



EXHIBITORS MANUAL

5th ANNUAL MEETING of Serbian Neurosurgical Society

SNSS Annual meeting 2019 with international participation

EACME®
credits TBA
SHC
credits TBA

96th Anniversary
of Neurosurgery
in Serbia

81th Anniversary
of Clinic for
Neurosurgery,
Clinical center
of Serbia

35th Anniversary
of Department of
Neurosurgery, Clinical
center of Kragujevac

Joint Venture with
EANS Section for Vascular Neurosurgery
HUNGARIAN Neurosurgical Society and
JAPAN Neurosurgical Society,
Section for Vascular Neurosurgery

Organized by
Serbian Neurosurgical Society
in conjunction with
**Croatian Society for Cerebrovascular
and Endovascular Neurosurgery**
Joint meeting with
Southeast Europe Neurosurgical Society



NEUROVASCULAR SUPERSESSIONS:

Exo? Endo? Hybrid?
Quo vadis?

October 25th - 27th 2019
Kragujevac, Serbia

Venue: Hotel Sumarice, Kragujevac

www.vascularneuro.talkb2b.net

**20 BEST
ABSTRACTS
GRANTS**

**Discounts
available for
EANS Individual
Members!**



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NEUROVASCULAR SUPERSESSIONS: Exo? Endo? Hybrid? Quo vadis?

This form has to be filled out, signed and returned by e-mail to:

Company name:

Invoice Address:

Phone / e-mail:

Contact person:

TOTAL CALCULATION

Exhibition booth

Booth graphic

Additional booth material

Technical connections and supplies

Furniture

Plants and floral decoration

Manpower

Cleaning and waste disposal

TOTAL PRICE

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NEUROVASCULAR SUPERSESSIONS: Exo? Endo? Hybrid? Quo vadis?

EXHIBITION BOOTH OCTANORM ORDER FORM

We hereby confirm the following order:

Exhibition booth Octanorm	Width (m)	Depth (m)	Area (m ²)	€/m ²	Total €

VAT is not included in the prices.



The image is only an example.

The stand is available as an in-line or corner or peninsula booth! There is no exhibition space included!

For more signage options see the "Additional Booth material" form. No company name restriction. Please write the requested heading for the company name signboard here:

After receiving your request we will contact you to proceed with the project.

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BOOTH GRAPHIC ORDER FORM

We hereby confirm the following order:

Description	m ²	€/m ²	Total €
Text cut from PVC foil on cutter machine			
Forex foam PVC board 3 mm thick			
Print on self adhesive PVC foil			
Print on banner or mesh canvas			
Print on back light PVC foil			
Roll up display incl. print			
TOTAL			

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ADDITIONAL BOOTH MATERIAL ORDER FORM 1

We hereby confirm the following order:

Optional Signage for Exhibition Booth		Number	€/piece	Total €
Additional letter for sign board				
Coloured letters – others than black	Colour Code RAL:			
Company logo – single coloured	<i>Please send EPS file and colours</i>			
Company logo – up to three colours	<i>Please send EPS file and colours</i>			
Digital print per sqm	<i>Upon request</i>			

Shell Scheme Additions (for rented Schell Scheme only!)		Number	€/piece	Total €
Arm light	50W - Halogen			
Spotlight	300W - Halogen			
Spotlight	150W - Metalhalogen			
Additional wall panel	2,5 m high × 1 m wide			
Storage compartment with lockable door	2,5 m high × 1 m × 1 m wide			
Storage compartment with lockable door	2,5 m high × 1 m × 2 m wide			
Storage compartment with lockable door	2,5 m high × 1 m × 3 m wide			
	Flat shelf, for wall element 1 m wide × 0,4 m 1 m wide × 0,3 m			
	Brochure Wire Holder, for wall element 1 m wide, for DIN A4			
	Plexiglass Brochure Rack 1 m wide x 0,4 m 1 m wide x 0,3 m			
	Table for computer (octanorm system) w 100 cm, d 50 cm, h 110 cm bar stool not included computer not included			
TOTAL				

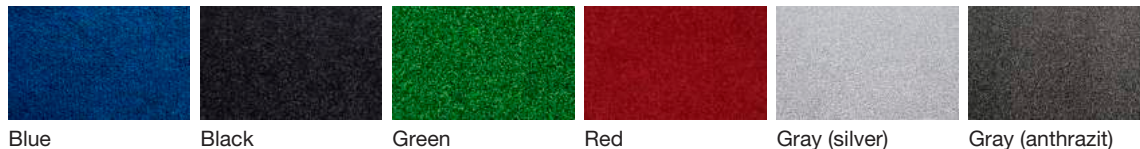
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NEUROVASCULAR SUPERSESSIONS: Exo? Endo? Hybrid? Quo vadis?

