17th Asia Pacific League of Associations for Rheumatology Congress
in conjunction with IRA Annual Congress (IRACON 2015)
6 - 9 September 2015 • Chennai, India
Integrating the Science & Art of Rheumatology

SPONSORSHIP AND EXHIBITION PROSPECTUS

Organized by:

www.aplar2015.com
WELCOME MESSAGE

INVITATION TO THE CONGRESS

Dear Industry Partner,

On behalf of the Asia Pacific League of Associations for Rheumatology, I would like to welcome you to the 17th Congress of the Asia Pacific League of Associations for Rheumatology (APLAR) 2015 from 6-9 September in Chennai, India.

The theme of the congress is “Integrating the Science & Art of Rheumatology”. A well-organised scientific committee team under the leadership of Prof. Rohini Handa has already laid out the scientific program on the anvil and is taking shape. Key opinion leaders, individuals and groups of people who have made a mark in the field of rheumatology will be participating to make it a feast for the academically oriented.

The congress will feature an exciting line-up of expert speakers including top practitioners, opinion leaders and researchers from all around the world. A host of networking opportunities is also planned for delegates to rub shoulders with top experts and opinion leaders in the field of Rheumatology.

Companies can select from a line of sponsorship items to raise its profile through this event or opt to participate in the commercial exhibition being held alongside the congress, providing an opportunity for personal interactions with our participants.

Our partnership with the industry is what keeps the science of our field moving – so we sincerely hope that you will support APLAR again, this time in Chennai, India. Should you have any questions or need more information, please contact Ms. Leah Maureen V. Jurado at ljurado@kenes.com.

Please make it to Chennai for the APLAR 2015 and also have a glimpse of incredible India.

Namaste / Vanakkam

Sincerely yours,

DR. V KRISHNAMURTHY
Chairman, APLAR 2015 Organising Committee
# KEY FACTS & CONTACTS

<table>
<thead>
<tr>
<th>DATE</th>
<th>CONGRESS SECRETARIAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>6-9 September 2015</td>
<td>Kenes MP Asia Pte Ltd</td>
</tr>
<tr>
<td></td>
<td>20 Kallang Avenue 2nd Floor Pico</td>
</tr>
<tr>
<td></td>
<td>Creative Centre Singapore 339411</td>
</tr>
<tr>
<td></td>
<td>Tel: +65 62924706 / Fax: +65 62924721</td>
</tr>
<tr>
<td></td>
<td>E-mail:<a href="mailto:aplar2015@kenes.com">aplar2015@kenes.com</a></td>
</tr>
<tr>
<td></td>
<td>Event Website: <a href="http://www.aplar2015.com">http://www.aplar2015.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CITY/COUNTRY</th>
<th>SPONSORSHIP/EXHIBITION SALES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chennai, India</td>
<td>Leah Maureen Jurado</td>
</tr>
<tr>
<td></td>
<td>Sponsorship &amp; Exhibition Specialist</td>
</tr>
<tr>
<td></td>
<td>Tel: +65 62924706</td>
</tr>
<tr>
<td></td>
<td>Email: <a href="mailto:ljurado@kenes.com">ljurado@kenes.com</a></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>VENUE</th>
<th></th>
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<tbody>
<tr>
<td>ITC Grand Chola, Chennai, India</td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>EXPECTED PARTICIPANTS</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>1,500 delegates</td>
<td></td>
</tr>
</tbody>
</table>
# ORGANISING COMMITTEE

<table>
<thead>
<tr>
<th>Position</th>
<th>Members</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chairman</strong></td>
<td>Venkataraman Krishnamurthy</td>
</tr>
<tr>
<td><strong>Patrons</strong></td>
<td>Anand Malaviya, Vinay R Joshi, A N Chandrasekharan, Sukumar Mukherjeehe</td>
</tr>
<tr>
<td><strong>Core Committee</strong></td>
<td>Gumdal Narsimulu, Ved Chaturvedi, B G Dharmanand</td>
</tr>
<tr>
<td><strong>Advisors</strong></td>
<td>K M Mahendranath, Ashok Kumar, URK Rao, Siddharth Das, S J Gupta, Arvind Chopra, Bidyut Das</td>
</tr>
</tbody>
</table>

