

## EXHIBITION GUIDELINES

**DEADLINE FOR APPLICATION:**           **APRIL 29<sup>TH</sup>, 2016**  
**DEADLINE FOR PAYMENTS:**           **MAY 13<sup>TH</sup>, 2016**

### PURPOSE OF THE EXHIBITION

The stands may be used for exhibiting and advertising the exhibitor's own products. Due to ETH restrictions, selling and purchasing books, journals, etc. is not allowed. Advertising materials may be distributed only within the stand.

### STAND INFORMATION

The exhibition will take place in the conference venue, D-floor. It will be situated in a prime position in a hall of the conference building, the Main Building of ETH Zurich. Coffee will be served during breaks in the exhibition area giving maximum visibility to the Exhibition itself. The parallel sessions will take place in the same building and in the immediate vicinity of the exhibition hall. The specific location is shown on the plan below.

Each stand is about 6m<sup>2</sup>. The total exhibition area includes passageways. Exhibitors can reserve one or more stands. The given dimensions of the stand are approximate. The Congress Organisers reserve the right to change the dimensions in order to use the available exhibition area most efficiently.

The stand rental includes 1 table, 2 chairs, wireless internet access, electrical outlet (please request in advance until May 13th, 2016), and website link on the conference website. For the staff working the stand (maximum 2 persons per stand) 2 exhibitor badges that cover lunches and coffee breaks during the conference are included in the rental fee.

### POSTER BOARD

The poster boards will be located in the exhibition area (see 'stand information'). The dimension of a poster board is about DIN A0-format (841x1189 mm) and gives room for one poster. The exhibition material has to be sent to the following address until June 8<sup>th</sup>, 2016:

ETH Zurich  
Center of Economic Research (CER)  
Zürichbergstrasse 18  
ZUE F 15  
CH-8092 Zürich, Switzerland

The Local Organizer will not be liable for any damages or loss of exhibition material. If you wish your material sent back, all return shipping costs have to be paid by the exhibitor.

## APPLICATION

The "Exhibition Application Form" must be filled in, signed, and delivered to the address indicated in the form. Particular requests regarding placement of the stands will be given all possible consideration, but placement demand as a condition of registration on the part of the exhibitor cannot be recognised.

Space is limited, so be sure to complete and return your application as soon as possible. Space is available on a first-come, first-served basis. The deadline for application is April 29<sup>th</sup>, 2016.

## METHOD OF PAYMENT AND CANCELLATION POLICY

The cost of one stand is CHF 1'100.- (including VAT), payable via bank transfer as specified in the "Exhibition Application Form". Payments must be received by May 13<sup>th</sup>, 2016. The stand will be confirmed only upon receipt of payment.

Cancellation Policy:

Up to three months (March 21<sup>st</sup>, 2016) before the Conference: 50% of the total exhibition costs

After March 21<sup>st</sup>, 2016 and no show: 100% of the total exhibition costs

## EXHIBITION SCHEDULE, INSTALLATION AND DISMANTLING OF THE STAND

The conference sessions will take place from June 22<sup>nd</sup> to 25<sup>th</sup>, 2016, giving plenty of opportunity to exhibit. The exhibition will remain open for the duration of the working sessions, which indicatively are from 8:00 am – 6:00 pm on June 23<sup>rd</sup> / 24<sup>th</sup> and from 8:00 am – 4:00 pm on June 25<sup>th</sup>. Exhibitors can expect the largest number of attendees to visit their stands during breaks.

Installation hours:	Wednesday, June 22 <sup>nd</sup>	2:00 – 6:00 pm
	Thursday, June 23 <sup>rd</sup>	7:30 – 10:00 am
Dismantling hours:	Saturday, June 25 <sup>th</sup>	3:00 – 5:00 pm

**No packing of equipment, literature, etc., or dismantling of exhibits will be permitted until the official dismantling time.** The exhibitor must dismantle the stand within the allotted time. Items for which no arrangements for removal and/or storage have been made and are left behind, will become property of the local organiser and no reimbursement will be made for such items.

For special arrangements, please contact the local organizer ([admin@eaere2015.org](mailto:admin@eaere2015.org)).

## EXHIBITION SCHEDULE, INSTALLATION

The congress organisers will advise all exhibitors of the dates of delivery and collection of the exhibiting material at a later stage. We would like to offer the exhibitors the chance to donate the display material to the congress organiser at the end of the exhibition. Your books would contribute and enlarge the University's library, which is frequently used by numerous researchers interested in environmental economics. This of course will cut all return shipping costs.

## VISIBILITY

A complete list of the publishers taking part in the exhibition will be available on the conference website ([www.eaere2016.org](http://www.eaere2016.org)). The list will also include direct links to their homepages. The programme will include a directory of the publishers taking part in the exhibition.

## ACCOMMODATION

Hotel information is available on the conference website at [www.eaere2016.org](http://www.eaere2016.org).

## PROMOTIONAL OFFERS

We would like to propose to all interested companies, including those unable to participate in the exhibition, exceptional promotional offers during the conference days. We can offer several promotional possibilities from placing an advert in the conference programme to your company's name/logo and slogan on a conference bottle\* as give-away for all conference participants. The following table lists all the promotional offers and their costs (VAT included).

