

Industry Prospectus

**48th World Small
Animal Veterinary
Association Congress
and 29th FECAVA
Eurocongress**

Lisbon, 27-29 September 2023





Support Categories & Benefits

Sponsorship Packages

You can choose one of the available packages or you can select your preferred support items. Depending on your sponsorship amount, you will receive benefits associated with the respective support level.

Below you can find pre-made packages. It is possible to alter some of our offerings, please contact me (Lisa Sant – lsant@kenes.com) and together we can customize a package for you.



DIAMOND PACKAGE

- 100 sqm Exhibition Space
- 6 Streams sponsorship (max. 2 streams per day)
- 3 Signs in exhibition area (provided by the company)
- Advertisement: Banner on front page of the mobile app
- Advertisement: Inside front cover OR back cover of final program
- Logo on congress bags OR Logo on lanyards
- Banner on the front page of the mobile app and advert in sponsors section
- 2 Exclusive E-mail blasts (E-mail blast will be sent prior to the Congress. Design to be supplied by the company (html) and to be provided by deadline)
- 100 word profile in final program
- Entitlement to use your logo with the following phrase: “Diamond Sponsor of the 48th WSAVA Congress and the 29th FECAVA Eurocongress” on your promotional material from the time the contract is signed until the conclusion of the Congress
- Acknowledgement as DIAMOND SPONSOR on congress website, signage onsite, App and in final program



PLATINUM PACKAGE

- 80 sqm Exhibition Space
- 3 Streams sponsorship (max. 1 stream per day)
- 2 Signs in exhibition area (provided by the company)
- Advertisement: Banner on front page of the mobile app
- Advertisement: Inside back OR inside page of final program
- Logo on congress bags OR Logo on lanyards (priority goes to diamond sponsor)
- Banner on the front page of the mobile app and advert in sponsors section
- 1 Exclusive E-mail blast (E-mail blast will be sent prior to the Congress. Design to be supplied by the company (html) and to be provided by deadline)
- 100 word profile in final program
- Entitlement to use your logo with the following phrase: “Platinum Sponsor of 48th WSAVA Congress and the 29th FECAVA Eurocongress” on your promotional material from the time the contract is signed until the conclusion of the Congress
- Acknowledgement as PLATINUM SPONSOR on congress website, signage onsite, App and in final program

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GOLD PACKAGE

- 48 sqm of Exhibition Space
- 2 Streams sponsorship (max. 1 stream per day)
- 1 Sign in exhibition area (provided by the company)
- Advertisement: Banner on front page of the mobile app
- Advertisement: Inside page of final program
- Advertisement - mobile app
- 1 Exclusive E-mail blast (E-mail blast will be sent prior to the Congress and will include up to 5 companies. Design to be supplied by the company (html) and to be provided by deadline)
- 100 word profile in final program
- Entitlement to use your logo with the following phrase: "Gold Sponsor of the 48th WSAVA Congress and the 29th FECAVA Eurocongress" on your promotional material from the time the contract is signed until the conclusion of the Congress
- Acknowledgement as GOLD SPONSOR on congress website, signage onsite, App and in final program



SILVER PACKAGE

- 36 sqm Exhibition Space
- 1 Stream sponsorship
- Advertisement: Banner on front page of the mobile app
- Advertisement: Inside page of final program
- 1 Combined E-mail blast (E-mail blast will be sent prior to the Congress and will include up to 5 companies. Design to be supplied by the company (html) and to be provided by deadline)
- Banner on the mobile app and advert
- 100 word profile in final program
- Entitlement to use your logo with the following phrase: "Silver Sponsor of the 48th WSAVA Congress and the 29th FECAVA Eurocongress" on your promotional material from the time the contract is signed until the conclusion of the Congress
- Acknowledgement as SILVER SPONSOR on congress website, signage onsite, App and in final program.



