Package, 4 m<sup>2</sup>

| <b>Graphene Week 2018 - Exhibitor Opportunity</b><br><small>* All prices are excluding 21% Spanish VAT</small> |                         |                        |                        |                        |
|--|-------------------------|------------------------|------------------------|------------------------|
| <i>Packages &amp; Benefits</i>   | <b>Platinum</b>         | <b>Gold</b>            | <b>Silver</b>          | <b>Bronze</b>          |
| <b>Stand</b>   | <b>12 m<sup>2</sup></b> | <b>8 m<sup>2</sup></b> | <b>6 m<sup>2</sup></b> | <b>4 m<sup>2</sup></b> |
| <b>Table</b>   | <b>1</b>                | <b>1</b>               | <b>1</b>               | <b>1</b>               |
| <b>Chair</b>   | <b>2</b>                | <b>2</b>               | <b>2</b>               | <b>2</b>               |
| <b>Complementary full delegate registration</b>  | <b>1</b>                | <b>1</b>               | <b>1</b>               | <b>1</b>               |
| <b>Logo at digital programme</b>   | <b>Yes</b>              | <b>Yes</b>             | <b>Yes</b>             | <b>Yes</b>             |
| <b>Logo linked to GF website</b>   | <b>Yes</b>              | <b>Yes</b>             | <b>Yes</b>             | <b>Yes</b>             |
| <b>Meeting room logo display</b>   | <b>Yes</b>              | <b>No</b>              | <b>No</b>              | <b>No</b>              |
| <b>Bag inser</b>   | <b>Yes</b>              | <b>Yes</b>             | <b>Special price</b>   | <b>Special price</b>   |
| <b>Price*</b>  | <b>5 000 €</b>          | <b>4 000 €</b>         | <b>3 000 €</b>         | <b>2 000 €</b>         |

## 6. Exhibition Floor Plan

### MULTIPURPOSE ROOMS' HALL



The distribution of the booths might change depending on the final number of exhibitors. Any change in your location will be thoroughly communicated.

## 7. Exhibitor Packages Details

Below you will find the detailed information on what is included in the different options and prices.

### PLATINUM PACKAGE

**Price: 5.000 €\* (excl. VAT)**

| Included items  |
|---|
| 12 m <sup>2</sup> stand (6x2) with white panels, carpet, spot lighting, 1 socket with electrical supply (3000w), company name, 1 table, 2 chairs, and internet access (Wi-Fi) |
| 1 free registration for staff (access to sessions, welcome reception, lunches and coffee breaks)  |
| Presented as exhibitor in Conference programme and Conference webpage   |
| Opportunity to put an insert in the delegates' bag  |
| Meeting Room: Company Roll up or equivalent in the plenary session Room. The company will provide the roll up or equivalent.  |

### GOLD PACKAGE

**Price: 4.000 €\* (excl. VAT)**

| Included items   |
|--|
| 8 m <sup>2</sup> stand (4x2) with white panels, carpet, spot lighting, 1 socket with electrical supply (3000w), company name, 1 table, 2 chairs, and internet access (Wi-Fi) |
| 1 free registration for staff (access to sessions, welcome reception, lunches and coffee breaks)   |
| Presented as exhibitor in Conference programme and Conference webpage  |
| Opportunity to put an insert in the delegates' bag   |



## SILVER PACKAGE

**Price: 3.000 €\* (excl. VAT)**

| Included items   |
|--|
| 6 m <sup>2</sup> stand (3x2) with white panels, carpet, spot lighting, 1 socket with electrical supply (3000w), company name, 1 table, 2 chairs, and internet access (Wi-Fi) |
| 1 free registration for staff (access to sessions, welcome reception, lunches and coffee breaks)   |
| Presented as exhibitor in Conference programme and Conference webpage  |
| Opportunity to put an insert in the delegates' bag for 500€ (special price)  |

## BRONZE PACKAGE

**Price: 2.000 €\* (excl. VAT)**

| Included items   |
|--|
| 4 m <sup>2</sup> stand (2x2) with white panels, carpet, spot lighting, 1 socket with electrical supply (3000w), company name, 1 table, 2 chairs, and internet access (Wi-Fi) |
| 1 free registration for staff (access to sessions, welcome reception, lunches and coffee breaks)   |
| Presented as exhibitor in Conference programme and Conference webpage.   |
| Opportunity to put an insert in the delegates' bag for 500€ (special price)  |

\* All prices are excluding VAT. VAT in Spain is 21% (European Community companies registered at the VIES will be asked their Intra-Community VAT Number not to pay VAT. European Community companies not registered at the VIES, companies with headquarters in Spain and not European Community companies will have to pay VAT).

\* Eligibility: The Graphene Flagship reserves the right to approve all exhibitor applicants.

## 8. Stand Specifications

The exhibition space will only accommodate a limited number of stands. Please book your stand as soon as possible to choose your favourite location.