# SCIENTIFIC COMMITTEE

<table>
<thead>
<tr>
<th>Position</th>
<th>Members</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Chairman</strong></td>
<td>Rohini Handa</td>
</tr>
<tr>
<td><strong>Members</strong></td>
<td>Ramnath Misra, Amita Aggarwal, Alakendu Gosh, Aman Sharma, Banwari Sharma, Binoy J Paul, C Balakrishnan, Liza Rajsekhar, S Rajeshwari, Subramanian Shankar, Uma Kumar</td>
</tr>
</tbody>
</table>
SPONSORSHIP OPPORTUNITIES

You will be given a sponsorship category status dependent upon the total amount of your sponsorship contribution. You will benefit from outstanding advantages linked to your sponsorship category.

Status will be allocated as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Minimum contribution</th>
</tr>
</thead>
<tbody>
<tr>
<td>Platinum Sponsor</td>
<td></td>
</tr>
<tr>
<td>Gold Sponsor</td>
<td></td>
</tr>
<tr>
<td>Silver Sponsor</td>
<td></td>
</tr>
</tbody>
</table>

SPONSORSHIP BENEFITS

Benefits will be allocated to sponsors based on the following table:

<table>
<thead>
<tr>
<th>BENEFIT</th>
<th>PLATINUM SPONSOR</th>
<th>GOLD SPONSOR</th>
<th>SILVER SPONSOR</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final list of participants (after the Congress), includes full name, company/affiliation, and country</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Priority Choice: Breakfast/Lunch/Dinner Symposium</td>
<td>1st</td>
<td>2nd</td>
<td>3rd</td>
</tr>
<tr>
<td>Priority Choice: Exhibition Space</td>
<td>1st</td>
<td>2nd</td>
<td>3rd</td>
</tr>
<tr>
<td>Sponsor’s logo with hyperlink on Congress website</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Sponsor’s logo in the Final Program Book</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Full Congress Registrations</td>
<td>20</td>
<td>10</td>
<td>5</td>
</tr>
<tr>
<td>Acknowledgement on Sponsors’ Board on-site</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
</tbody>
</table>

SPECIAL REQUESTS

Tailor-made packages can be arranged to suit your objectives. Please feel free to contact the Sponsorship and Exhibition Sales Department to discuss your needs (Contact information provided in the “General Information” section).
SPONSORSHIP

PLATINUM SPONSORSHIP PACKAGE

Industry Sponsored Symposium
- Opportunity to organise two (2) symposia in a parallel hall, up to 90 minutes each symposium (program subject to the approval of the Congress Scientific Committee)
- Includes: hall rental, standard audio/visual equipment, display table
- Permission to use the phrase: “Platinum Sponsor of the APLAR 2015 Congress”
- Symposium program/s will be included in the Final Program Book (subject to receipt by publishing deadline)
- Symposium timeslots have been designated and will be allocated on a “first come, first served” basis
- The sponsoring company in addition to the sponsorship fee must cover all speakers’ expenses including registration, accommodation and travel expenses. This also applies if the speakers have already been invited by APLAR 2015.

Exhibition Space
- 72 sqm exhibition space (additional space can be purchased)

Advertisement
- 2 full page, full colour advertisements in the Final Program Book
- 2 sheets A4 advertisement /invitation from the sponsor will be inserted in the participants’ Congress bags
- Sponsor’s logo with hyperlink on Congress website

Complimentary Registration
- Twenty (20) Congress registrations

Acknowledgement
- Platinum sponsors will be acknowledged as such on the Sponsors’ Board on-site and in the Final Program Book
GOLD SPONSORSHIP PACKAGE

Industry Sponsored Symposium
- Opportunity to organise a symposium in a parallel hall, up to 90 minutes (program subject to the approval of the Congress Scientific Committee)
- Includes: hall rental, standard audio/visual equipment, display table
- Permission to use the phrase: “Gold Sponsor of the APLAR 2015 Congress”
- Symposium program/s will be included in the Final Program Book (subject to receipt by publishing deadline)
- Symposium timeslots have been designated and will be allocated on a “first come, first served” basis
- The sponsoring company in addition to the sponsorship fee must cover all speakers’ expenses including registration, accommodation and travel expenses. This also applies if the speakers have already been invited by APLAR 2015

