

# Sponsor Prospectus

## Sponsor Welcome

We welcome you as a sponsor of the "Fish Sampling With Active Methods" Conference (hence FSAM 2010). We look forward to helping make this conference a successful experience for you and your company!

The Conference and the Exhibition will be held in the Conference centre of the Campus of the University of South Bohemia.

## Terms and Conditions

1. **Contract:** When, and if accepted by the Organizer - the Biological Centre of Academy of Sciences of the Czech Republic, Hydrobiological Institute - hereafter referred to as the Organizer - the **Sponsor Registration** and the Sponsor **Terms and Conditions** together shall constitute the contract between the Sponsor and the Organizer.
2. **Conditions:** To be officially accepted as a Sponsor, a completed **Sponsor Registration** must be returned to the FSAM 2010 Conference Organizer (see the contacts below) and must be accompanied by payment of the chosen Sponsorship. Payment in full must be received no later than **April 20, 2010**. Registration and payment will be confirmed via e-mail. Until a Sponsor pays the sponsorship payment in full, the Sponsor will not be eligible for any benefits included in a chosen sponsorship.
3. **Refunds and cancellation by Sponsor:** If a Sponsor, whose application has been processed and accepted, wishes to cancel:
  - prior to **25 July, 2010** (including) - the Organizer will return to the Sponsor the full refund of payment made less a €100.00 administration fee;
  - after **25 July, 2010**, no refunds of payments will be made.

Cancellation requests **MUST** be submitted in writing.

4. **Cancellation of Contract:** The Organizer reserves the right to terminate this contract and to withhold from the Sponsor possession of the exhibit space and all other benefits if (a) the Sponsor fails to pay in full the committed sponsorship payment (b) the Sponsor fails to perform any terms and conditions of the contract.
5. **Non-Delivery of the Building:** The Organizer will not be liable for failure to deliver the space in the event of the building becoming unavailable through fire, act of God, public enemy, strikes, the authority of the law, or any other cause beyond its control. Should the Organizer cancel the Conference and/or the Exhibition for other reasons, the Sponsor shall be eligible for reimbursement of (a) a full sponsorship payment in case of cancellation of the Conference and the Exhibition, (b) a space rental fee, in case it was included in the chosen sponsorship and in an amount indicated in the sponsorship, in case of cancellation only of the Exhibition, while other possible benefits of a chosen sponsorship will be provided.
6. **Qualifications to Exhibit:** The purpose of this exhibition opportunity is to provide a showcase for products of interest to the attendees of the FSAM 2010. The Organizer reserves the right to remove, decline, or prohibit any exhibit, or part thereof, which, in its opinion is not suitable to or in keeping with the character of the conference.
7. **Licence and Term:** The licence given hereunder shall be solely for the use and occupation of the space allocated to the Sponsor's exhibit for the period of the conference.
8. The Sponsor shall be allowed access to the space allocated before and after the exhibition to allow for the installation and the removal of exhibits.
9. **Sub-Licence of Space:** The Sponsor shall not sub-licence, transfer, or apportion any part of its allotted space except as specifically approved by the Organizer, shall not exhibit nor permit to be exhibited in its space any merchandise not a part of its own regular products, and shall not exhibit any advertising material not directly pertaining to the products exhibited.
10. **Assignment of Space:** The Organizer shall have the right to change, if necessary, the assignment of space to be occupied by the Sponsor.
11. **Insurance:** Sponsors should arrange their own commercial general liability insurance, including personal and bodily injury liability, in appropriate and relevant amount. The Sponsor assumes entire responsibility and liability for losses, damages and claims arising out of injury or damage to Sponsor's displays, equipment and other property brought onto the premises of the University of South Bohemia where the FSAM 2010 Conference and the Exhibition will be held, and shall indemnify and hold harmless the Organizer's and University's agents, servants and employees from any and all such losses, damages and claims. The Sponsor acknowledges that the Organizer and University of South Bohemia do not maintain insurance covering Sponsors' property and this is the sole responsibility of the Sponsor to obtain business interruption and property damage insurance covering such losses by Sponsor. In addition neither the Organizer nor the University of South Bohemia will accept responsibility for loss or damage to your equipment, goods, gifts, and/or personal effects. Do not leave valuable items unattended during the course of the conference.
12. **Interpretation of Regulations:** The Organizer has the right to make such changes, amendments, and additions to the Sponsor Terms and Conditions as it deems necessary to the proper conduct of the Conference and the Exhibition and thereupon the Sponsor Terms and Conditions shall rest with the Organizer and its decision will be final. The Organizer may require the Sponsor to make such alterations to its display(s) as deemed necessary to the proper conduct of the exhibition and, on failure by the Sponsor to comply, the Organizer may order the immediate removal of the entire exhibit without compensation and at the Sponsor's expense.
13. **Admission to the Show:** FSAM 2010 Conference Secretariat reserves the right to refuse admission to the

exhibition hall to any visitor, Sponsor, Exhibitor, Sponsor's or Exhibitor's employee considered to be undesirable, or behaving in a manner deemed to be threatening to the professional operation of the show.

14. **Noise:** Any Sound System or equipment generating excessive noise is forbidden and will be removed at the Sponsor's expense.
15. **Personnel in Exhibition Space:** Sponsors must ensure that the provided Exhibition space is staffed at all times during exhibition hours. Sponsors are required to wear their name badges during Exhibition hours.
16. **Support:** Displays must be self-supporting, and nails and screws are not permitted in building floors and walls.
17. **Wiring:** All wiring or display fixtures must be safe and secure. This applies to all exhibition space set-up and equipment displayed. Be sure these requirements are met before bringing your display to the exhibit.

**LOOKING FORWARD TO SEEING YOU IN CESKE BUDEJOVICE!**

## General Information

- **FSAM 2010 Contact Information:** Katka Soukalova, Biology Centre ASCR HBU, Na sadkach 7, Ceske Budejovice, 370 05, Czech Republic, Fax: +420 38 5310 248, e-mail: [fsam2010@hbu.cas.cz](mailto:fsam2010@hbu.cas.cz)
- **Accommodation:** Accommodation is available for Sponsors at various hotels that are listed on the **Accommodation** page at the Conference Website. Booking in these hotels is available on-line via their web pages. To arrange your accommodation, you must contact the hotel independently.
- **Electrical Services:** Electrical Outlets in the Czech republic are of voltage of 230V. From outside of Europe including Great Britain you need an adapter for the power outlets.
- **Sponsor Identification:** All Sponsors will be issued with a **Sponsor identification badge**. Each Sponsor must wear a Sponsor identification badge for the duration of the Conference.
- **Floor Plan:** To see a copy of the Floor Plan, please visit the Exhibition Space Layout Plan.
- **Registration:** Go directly to registration desk located in a foyer in front of the main conference hall to pick-up conference badges.
- **Storage:** A small storage lock room (with no further security) will be available for all Sponsors and Exhibitors together next to in the exhibition area.
- **Security:** No security will be provided except of the possibility to store some items in a small storage room (see above).
- **Audio Visual Equipment, Additional Furniture, Internet connection:** Will not be available in the exhibition area.