All exhibition stands will be constructed under the following specifications:

- Construction of booth with aluminium frames, colour silver, 2,50/2,35mh, stand wall partitions of light grey melamine
- Fascia from aluminium profile
- Placement of self-adhesive capital letters with company name
- Complete electrical installation 3KW(200V)
- Spotlights 100W
- 1 socket for 3000w



Exhibitors that would like to use their own stand should contact the Technical Secretariat.

Exhibition stand will be confirmed upon receiving full payment.

## 9. Exhibitor Practical Information

### Exhibit / Display Mounting and Dismantling

Exhibitors will have access to the Exhibit Hall for set-up of displays and stands, as follows:

| Dates                       | Mounting/ Dismantling       |
|-----------------------------|-----------------------------|
| 9 September 2018, Sunday    | 17:00 - 20.00 (Mounting)    |
| 10 September 2018, Monday   | 7:30 - 8:30 (Mounting)      |
| 13 September 2018, Thursday | 19.30 - 21.00 (Dismantling) |

### Access to Sessions and Exhibition

Access to the Exhibition Hall and Sessions will be granted to the registered staff. Exhibitors will receive a full fee delegate pass with not extra charges. The rest of the staff will have to register at the specified fees.

Badges will be delivered on-site. Registration desk is opened from Sunday, 9 September from 17:00 to 20:00. Exhibitor representatives shall wear the identification badge at all times.

### Internet Access

Full coverage, free-of-charge

### Stand Specifications

Details regarding available extra stand furnishing, flooring, set-up and take-down labour charges, specialised materials handling, freight forwarding services and custom brokerage information will be forwarded by the Exhibition Organiser upon request.

### Exhibitor's Liability

The Exhibitor shall be responsible for all damage to structures, furnishing, etc., which will be caused by their representatives, employees, guests, etc.

### Shipping, Receiving and Storage

Exhibitors are responsible for the movement of their material to the Exhibition area, i.e. from the place of origin to Kursaal Centre – Congress Venue. Custom clearance, insurance, unloading, storing, and packing of exhibit material is the Exhibitor's responsibility. All shipments should be prepaid and consigned.

#### *Courier service:*

Would you wish to send any good to Kursaal Congress Centre, please follow these instructions:

Goods will be accepted only 2 days prior to the beginning of the event (congress, exhibition, etc.), never before.

Several warehouses are available at Kursaal Congress Centre. Your goods will be placed there at their arrival.

How to send your shipment to Kursaal Congress Centre:

1. Go to the following website: <http://intranet.kursaal.org> and select your language
2. Fill-in the form to register. You will receive a confirmation message.
3. Go to access in order to proceed with the shipment. Labels to identify the parcels will be created and Kursaal will receive a notification informing about the shipment.
4. Once the parcel arrives in Kursaal, we will send you an e-mailing in order to confirm its reception.

Once the exhibition or congress is over, all parcels should be taken away. You are allowed to leave them in Kursaal as long as a courier service company picks them up the next day. All parcels that have not been picked up within the 2 days following the end of the event will be thrown away.

*Note:* Exhibitors or exhibit contractors with specialized or dedicated equipment requirements should contact the Technical Secretariat.

### **Storage**

Storage of empty boxes and/or equipment will be available for exhibiting companies.

## 10. Insurance

Exhibitors must carry their own fire, theft, or other insurance to cover all risks. The Organisers and Kursaal Centre will not be responsible for damage to the crated materials, materials improperly or poorly packed, or any concealed damage, nor shall the Organisers or their agents be responsible.

## 11. Contact Technical Secretariat

AZAFATAN ALKARTEA LANKOR, S.L.

Parque Empresarial Zuatzu

Edificio Zurriola, planta baja, local 5

20018 Donostia-San Sebastián (Spain)

Phone: +34 943428111

Fax: +34 943428055

E-mail: [gw@graphene-flagship.eu](mailto:gw@graphene-flagship.eu)

## 12. Payment Conditions

Payment of the total amount must be sent within 14 days after confirmation of the exhibition space. An Invoice will be sent together with the confirmation. Bank transfers should be made to the Technical Secretariat:

### Bank Transfer

LA CAIXA BANK

**Account holder: Lankor**

**IBAN (International Bank Account Number):** ES52-2100-2258-1502-0103-4030

**BIC / SWIFT CODE:** CAIXESBBXXX

**Address:** Churruca, 14. 20.004 San Sebastián – SPAIN

**Ref: GW+ Exhibitor + Invoice number.** Please send a copy of the bank transfer slip, indicating the name of the delegate, to [Lankor](mailto:Lankor). Mail to: [gw@graphene-flagship.eu](mailto:gw@graphene-flagship.eu)

### Terms of Stand's adjudication

Exhibit space is assigned upon completed registration, on a first-pay, first-served basis.

### Cancellation Policy

- Any cancellation of the exhibition should be notified by a letter to the exhibition organiser.
- Cancellations are not refundable.

## 13. Exhibitors Booking Form

[→ BUY](#)



**GRAPHENE FLAGSHIP**

[graphene-flagship.eu/grapheneweek](http://graphene-flagship.eu/grapheneweek)