Exhibition Space
- 36 sqm exhibition space (additional space can be purchased)

Advertisement
- 1 full page, full colour advertisement in the Final Program Book
- 1 sheet A4 advertisement / invitation from the sponsor will be inserted in the participants’ Congress bags
- Sponsor’s logo with hyperlink on Congress website

Complimentary Registration
- Ten (10) Congress registrations

Acknowledgement
- Gold sponsors will be acknowledged as such on the Sponsors’ Board on-site and in the Final Program Book
SILVER SPONSORSHIP PACKAGE

Industry Sponsored Symposium
- Opportunity to organise a symposium in a parallel hall, up to 90 minutes (program subject to the approval of the Congress Scientific Committee)
- Includes: hall rental, standard audio/visual equipment, display table
- Permission to use the phrase: “Silver Sponsor of the APLAR 2015 Congress”
- Symposium program/s will be included in the Final Program Book (subject to receipt by publishing deadline)
- Symposium timeslots have been designated and will be allocated on a “first come, first served” basis
- The sponsoring company in addition to the sponsorship fee must cover all speakers’ expenses including registration, accommodation and travel expenses. This also applies if the speakers have already been invited by APLAR 2015

Exhibition Space
- 24 sqm exhibition space (additional space can be purchased)

Advertisement
- 1 sheet A4 advertisement / invitation from the sponsor will be inserted in the participants’ Congress bags
- Sponsor’s logo with hyperlink on Congress website

Complimentary Registration
- Five (5) Congress registrations

Acknowledgement
- Silver sponsors will be acknowledged as such on the Sponsors’ Board on-site and in the Final Program Book
ADDITIONAL SPONSORSHIP ITEMS

INDUSTRY SPONSORED SYMPOSIUM

- This package is only available once the premier sponsors have chosen their slots.
- The allotted times for the Parallel Symposia are as follows (timing includes pre & post preparations)
  - √ For Breakfast Symposium (3 slots available) – a total of 60 minutes
  - √ For Dinner Symposium (2 slots available) – a total 90 minutes
- The sponsors will be provided with the following:
  - √ Use of lecture hall in the Congress venue with the provided audio-visual (AV) equipment in the room. Additional AV equipment that the sponsor requires over and above what is provided in the room will be borne by the sponsor.
  - √ Access to speakers’ preparation room
- Inclusion of the symposium title, schedule and program in the Final Program Book
- Use of Congress logo on the invitation flyer (insertion cost & invitation flyer not included)
- Table for display of materials at the entrance of the hall during the session
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book
- The sponsoring company will bear all F&B costs for participants attending the symposium
- The sponsoring company will bear all costs relating to their invited speakers for this symposium (speakers’ travel expenses, hotel accommodation, registration fees, honoraria etc.). This also applies in the case where the symposium speakers have already been invited by APLAR 2015.

REGISTRATION AREA (Exclusive Sponsorship)

- Sponsor’s logo will be displayed prominently on the registration area signage
- Opportunity to insert a promotional material/product in the Congress bags
- Sponsor’s logo will be displayed on the Congress website
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book

WELCOME RECEPTION (Exclusive Sponsorship)

The sponsorship goes towards covering the cost for food, beverage, and entertainment for the Congress delegates.
- Announcement of sponsor by the MC during the reception
- Sponsor’s logo will be displayed on the Congress website
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program
**SPEAKERS’ READY ROOM (Exclusive Sponsorship)**

This room will be specially reserved for and used by the speakers and will be equipped with computers. The sponsorship entitlements are as follows:

- Sponsor’s company logo on the room signage
- Sponsor’s logo with hyperlink on the Congress website
- Sponsor’s logo to be displayed as the desktop background for all computers
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book