Advertisement options	Fee
Standard stand:	CHF 1'100
Un-manned table:	CHF 560
Poster board:	CHF 230
Advert in conference programme (1/2 page, B&W printing)	CHF 840
Advert in conference programme (1 page, B&W printing)	CHF 1'550
Package offer: one stand rental and 1/2 page advert in conference programme	CHF 1'700
Logo on water bottle*	CHF 5'000
Attendance to the conference social programme (per person)	CHF 230

*\*This is a special promotion and in order to give the company the most visibility, we provide only one company the right to promote on our water bottle. For more product details, please visit <http://www.retap.com/products/>*

Upon receiving this application form, an invoice will be issued and sent to you by the conference secretariat. Please note that the deadline for receiving the payment is May 13<sup>rd</sup>, 2016. **All bank fees and money transfer costs are the responsibility of the payee.**

## CONFERENCE INFORMATION

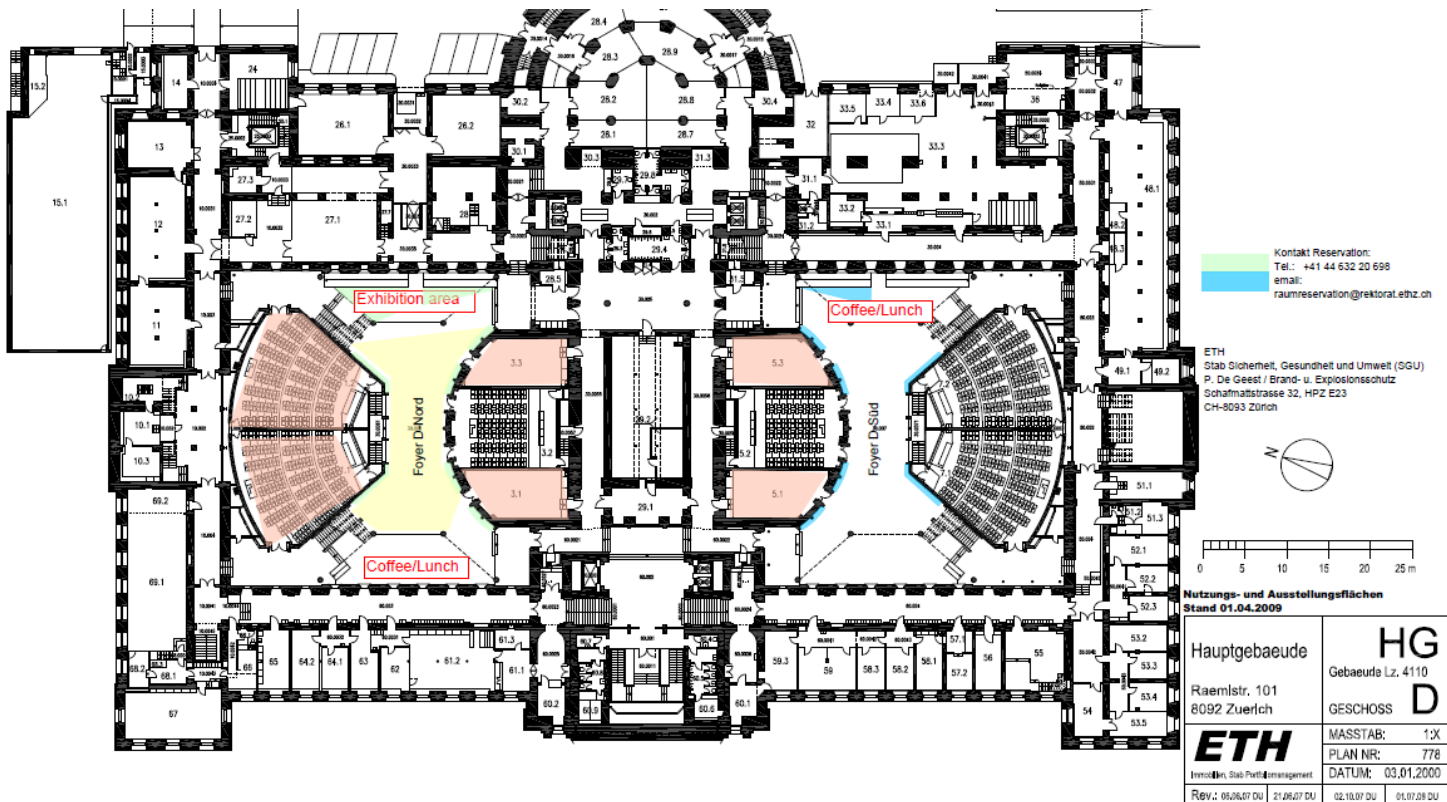
Organizers:	Swiss Federal Institute of Technology (ETH Zurich) The European Association of Environmental and Resource Economists
Date of the event:	June 22 <sup>nd</sup> – 25 <sup>th</sup> , 2016
Location of the event:	ETH Zurich, Switzerland (Zurich city centre) Rämistrasse 101, Zurich
Number of participants:	approx. 700
Keynote speakers:	Professor Matti Liski Professor Rohini Pande Professor Pietro Peretto
Structure of the conference:	3 Keynote plenary sessions Parallel sessions Special sessions with thematic focus Policy sessions

Social programme: Welcome reception, ETH main building  
 Social event at the Museum of Fine Arts, Zurich  
 Gala dinner at Kongresshaus Zurich

Conference audience: Scientific and academic community, representatives of the European and international institutions, European Commission  
 European Environment Agency, OECD  
 Business representatives

Conference website: [www.eaere2016.org](http://www.eaere2016.org)

**EXHIBITION AREA**



**CONTACT DETAILS**

For any questions concerning the exhibition, please send an e-mail to: [admin@eaere2016.org](mailto:admin@eaere2016.org)