BRONZE PACKAGE

- 24 sqm Exhibition Space
- 1/2 Day stream sponsorship
- Advertisement: Inside page of final program
- Advert in the Mobile App
- 100 word profile in final program
- Entitlement to use your logo with the following phrase: "Bronze Sponsor of the 48th WSAVA Congress and the 29th FECAVA Eurocongress" on your promotional material from the time the contract is signed until the conclusion of the Congress
- Acknowledgement as BRONZE SPONSOR on congress website, signage onsite, App and in final program



CUSTOM PACKAGE

- Customize your own package and include a variety of items such as:
- Sponsoring sessions
- Hosting a product theatre
- Various on-site branding opportunities
- Various marketing and advertising opportunities
- The total value of your customized package will give you the same acknowledgement of the other levels
- Entitlement to use your logo with the following phrase: "Sponsor (level) of the 48th WSAVA Congress and the 29th FECAVA Eurocongress" on your promotional material from the time the contract is signed until the conclusion of the Congress

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You will be given a support category dependent upon the total amount of your contribution. The total contribution will consist of the package chosen (details below) or sum of individual items (promotional opportunities, exhibition space (excluding storage space)).

You will benefit from outstanding advantages linked to your support category.

Support Levels

- DIAMOND SPONSOR
- PLATINUM SPONSOR
- GOLD SPONSOR
- SILVER SPONSOR
- BRONZE SPONSOR

Supporter/Exhibitor booking items/space with a contribution of less than Bronze category will be acknowledged as Supporter"/"Exhibitor" only.

Support Benefits

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

BENEFITS ACCORDINGLY TO LEVEL	DIAMOND	PLATINUM	GOLD	SILVER	BRONZE
BOOTH SPACE	1ST PRIORITY CHOICE OF BOOTH SPACE	2ND PRIORITY CHOICE OF BOOTH SPACE	3RD PRIORITY CHOICE OF BOOTH SPACE	4TH PRIORITY CHOICE OF BOOTH SPACE	5TH PRIORITY CHOICE OF BOOTH SPACE
CONGRESS REGISTRATION	10	6	4	3	1
EXHIBITION BADGES	15	10	8	5	3
THEME NIGHT TICKETS	10	8	6	4	2
HOTEL ACCOMMODATION	1ST PRIORITY CHOICE OF HOTEL ACCOMMODATION	2ND PRIORITY CHOICE OF HOTEL ACCOMMODATION	3RD PRIORITY CHOICE OF HOTEL ACCOMMODATION	4TH PRIORITY CHOICE OF HOTEL ACCOMMODATION	5TH PRIORITY CHOICE OF HOTEL ACCOMMODATION
DELEGATE LIST <small>(INCLUDING ONLY THOSE WHO AGREED TO SHARE DETAILS)</small>	2 DELEGATE LIST PRIOR & 1 POST CONGRESS	1 DELEGATE LIST PRIOR & 1 POST CONGRESS	1 DELEGATE LIST PRIOR & 1 POST CONGRESS	1 DELEGATE LIST PRIOR & 1 POST CONGRESS	1 DELEGATE LIST PRIOR & 1 POST CONGRESS

Branded items will carry company logos only. No product logos or advertisement are permitted.



Educational Items

SPONSORSHIP OF A SCIENTIFIC STREAM

(Full or Half Day)



- Opportunity to sponsor an existing scientific session from the main programme.
- The sponsor's logo will be present on the opening and closing slides.
- Sponsor can bring stand up signs for the room (sizes must be approved).
- Time Slots: allocated on a first come, first served basis.
- Support will be acknowledged in the program with the company logo and in the programme guide, on the event website and application, and with signage during the event.

E-POSTER AREA



Kenes e-Posters are a unique combination of scientific posters and interactive content. An e-Poster is an electronic version of the traditional paper poster and is shown at dedicated digital stations at the event.

E-Posters create unique networking and engagement opportunities, generate participants' interest, and are good exposure for authors. The highly trafficked e-Poster terminals, located in prime locations allow attendees to access the electronic presentations easily and conveniently. E-poster support includes:

- Signage at the entrance to the e-Poster area with "Supported by..." and a company logo only.
- Signage "Supported by..." and a company logo only on each individual e-poster station.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application and with signage during the event.

MOBILE APP



The Congress Mobile App engages attendees with personalised planning tools and real-time event updates. The App transforms smartphones, tablets, and laptops into tools for active participation and makes it easy for participants to access congress information to connect with speakers and colleagues. The App includes the scientific programme, abstracts, speakers' information, participants' list, the rating/voting system for sessions and speakers, and a personalised scheduler. The App can be downloaded from the Apple App Store and Google Play.