**GALA DINNER / CULTURAL NIGHT**

The sponsorship goes towards covering the cost for food, beverage, and entertainment for the event. The sponsorship entitlements are as follows:

- Sponsor’s logo on the invitation cards (for speakers only)
- Sponsor’s logo with hyperlink on the Congress website
- Acknowledgement of sponsor on the signage at the entrance of the venue
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book

**POSTER AREA (Exclusive Sponsorship)**

Poster panels will be put up on display for the poster sessions for the whole duration of the congress. The sponsorship entitlements are as follows:

- Immediate recognition of the sponsor’s status on the bottom right hand corner of every poster panel
- Sponsor’s logo with hyperlink on the Congress website
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book

**CONGRESS MOBILE APP (Exclusive Sponsorship)**

The Congress Mobile App will be tailor-made for APLAR 2015, by which delegates could search for relevant information on programs, speakers, exhibition area and others, using their smart phone or tablet. The sponsorship entitlements are as follows:

- Sponsor’s company name / logo in the Mobile App
- Sponsor’s logo with hyperlink on Congress website
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book

**INTERNET AREA (Exclusive Sponsorship)**

There will be an Internet Area equipped with workstations where attendees may check e-mails. The sponsorship entitlements are as follows:

- Sponsor’s logo on the computers’ screen saver & screen background
- Opportunity to distribute promotional gifts from the Internet Area
- Opportunity to provide your company’s letterhead for the Internet Area’s printers
- Opportunity to place your own carpet for branding
- Sponsor’s logo with hyperlink on Congress website
- Acknowledgement on the Internet Area signage
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book
CONGRESS BAGS (Exclusive Sponsorship)
The Organising Committee will select the type and design of the bags. An initial estimated number of bags will be required (quantity to be confirmed). The sponsorship entitlements are as follows:
- Immediate recognition of the sponsor’s status with the company name and logo on the bags
- Sponsor’s logo with hyperlink on Congress website
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book

LANYARDS (Exclusive Sponsorship)
The Organising Committee will select the type and design of the lanyards. An initial estimated number of lanyards will be required (quantity to be confirmed). The sponsorship entitlements are as follows:
- Sponsor’s logo to be printed on the lanyards
- Sponsor’s logo with hyperlink on Congress website
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book

COFFEE BREAK SPONSORSHIP
The sponsor will be entitled to 2 coffee breaks for 1 day only (morning and afternoon). Date selection will be done on a “first come, first served” basis. The sponsorship entitlements are as follows:
- Sponsor will be given the opportunity to brand the napkins (at an extra cost)
- Sponsor’s logo with hyperlink on Conference website
- Acknowledgement on the Coffee Break Area signage
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book

NOTEPADS & PENS (Exclusive Sponsorship)
The notepads and pens will bear the Sponsor’s name/company logo and will be distributed in the participants’ Congress bags. The sponsorship entitlements are as follows:
- Sponsor’s logo with hyperlink on Conference website
- Acknowledgement on the Sponsors’ Board on-site and in the Final Program Book

BAG INSERT (Per 1 Pc. A4 Size)
To allow the advertisers an opportunity to publicize their products to the delegates, the Congress organisers may insert their A4-sized leaflets into the Congress bags. The advertisers are to provide the leaflets but the Organising Committee reserves the right to approve the contents and format of the A4 leaflet. It should be in English and the quantity will be advised by the organiser.

HOSPITALITY SUITES Price dependent on room capacity
Should any company require a private meeting room within the venue for private staff briefings or client meetings – meeting rooms that can be configured to suit the sponsor’s requirements will be available for rent for the whole duration of the event. Please contact Ms. Leah Maureen Jurado (E-mail: ljurado@kenes.com) should you require a Hospitality Suite during the APLAR 2015 Congress. All Suites will be allocated based on the reservations received - on a first come, first served basis.
ADVERTISING SPONSORSHIP OPPORTUNITIES

Advertisements are available in the following Congress publications:

<table>
<thead>
<tr>
<th>Type</th>
<th>Back Page</th>
<th>Inside Front</th>
<th>Inside Back</th>
<th>Inside Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Final Program Book</td>
<td>USD</td>
<td>USD</td>
<td>USD</td>
<td>USD</td>
</tr>
</tbody>
</table>

Please note that it is the Exhibitor’s / Sponsor’s responsibility to comply with the local authority’s regulations, EFPIA (European Federation of Pharmaceuticals Industries & Associations) www.efpia.org and IFMPA (International Federation of Pharmaceutical Manufacturers & Associations) www.ifpma.org Code of Practice on the Promotion of Medicines.
EXHIBITION

The commercial/technical Exhibition will be held at the ITC Grand Chola, Chennai, India.