ADDITIONAL BOOTH MATERIAL ORDER FORM 2

We hereby confirm the following order:



Carpet		Number	€/m ²	Total €
Carpet BLACK	on double sided tape			
Carpet BLUE	on double sided tape			
Carpet GREEN	on double sided tape			
Carpet RED	on double sided tape			
Carpet GRAY (anthrazit)	on double sided tape			
Carpet GRAY (silver)	on double sided tape			
Laminate floor	beech / birch / wenge			

Other colours and materials upon request

Miscellaneous		Number	€/day	Total €
 Refrigerator 125 L	white			
 Poster board (octanorm system) / single wall element	for posters or as privacy screen (w 95 × h 238 cm poster area)			

TOTAL

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ADDITIONAL BOOTH MATERIAL ORDER FORM 3

We hereby confirm the following order:

Technical Equipment (special set-up not included!)		Number	€/day	Total €
Laptop (4 GB RAM, 2,10 GHz Core 2 Duo, 350 GB HDD)				
Notebook (4 GB RAM, 2,10 GHz Core 2 Duo, 350 GB HDD)				
TFT Monitor 48,2 cm	Screen diag. 19", 16:9			
TFT Monitor 55,8 cm	Screen diag. 22", 16:10			
TFT Monitor 60,9 cm	Screen diag. 24", 16:10			
LED TV 101,6 cm	Screen diag. 40", 16:9			
LED TV 139,7 cm	Screen diag. 55", 16:9			
LED TV 165,1 cm	Screen diag. 65", 16:9			
Video- / Data projector	20000 ANSI Lumen, 1024 × 768			
Video- / Data projector	30000 ANSI Lumen, 1024 × 768			
Video- / Data projector	5.200 ANSI Lumen, 1024 × 768			
Video- / Data projector	6.000 ANSI Lumen, 1024 × 768			
Video- / Data projector	16.000 ANSI Lumen, 1024 × 768			
Basic Audio System c/w 2 Bose Speakers & 1 microphone, 1 CD player + technician				
<i>Other colours and materials upon request</i>				
TOTAL				

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TECHNICAL CONNECTIONS AND SUPPLIES ORDER FORM

We hereby confirm the following order:

Electrical supply including power consumption, switchboard and power distribution		Number	€/day	Total €
Power supply 2 kW	230V/16A/3kW, domestic supply 2kW, CEE 7/4 German/French earthed)			
Power supply 3 kW	230V/16A/3kW, domestic supply 2kW, CEE 7/4 German/French earthed)			
CEE 16A industrial, AC 230/400V, 6 kW	Incl. night current, power consumption, fuse box and distribution			
CEE 16A industrial, AC 230/400V, 10 kW	Incl. night current, power consumption, fuse box and distribution			
CEE 32A industrial, AC 230/400V, 15 kW	Incl. night current, power consumption, fuse box and distribution			
CEE 32A industrial, AC 230/400V, 20 kW	Incl. night current, power consumption, fuse box and distribution			
CEE 63A industrial, AC 230/400V, 40 kW	Incl. night current, power consumption, fuse box and distribution			
Electrical grounding and all electrical installations at the stand may be made either by the exhibitors' own electricians or by any specialist electrical companies which have been authorized in accordance with VDE and internationally valid regulations. Otherwise please order an electrician with the appropriate order form.				
Triple socket				
Telecommunications		Number	€/day	Total €
Internet, Full Flat 2 Mb/s				
Internet, Full Flat 4 Mb/s				
Router with 4 port switch				
<i>Further equipment offered on request!</i>				
TOTAL				

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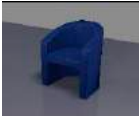
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NEUROVASCULAR SUPERSESSIONS: Exo? Endo? Hybrid? Quo vadis?