The Mobile App support includes:



- Supporter acknowledgement on the splash/pop-up screen of the App: “Supported by: company name/logo” (product logo not permitted).
- 2 “push notifications” included in the sponsorship package.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application and with signage during the event.

WEBCASTING OF SCIENTIFIC SESSIONS



The ability to attend all congresses, or even all sessions at a given congress, is impossible for the busy medical professional. Webcasting provides a means of sharing knowledge and learning opportunities beyond the dates of the actual event and thus serves a vital educational need. Materials are saved locally, but at the same time, can be distributed over the web to viewers around the world via a robust cloud server. Viewers can access the broadcasts using PCs, tablets, or smartphones live (as streamed video) or later, as on-demand webcasts.

Kenes offers two types of webcasting options:*

- Video includes a video screen of the speaker during the session, PowerPoint slides (in sync with the speaker), and audio.
- Digital Imaging includes PowerPoint slides with audio.
- Support will be recognised on the home screen with “Supported by...” and a company logo only.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application and with signage during the event.

**Webcasted sessions to be designated by the Congress Planning Group. Supporters will have no influence on content. Congress retains the copyright of all of the enduring materials in all media formats arising from the main Congress, including the use and distribution rights for webcasting of all congress accredited programming.*



Promotional Items - Presence

INDUSTRY SYMPOSIUM

(Breakfast/Lunch)



- Opportunity to organise an Official Industry Session in a Plenary Hall, up to 60 minutes (Program subject to the approval by WSAVA).
- Includes hall rental, standard audio/visual equipment, and display table.
- Permission to use the phrase “Official Symposium of the WSAVA Congress”.
- Sponsored Symposia Programs will be included in a designated industry section of the website, E-book and mobile app.
- Time Slots: allocated on a first come, first served basis.
- Support will be acknowledged in the Industry Support and Exhibition section of the program guide, on the event website and application, and with signage during the event.
- NOTE: The supporting company in addition to the support fee must cover all speakers’ expenses including registration fee, accommodation and travel expenses. This also applies in the case where the speakers have already been invited by the Congress. In this case, the company will support the amount of nights as per congress policy.

WORKSHOP SESSION



- Opportunity to organise an official Workshop Session (Program subject to the approval by WSAVA).
- Includes: hall rental, standard audio/visual equipment, display table.
- Permission to use the phrase: “Official Workshop of the ... Congress”.
- Workshop Programs will be included in a designated industry section of the Final Program (subject to receipt by publishing deadline).
- Supporters will be acknowledged in a designated section of the Program.
- Time Slots: allocated on a “first come, first served” basis.
- Support will be acknowledged in the Industry Support and Exhibition section of the program guide, on the event website, mobile application and with signage during the event.
- NOTE: The supporting company, in addition to the support fee, must cover all speakers’ expenses including registration, accommodation



and travel expenses. This also applies in case the Workshop speakers have already been invited by the event organisers.

PROMOTION OF INDUSTRY SESSION



Companies can rent a space on the Congress website for period of 12 months (or until the next congress) and use it as a hosting partner to broaden the audience of their Supported Symposium.

- The webcast will be displayed in an Industry dedicated page on the website.
- Webcast will be clearly indicated as: “Webcast of an industry symposium session” on the Congress Website.
- The company will need to provide a written agreement with the speakers, which allows the webcast to be placed there.
- Webcast needs to be provided by the supporting company.

WORKSHOP SUPPORT



Supporters have the opportunity to have their equipment used in an existing Workshop Session.

- Supporter must supply the equipment for the Workshop.
- Supporter should bring a technician to ensure correct use of the equipment in the Workshop.*
- Workshop speaker(s) is (are) chosen by the Scientific Committee.
- Support will be acknowledged in the Industry Support and Exhibition section of the program guide, on the event website, mobile application and with signage during the event.
- Sponsor will not have any input regarding the content of the workshop. The support is only for the opportunity to provide equipment.

*All expenses of the technician to be paid by the supporting company, as well as shipping and insurance.



Promotional Items - Visibility

WELCOME RECEPTION



Supporter will have the opportunity to promote itself through a networking reception on the first evening to which all registered attendees are invited. Hospitality and any activities provided will be in compliance with all relevant industry codes.

- Supporter's logo on sign at the entrance to the Welcome Reception.
- Opportunity to provide items bearing company logo for use at the event.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application, and with signage during the event.