SPACE-ONLY RENTAL (Minimum of 18 sqm)
The price for a space rental includes:
• Exhibitor badges (2 badges for the first 9sqm)
• 100 word company / product profile in the Final Program Book
• Cleaning of public areas and gangways
• Invitation to the Welcome Reception for registered exhibitors

STANDARD SHELL SCHEME RENTAL (Minimum of 9sqm)
The price for a shell scheme rental includes:
• Exhibitor badges
• Shell scheme frame, basic lighting
• 1 table/counter, 2 chairs
• Fascia board with standard lettering
• 100 word company / product profile in the Final Program Book
• Cleaning of public areas and gangways
• Invitation to the Welcome Reception for registered exhibitors

**Please note: Space only rental does not include any electrical usage or stand cleaning. All these services and others will be available to order in the Exhibitors’ Technical Manual.**
ALLOCATION OF EXHIBITION SPACE
Space Allocation will be made on a “first come, first served” basis. A completed Exhibition Booking Form and Contract should be faxed / emailed to ensure reservation of a desired location. Upon receipt of the Exhibition Booking Form and Contract, space will be confirmed and an invoice will be mailed. Please note that three alternative choices should be clearly indicated on the application form. Space allocations will be made in the order in which application forms with payment are received.

EXHIBITOR REGISTRATION
All exhibitors are required to be registered and will receive a badge displaying the exhibiting company name. Two exhibitor badges will be given for the first 9 sqm booked and one additional for each 9 sqm after. Any additional exhibitors will be charged an exhibitor registration fee (TBA). Companies can purchase a maximum number of exhibitor registrations as follows:

Booths of up to 60 sqm – 15 exhibitor registrations
Booths larger than 60 sqm – 25 exhibitor registrations

Exhibitor registrations allow access to the exhibition area only and shall be used by company staff only. An exhibitor registration form will be included in the Exhibitor’s Manual.

EXHIBITORS’ TECHNICAL MANUAL
An Exhibitors’ Technical Manual outlining all technical aspects of exhibiting will be circulated 3 months prior to APLAR 2015 Congress. It will include the following:
- Technical details about the Venue
- Final exhibition details and information
- Contractor details
- Services available to exhibitors and order forms

Insert and Display Materials
- Please note that all materials entering the venue incur a handling charge. This includes materials for inserts and display.
- In order to receive a price quote for handling and to assure arrival of your materials, please be sure to complete the “Pre-Advise” form included in the shipping instructions when you receive either the Exhibition or Symposia Technical Manuals.

SITE INSPECTIONS
Exhibitors and Sponsors are free to visit the Congress venue at their convenience. Please contact the venue directly to arrange this. Contact information can be found in the “General Information” Section.

EXHIBITOR PROFILE
Upon receipt of the booking form, you will be asked to please upload a 100-word Exhibitor Company/Product profile to a provided link. This will be published in the list of exhibitors in the Final Program Book.

EXHIBITION TERMS & CONDITIONS
The Terms and Conditions of exhibiting are included in this Prospectus. Please note that signing of the EXHIBITION BOOKING FORM AND CONTRACT indicates acceptance of these Terms and Conditions. The Exhibition Booking Form will be held as a valid liable contract, by which both parties will be bound.
CONTRACTS & CONFIRMATION

SPONSORS
Once a Sponsorship Booking Form is received, a contract will be sent to you for signature with an accompanying invoice. This contract should be signed and returned with a 60% deposit payment to the Sponsorship. Upon receipt of the Sponsorship Booking Form, the organiser will reserve the items listed in it. Completion of the Booking Form by the Sponsor shall be considered as a commitment to purchase the items.