FURNITURE ORDER FORM 1

We hereby confirm the following order:

Description – Colour, Size (Width/Depth/Height in cm)			Number	€/piece	Total €
	Chair	Chrome - white			
	Chair upholstered	Black			
	Chair	Chrome - gray			
	Chair	Chrome - white			
	Bar stool "Z"	Chrome - black			
	Bar stool	Chrome - white			
	Leader chair	Chrome - white			
	Club chair	Blue Black Red			
TOTAL					

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FURNITURE ORDER FORM 2

We hereby confirm the following order:

Description – Colour, Size (Width/Depth/Height in cm)		Number	€/piece	Total €
	Square table	Black, w 80 cm × d 80 cm × h 74 cm		
	Rectangular bar table	White, w 120 cm × d 60 cm × h 110 cm		
	Round table	Gray, d 80 cm × h 74 cm		
	Round bar table	Gray, d 60 cm × h 120 cm		
	Club table	White, d 45 cm × h 45 cm		
TOTAL				

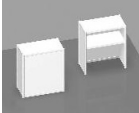
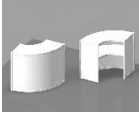
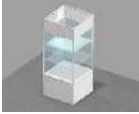
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NEUROVASCULAR SUPERSESSIONS: Exo? Endo? Hybrid? Quo vadis?

FURNITURE ORDER FORM 3

We hereby confirm the following order:

Description – Colour, Size (Width/Depth/Height in cm)		Number	€/piece	Total €
	Counter (Octanorm system) w 100 cm × d 50 cm × h 110 cm			
	Counter (Octanorm system) w 153 cm × d 50 cm × h 110 cm			
	Glass vitrine (Octanorm system) w 100 cm × d 50 cm × h 110 cm			
	Glass vitrine (Octanorm system) w 100 cm × d 100 cm × h 110 cm			
	Glass vitrine (Octanorm system) w 50 cm × d 50 cm × h 250 cm			
	Glass vitrine (Octanorm system) w 100 cm × d 50 cm × h 250 cm			
	Glass vitrine (Octanorm system) w 100 cm × d 100 cm × h 250 cm			
	Sideboard Beech, w 60 cm × d 40 cm × h 55 cm			
TOTAL				

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ORDER FORM FOR PLANTS AND FLORAL DECORATION

We hereby confirm the following order:

Plant		Number	€/piece	Total €
Ficus Benjamin • size 100 cm - 150 cm				
Ficus Benjamin • size 150 cm - 180 cm				
Kentia Palm Tree • size 100 cm - 150 cm				
Kentia Palm Tree • size 150 cm - 180 cm				
Thuja • size 100 cm				
Thuja • size 150 cm				
Thuja • size 180 cm				
TOTAL				

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ORDER FORM FOR MANPOWER

We hereby confirm the following order:

Staff	Number	Hour	€/person per hour	Total €
Decorator / Helper (minimum 2 hours)				
Contact person onsite:				
Booth security (minimum 6 hours)				
Contact person onsite:				
Hostesses, English speaking (minimum 5 hours)				
Contact person onsite:				
Electrician				
Contact person onsite:				
Technician for PC and AV equipment (minimum 2 hours)				
Contact person onsite:				
Photographer (Can only be hired for taking pictures of client's)				
Contact person onsite:				
TOTAL				

*According to agreement

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ORDER FORM FOR CLEANING, WASTE DISPOSAL

We hereby confirm the following order:

Cleaning and Waste Disposal	Hour	€/hour	Total €
Cleaning before the exhibition starts Cleaning of booth after set up, floor and furniture, no exhibits			
Cleaning on exhibition days on 11 Nov. / 12 Nov. / 13. Nov Cleaning of booth after set up, floor and furniture, no exhibits			
125 L trash sack			

You are requested to place the ordered waste disposal bags in front of your stand at the end of each exhibition day, so they can be collected from the cleaning staff. The waste disposal bags will not be removed when they are within the exhibition stand.

	Piece	€/piece	Total €
1,1 m ³ container during set up			
1,1 m ³ container during exhibition			
1,1 m ³ container during dismantling			
TOTAL			

VAT is not included in the prices.



CONTACT

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