PRESIDENTIAL RECEPTION



Supporter will have the opportunity to promote itself through a networking reception on **September 28th from 19:00- 20:00** at SUD Lisboa for approximately 150 including the WSAVA board members and key stake holders.

- Supporter's logo on sign at the entrance to the Reception.
- Opportunity to provide items bearing company logo for use at the event.
- Possibility to have a short speech (upon approval by WSAVA)
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application, and with signage during the event.

SPEAKER'S READY ROOM



Facilities will be available at the venue for speakers and abstract presenters to check their presentations.

- Supporter's name/or company logo to appear on all signs for this room.
- Opportunity to display Supporter's logo on screensavers at each workstation
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application, and with signage during the event.

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COFFEE BREAK



Coffee will be served during breaks in the exhibition area.

- Opportunity to have a one-day display of company's logo at the catering point located within the exhibit area.
- Opportunity to provide items bearing company logo for use during the supported break.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application and with signage during the event.

MEETING ROOM



- An opportunity to hire a room at the venue that may be used as a Hospitality Suite or Meeting Room. Supporter will be able to host and entertain its guests throughout the Congress. Supporters will have the option to order catering and AV equipment at an additional cost.
- Opportunity to brand the hospitality suite.
- Acknowledgement on directional signage outside suite.

LANYARDS



Opportunity to place company logo on the lanyards. The Organising Committee will select the type and design of the lanyards.

The support entitlements are as follows:

- Supporter's logo to be printed on the lanyards.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application and with signage during the event.

BAGS



Supporter will provide funding of the participants' bags.

- The bag will bear the Supporter's logo and the Congress logo.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application and with signage during the event.

** The bag must be approved by the organising committee in advance.*

CHARGING KIOSK



Branded Charging Kiosk for multiple devices, including smartphones and tablets. It's a great way to leave a lasting impression on the participants.

- Opportunity to brand the Charging Kiosk with your company name and logo.



- Support will be recognised in the Industry Support and Exhibition section of the programme, on the event website, mobile application and with signage during the event.

SELFIE CORNER



- The selfie corner is an excellent opportunity to engage with attendees. It allows them to have fun and share their experience. Attendees are given the opportunity to take a photo of themselves and colleagues, using fun props.
- This corner attracts many attendees and a sponsor would gain exposure by having their logo on every photo taken. The exposure will last long after the congress ends as these photos are shared with colleagues, friends and family.
- Supporter's company logo would be placed on the Selfie Corner.
- Support will be acknowledged in the Industry Support and Exhibition section of the program guide, on the event website, mobile application, and with signage during the event.

NOTEPADS & PENS



Supporter will provide funding for the Notepads & Pens for the participants.

- Notepads & Pens will bear the Congress logo and the Supporter's company logo and will be distributed in the participants' bags.
- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application, and with signage during the event.

PHOTO BOOTH



The Photo Booth is an excellent tool to engage with attendees. It allows them to have fun and share their experience. Attendees are given the opportunity to take a photo of themselves and colleagues, using fun props provided by Kenes, and have the photo sent to them via email, text message or directly uploaded to their social media accounts.

- The booth attracts many attendees, and a sponsor would gain exposure by having their branding on the outside of the booth, including their logo on every photo taken.
- The exposure will last long after the congress ends as these photos are shared with colleagues, friends and family.



- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application, and with signage during the event.

GEL2GO BOTTLE



- Hand cleanser gel in a refillable bottle with flip cap and carabiner.
- Hand Cleanser Gel will be available for all participants during the Congress days.
- Sponsor will be able to brand the bottle with the company's logo.
- Support will be recognised in the Industry Support and Exhibition section of the programme, on the event website, mobile application and with signage during the event.

KEY RING



Make an impression with this practical and long-lasting key ring!

- Key rings will be available for all participants during the Congress days.
- Specially designed to avoid touching public usage surfaces with your hands (door handles, switches, public use taps, ATMs...).
- Sponsor will be able to brand the key ring with the company's logo.
- Support will be recognised in the Industry Support and Exhibition section of the programme, on the event website, mobile application and with signage during the event.