EXHIBITORS
Once an Exhibition Booking Form is received, a confirmation will be sent to you with an accompanying invoice. Completion of the Booking Form shall be considered as a commitment to participate in the Exhibition.

SPONSORSHIP TERMS & CONDITIONS
Terms and Conditions of Sponsorship are included in this Prospectus and will be included in the Sponsorship agreement.

BOOKING PROCEDURES AND PAYMENT INFORMATION

TERMS OF PAYMENT
60% upon receipt of the sponsorship agreement and first invoice
40% 6 months before the congress
All payments must be received before the start date of the APLAR 2015 Congress. Should the Sponsor fail to complete payments prior to the commencement of the Congress, the Organiser will be entitled to cancel the reservation while cancellation will be subject to cancellation fees as determined below.

PAYMENT METHODS
Option 1: Payment by check (for Singapore-based companies)
Option 2: Payment by Bank Transfer
Bank charges are the responsibility of the payer

CANCELLATION / MODIFICATION POLICY:
Cancellation or modification of sponsorship items must be made in writing to the Industry and Liaison Sales Associate (Contact information can be found in the “General Information” Section, above.)
The organisers shall retain:
• 10% of the agreed package amount if the cancellation/ modification is made before 15 March 2015
• 50% of the agreed package amount if the cancellation/ modification is made between 16 March 2015 and 15 May 2015
• 100% of the agreed package amount if the cancellation/ modification is made after 16 May 2015.
# APLAR 2015 SPONSORSHIP BOOKING FORM

Please complete all details and send to: **Ms. Leah Maureen Jurado**: ljurado@kenes.com

<table>
<thead>
<tr>
<th>COMPANY NAME:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>CONTACT PERSON:</td>
<td></td>
</tr>
<tr>
<td>ADDRESS:</td>
<td>CITY:</td>
</tr>
<tr>
<td>COUNTRY:</td>
<td>ZIP:</td>
</tr>
<tr>
<td>TEL:</td>
<td>FAX:</td>
</tr>
<tr>
<td>E-MAIL:</td>
<td>WEBSITE:</td>
</tr>
</tbody>
</table>

I would like to book the following sponsorship items:

<table>
<thead>
<tr>
<th>SPONSORSHIP ITEM</th>
<th>PRICE IN USD</th>
<th>√</th>
</tr>
</thead>
<tbody>
<tr>
<td>Platinum Sponsorship Package</td>
<td></td>
<td></td>
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<tr>
<td>Gold Sponsorship Package</td>
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<td></td>
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<tr>
<td>Silver Sponsorship Package</td>
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<tr>
<td>Breakfast Symposium</td>
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<tr>
<td>Dinner Symposium</td>
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<tr>
<td>Registration Area</td>
<td></td>
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<tr>
<td>Welcome Reception</td>
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<tr>
<td>Speakers’ Ready Room</td>
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<tr>
<td>Gala Dinner / Cultural Night</td>
<td></td>
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<tr>
<td>Poster Area</td>
<td></td>
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<tr>
<td>Congress Mobile App</td>
<td></td>
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<tr>
<td>Internet Area</td>
<td></td>
<td></td>
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<tr>
<td>Congress Bags (including production cost)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lanyards (including production cost)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coffee Break Sponsorship (Date: ________________)</td>
<td></td>
<td></td>
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<tr>
<td>Notepads and Pens (excluding production cost)</td>
<td></td>
<td></td>
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<tr>
<td>Bag Insert</td>
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<td></td>
</tr>
<tr>
<td>Hospitality Suites (price TBA)</td>
<td></td>
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<tr>
<td>Advertising: back page / inside front, inside back / inside page</td>
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<td></td>
</tr>
</tbody>
</table>

**Total Amount (please complete)**

- □ Provisional Booking – The item will be released if not confirmed within 14 days
- □ Please call me to discuss our sponsorship package
- □ Please send me a sponsorship contract and invoice for payment

