

17th EUROPEAN RENTAL ASSOCIATION CONVENTION

Lisbon, 15 – 16 May 2024

Table Top Exhibition Offers and information

This document has been put together by the ERA Secretariat to give you information on how to book space in the table-top exhibition to take place in the social area of the ERA Convention 2024, on 15 – 16 May.

I- Exhibition Spaces

All spaces include basic furniture (1 table and 2 chairs) and one 230V electricity plug. The allocation of the stands will be done at a later stage in order of reservation. Prices do not include VAT.

Item	Price before 04/03/2024	Price as of 04/03/2024
<u>Exhibition</u>		
3*2m space – ERA Members Rate	3.500 EUR	4.000 EUR
3*2m space – Non-Members Rate	4.500 EUR	5.500 EUR
6*2m space – ERA Members Rate	6.000 EUR	6.500 EUR
6*2m space – Non-Members Rate	7.500 EUR	7.500 EUR

Please note that the reservation of a table-top does not include any registration to the ERA Convention. If you wish to attend the Convention, please register on the ERA website as soon as the registration is open.

For further information on conditions applying to the table-top exhibition, including set-up and dismantling times, please read our general terms and conditions for the event.

II- Payment

Once we have received your reservation you will receive an invoice for payment. If your company requires purchase order numbers to be mentioned on invoices received, please provide one at the time of passing your order.

Please note that, in case the payment of your company is not received in full in the 15 days following your reservation, the space reserved by your company will be considered as available again.

**For questions on the table-top exhibition, please call:
Veerle Guns at +32 2 761 16 04 or email: era@erarental.org**

ERA Convention 2024

General Terms and Conditions of the Event **Registration and Cancellation Policy**

The present terms and conditions apply to the table top exhibition organized in the framework of the European Rental Association's 2024 Convention on 15 – 16 May. The exhibition is taking place in the EPIC SANA Marquês Hotel, Av. Fontes Pereira de Melo, nº 8 1069-310 Lisboa, Portugal.

1° Description of Table-Top Exhibition

Alongside the ERA Convention, in the area where social events (cocktail, coffee breaks, luncheon...) will be taking place and just outside the main conference room, a table-top exhibition will be organized.

The European Rental Association will be providing exhibitors with exhibition space and one table, two chairs and one electricity plug. The furniture provided will be the same for all stands.

On the space allocated to them, exhibitors are free to display banner stands, brochures, small objects or to display presentations on a computer. It is strictly forbidden to display exhibits outside the allocated space, as well as to display large or heavy exhibits (above 50 kg).

Set-up of the table-top exhibition starts at 8.00 on 15 May 2024 and ends at 12.00 on that day. Dismantling starts at 14.00 and ends at 17.00 on 16 May 2024.

2° Exhibition space allocation

Space will be allocated on a first come – first served basis, once the registration is open.

4° Cancellation Policy - Cancellation by the exhibitor

Exhibitors can cancel their participation until 4 March 2024. Until that date, payments already received will be refunded (limited to the amount paid). However, a fee of 200 EUR will be charged to cover administrative and banking costs. Refunds will be handled after the event.

In case of cancellation after 4 March 2024 or in case of no-show, fees paid will not be refunded.

5° Cancellation Policy - Cancellation by the organiser

If the European Rental Association cancels the event for any reason other than force majeure, fees will be refunded to the exhibitors. However, refunds are limited to the amount paid by exhibitors. The European Rental Association is not liable for any other loss or expenses incurred by exhibitors as a consequence of the cancellation.

In case of a cancellation of the event due to the COVID-19 pandemic, ERA will reimburse the amount of the table-top, except if the exhibitor decides to allocate the amount of the table-top to another ERA event.

In the event that the ERA Convention 2024 would be cancelled, postponed or relocated on account of fire, flood, riot, earthquake, civil commotion, decisions taken by the national and/or local authorities, weather conditions, strike, lock-out, labour disturbances, explosions, sabotage, accident, terrorism, war, acts of God or any other causes or casualties beyond the control of the European Rental Association, no refund shall be made. Exhibitors waive all claims for damage in this case.

I have read and agreed the general terms and conditions for the event

Name	
Position	
Date	
Signature	

BOOKING FORM:

Step 1 – Main Contact / Invoicing Details:

First Name	
Last Name	
Organisation Name	
Address	
Postcode – City	
Country	
E-mail Address	
Main Phone	
VAT number	

Step 2 – Your Order:

Item	Price before 04/03/2024	Price as of 04/03/2024	Your Selection
<u>Exhibition</u>			
3*2m space – ERA Members Rate	3.500 EUR	4.000 EUR	
3*2m space – Non-Members Rate	4.500 EUR	5.500 EUR	
6*2m space – ERA Members Rate	6.000 EUR	6.500 EUR	
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