HAND CLEANSER



- Hand cleanser gel in refillable bottle with flip-cap.
- Hand cleanser gel will be available for all participants during the Congress days.
- Sponsor will be able to brand the bottle with the company's logo.
- Support will be recognised in the Industry Support and Exhibition section of the programme, on the event website, mobile application and with signage during the event.

BRANDED SEATS



The Branded Seats are stylish and informal. This multipurpose cardboard stool can be customized to match whatever theme you have chosen for your event. The design is subject to approval of the Secretariat.

- Opportunity to customize the branded seats.
- 50 or 100 branded seats will be produced, price is according to the amount.
- Location of branded seats onsite to be coordinated with Secretariat.

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- Support will be acknowledged in the Industry Support and Exhibition section of the programme guide, on the event website, mobile application and with signage during the event.

FLOOR STICKERS



Guide participants to your booth or session by having branded floor stickers.

- Have branded floor stickers and broaden your exposure.

**BRANDING
OPPORTUNITIES**



Be visible onsite and select one of the available branding opportunities.

- Several branding opportunities are available in the venue.



Promotional Items – Advertise

PROMOTIONAL MAILSHOT



Gain additional exposure for your industry session, company or exhibition booth by sending out a Mail Blast to the pre-registered delegates who have agreed to receive promotional material, at a date and time coordinated with the Congress Organiser.

- **Exclusive:** Mail blast will be exclusive for the supporting company. The designed mail blast (html format with Kenes design requirements) and the preferred “Subject” to be provided by the Supporter and subject to receipt by 6 weeks prior to the Congress. “From” field will be Congress Acronym + Year.
- **Joint:** Mail blast will be shared with other supporting companies. Supporting company should provide the content for the mail blast following Kenes design requirements. Design of mail blast will be done by Kenes/Organiser.

** In the case where the supporter cannot provide a compliant HTML file, they may provide one pdf/ image, that will be embedded into the congress designed mailshot for an additional charge of EUR250. Content received after the deadline may be processed for an additional fee of EUR500.*

POST-CONGRESS MAILSHOT



Connect with participants after the Congress days by sending out a post-Congress Exclusive Mail Blast to registered delegates who have agreed to receive promotional material, at a date and time coordinated with the Congress Organiser.

- Mail blast will be exclusive for the supporting company. The designed mail blast (html format with Kenes design requirements) and the preferred “Subject” to be provided by the Supporter. “From” field will be Congress Acronym + Year.

** In the case where the supporter cannot provide a compliant HTML file, they may provide one pdf/ image, that will be embedded into the congress designed mailshot for an additional charge of EUR250. Content received after the deadline may be processed for an additional fee of EUR500.*

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MOBILE APP ADVERT



- Gain additional exposure for your company, industry session or booth by advertising it in a designated section of the Mobile App.
- The Congress Mobile App will be available for all participants who download the app.

PUSH NOTIFICATION



- One “push notification” sent to all participants* onsite through the mobile app.
- Date and time to be coordinated with Congress organiser.
- Specifications will be provided by the Congress organiser.
- The Congress App will be available for all participants who download the app.

**Only for those participants who have opted to receive such information.*

MOBILE APP BANNER



- Gain additional exposure for your company, industry session or booth by having a banner on the front page of the Mobile App.
- The Congress Mobile App will be available for all participants who download the app and will include all congress info including the program

SOCIAL MEDIA PROMOTION



- Increase your reach and connect with participants and other HCPs by using the Congress social media.
- The company will be able to send a post on the different social media platforms.
- Time and date to be confirmed with the Congress organisers.

CONGRESS WEBSITE BANNER



Promote your company to all visitors of the Congress website.

- Banner advert in a designated area of the official Congress website.
- Subject to review by the Congress Programme Committee.

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MINI PROGRAM & E-
BOOK ADVERT



- Full inside page colour advertisement in designated section of the Mini Program & E-Book.
- The Mini Program & E-Book will contain the timetable, information about the scientific programme and other useful information.
- It will be available to all registered participants onsite and in the mobile app.

PRE-CONGRESS VIDEO
TEASER



- Sponsors will be offered a dedicated webpage including a 4 min video on the official Congress Website.
- Opportunity for sponsors to connect with attendees before the Congress days and create anticipation with a pre-event promotional video/webpage hosted by Congress organisers.
- Note: All pages are subject to review by the Congress Programme Committee.