Company contact for Accommodation: ________________________________

Email: ___________________________________________________________________

Telephone number: ____________________ Mobile number: ______________________

Signature __________________________ Date ______________________

*We accept the contract terms and conditions (in this Sponsorship and Exhibition Prospectus) and agree to abide by the Guidelines for Industry Participation for the Congress. I confirm that I am authorized to sign this form on behalf of the Applicant/Company.*
APLAR 2015 EXHIBITION BOOKING FORM AND CONTRACT

Please note that all acknowledgements of your company and listing of company name and address will be generated from the following information. Please complete and send to:

Leah Maureen Jurado  
Kenes MP Asia Pte Ltd  
20 Kallang Avenue Pico Creative Centre Level 2, Singapore 339411  
Tel: +65 62924706 / Fax: +65 62924721 Email: ljurado@kenes.com

**CONTACT:**

**COMPANY NAME:**

**ADDRESS:**  
CITY:

**ZIP CODE:**  
COUNTRY:

**TELEPHONE:**  
FAX:

**E-MAIL:**  
WEBSITE:

**WE HEREBY APPLY TO BOOK EXHIBITION**

<table>
<thead>
<tr>
<th>Choice</th>
<th>Stand No</th>
<th>Space Only/ Shell Scheme</th>
<th>No. of Square Meters</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Choice</td>
<td></td>
<td></td>
<td>USD</td>
<td></td>
</tr>
<tr>
<td>2nd Choice</td>
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<td>USD</td>
<td></td>
</tr>
<tr>
<td>3rd Choice</td>
<td></td>
<td></td>
<td>USD</td>
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</tbody>
</table>

**Special note:**

- Confirmation of the availability of your choice location will be advised in your confirmation letter
- Please indicate if your stand must be located adjacent to or opposite specific companies, or if special consideration is needed.

- [ ] Provisional Booking – The booth will be released if not confirmed within 14 days after receiving the availability of your chosen location
- [ ] Payment has been made by cheque/transfer, please forward receipt
- [ ] Please send me an invoice for the total amount due.

Company contact for Accommodation: ________________________________
Email: ________________________________
Telephone number: ____________________ Mobile number: ____________________

Signature ___________________________ Date ___________________________

We accept the contract terms and conditions (in this Sponsorship and Exhibition Prospectus) and agree to abide by the Guidelines for Industry Participation for the Congress. I confirm that I am authorized to sign this form on behalf of the Applicant/Company.
TERMS AND CONDITIONS

These terms are the contractual agreement between the Organiser and the Exhibiting / Sponsoring Firm (Exhibitor/s / Sponsor/s).

Application to Participate
Application to participate will be considered only if submitted on the appropriate forms, duly completed. Registration will be confirmed insofar as space is available. Applicants will be informed in writing of the acceptance or refusal of their application. In case of refusal, all payments shall be fully refunded. In case of acceptance, Sponsors/Exhibitor will be bound by the Terms and Conditions listed in the prospectus and/or contractual agreement.

Obligations and Rights of the Exhibitor/Sponsor
Registration implies full acceptance by the Exhibitors/Sponsors of the exhibition / sponsorship regulations. Any infringement of these regulations may lead to immediate withdrawal of the right to participate in the Congress without compensation or refund of sums already paid, and without prejudice to the Exhibitor/Sponsor.

By submitting an application to participate, the Exhibitor / Sponsor make a final and irrevocable commitment to occupy the space / items allocated and to maintain his/her installation until the date and time fixed for closure of the event.

The Exhibitor/Sponsor may only present on his/her stand or space the materials, products or services described in the application to participate.

No advertising on behalf of firms not exhibiting is permitted in any form whatsoever. Transfer or sub-letting of all or part of the allocated spaces is prohibited.

Obligation and Rights of Organizer
The Organizer undertakes to allocate exhibition space/sponsorship items space as far as possible on the basis of the preference expressed by applicants. Application will be considered in order of receipt of application forms accompanied by payment.

The Organizer reserves the right, in case of absolute necessity, to modify the positioning of stands, with no obligation to provide compensation to Exhibitors/Sponsors. The Organizer reserves the right to offer to a different firm any stand, space or sponsorship item that has not been occupied by the event of the opening of the Congress, with no obligation to provide compensation to the defaulting Exhibitor / Sponsor.

Liability Insurance
Equipment and all related display materials installed by Exhibitors / Sponsors are not insured by the Organizer, and the Organizer under no circumstances will be liable for any loss, damage or destruction caused to equipment, goods or property belonging to Exhibitors / Sponsors. The Organizer agrees to be responsible for his property and person and for the property and persons of his employees and agents and for any third party who may visit his space. The Organizer shall hold harmless the Organizer from any and all damages/claims including those usually covered by a fire and extended – coverage policy. The Organizer/Exhibitor will purchase insurance policies for the above listed damages.

Exhibition Regulations
The Exhibition Manager, acting under direction of the Organizing Committee, has the final decision as to the acceptability of displays. Exhibitors are not to share with others any space allotted to them without prior written consent by the Exhibition Manager.

The Organizer reserves the right to alter the general layout or limit the space allotted to each Exhibitor / Sponsor, postpone the exhibition or transfer it to another site if unforeseen circumstances warrant such action. Should any contingency prevent the holding of the exhibition, the Organizer will not be held liable for expenses incurred other than the cost of exhibit space rental fees.

All exhibits are to be displayed so as to avoid blocking aisles, obstructing adjoining booths, damaging the premises or the leased equipment. Exhibitors are kindly requested to allow sufficient see-through areas, which ensure clear views of surrounding exhibits.

In standard booths, height is restricted to 246cm. Exhibitors are responsible for the cost and execution of the design, installation and delivery of their display to (and its removal from) the exhibition site.

Flammable materials are not to be used. Equipment displayed or demonstrated must be installed with strict adherence to safety measures.

Exhibitors undertake to observe the timetable designated for completion of their display before the exhibition opening and its dismantling at the close of the exhibition. No dismantling or packing of the display before the designated hour. It is the Exhibitor’s responsibility to pack and remove or consign for shipment all items of value prior to leaving their exhibit unattended, otherwise the Organizer will arrange for their removal at the Exhibitor’s risk and expenses.

Exhibitors are obliged to ensure that their stands are permanently staffed during the exhibition opening hours.

Payment is to be made in accordance with the conditions of payment listed in the prospectus.

Should the Exhibitor / Sponsor fail to make a payment on time, the Organizer is entitled to terminate the contract, withdraw confirmation of acceptance, make other arrangements for the stand/ sponsorship items or seek compensation for non-fulfilment of contract.

Participation by Exhibitors/Sponsors is dependent upon compliance with all rules, regulations and conditions stated herein. Access to the exhibition is authorized on presentation of a badge issued by the Organizer. Exhibitors’ badges will not be mailed in advance and may be collected from the Exhibition Manager’s desk.

The Organizer ensures daily cleaning of the aisles. Exhibitors / Sponsors are responsible for the cleaning of their stands.

The provision of refreshments for the participants by Exhibitors is only permitted if the catering regulations of the exhibition building concerned are observed.

Exhibition areas and fittings made available to Exhibitors must be handed back in their original condition. In case of damage or loss of equipment provided, or damage to areas occupied, repair and replacement will be charged to the Exhibitor.

Any special decoration or fittings must be submitted to the Organizer for prior authorization.

Advertising panels and display are not permitted outside the exhibition areas allotted to Exhibitors.

The Organizer will not approve stands, which do not comply with the accepted standards, until the necessary changes have been made.

Code of Practice
It is the Exhibitor’s / Sponsor’s responsibility to comply with the Regulations of Fair Trade Commission and Medical Law of the Republic of Korea, EFPIA (European Federation of Pharmaceuticals Industries & Associations) www.efpia.org and IFMFA (International Federation of Pharmaceutical Manufacturers & Associations) www.ifpma.org Code of Practice on the Promotion of Medicines. Failure to comply with these regulations may not be used as a ground to declare the contract void. Failure to comply with the Rules and Regulations will not expose the Organizer to any suits, demands by the Sponsors/Exhibitor/any third party.