All About Exhibition

Space Only Rental

(Minimum of 12sqm)- If you wish to have a smaller booth, you can take a shell scheme package.

That includes:

- Exhibitors' badges (3 plus 1 for each additional 9 sqm)
- 100-word company / product profile in the Program
- Cleaning of public areas and gangways
- Invitation to the Welcome Reception for registered exhibitors

Space only rental does not include any furniture, electrical usage or stand cleaning. All these services and others will be available to order in the Exhibitors' Technical Manual.

Additional Benefits

When you exhibit your company will receive the following additional benefits:

- Company logo on Congress Website and Mobile App, as an Exhibitor prior to the Congress
- Listing and profile in the Final Program
- **Note:** If you are planning to have a joint booth with another company, a co-exhibitor fee of €1,500 applies.

Shell Scheme Rental

- Exhibitors' badges (2 for 9sqm plus 1 for each additional 9sqm)
- 100 word company / product profile in the Program
- Cleaning of public areas and gangways
- Invitation to the Welcome Reception for registered exhibitor
- Shell scheme frame, basic lighting
- Fascia panel with standard lettering
- Table and two chairs (for 9sqm)
- Main electrical connection

Shell Scheme rental does not include any furniture, electrical usage or stand cleaning. All these services and others will be available to order in the Exhibitors' Technical Manual.

Additional Benefits

When you exhibit your company will receive the following additional benefits:

- Company logo on Congress Website as an Exhibitor prior to the Congress
- Listing and profile in the Final Program
- **Note:** If you are planning to have a joint booth with another company, a co-exhibitor fee of €1,500 applies.

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Venue & Floorplan

Lisbon Congress Centre

Praça das Indústrias, 1300-307 Lisboa – Portugal

View the [online floor plan here](#).

Exhibitors Badges Rules & Regulations

Allocation Of Exhibition Space

Space Allocation will be made on a “first come, first served” basis. A completed Exhibition Booking Form and Contract must 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 sent. Please note that three alternative booth 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 9sqm booked and one additional for each 9sqm after. Any additional exhibitors will be charged an exhibitor registration fee. Companies can purchase a maximum number of exhibitor registrations as follows:

- Booths of up to 55 sqm – 15 exhibitor registrations
- Booths larger than 55sqm – 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 available approximately 3 months prior to the 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

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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 Supporters are welcome to visit the Conference venue at their convenience. Please contact the venue directly to arrange this.

Exhibitor Logo & Profile

You can submit your logo and company’s profile, read important exhibitor information and complete orders for your stand on the **Kenes Exhibitors’ Portal**. The Exhibition Manager will contact you with the link to the Exhibitors’ Portal, including your personal login details.

Exhibition Terms & Conditions

The Terms and Conditions of exhibiting are included in the Online Prospectus and can be found here ([Terms And Conditions.pdf](#)). Please note that signing of the *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. An exclusive handling agent will be designated to the WSAVA/FECAVA 2023. The exclusivity of an agent for the handling needs of conferences refers specifically to work inside the venue. Exhibitors may use their own couriers up to the venue door and from outside of the venue door at the end of the conference. This organizational decision has been made for the safety and efficiency benefits to exhibitors and for the successful flow of the conference.

Promotional Activities

All demonstrations or instructional activities must be confined to the limits of the exhibition stand. Advertising material and signs may not be distributed or displayed outside the exhibitor’s stands . Sound equipment must be regulated and directed into the stand so that it does not disturb neighbouring exhibits. Exhibition Management reserves the right to require the exhibitor to discontinue any activity, noise or music that is deemed objectionable.

Further details will be included in the Exhibitors’ Technical Manual.

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Payments Cancellation Terms & Conditions

Applications for Sponsor and/or Exhibition must be made in writing with the booking form.

Contracts & Confirmation

Applications for Sponsor and/or Exhibition must be made in writing with the booking form.

Sponsors

Once a 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. Upon receipt of the Booking Form the organizer 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 a signed Booking Form is received, a confirmation of exhibition will be e-mailed to you with an accompanying invoice.

Support Terms & Conditions

The Terms and Conditions ([here](#)) of the Sponsor will be included in the contract as well.

Payment Terms & Methods

- 60% upon receipt of the Sponsorship agreement and first invoice.
- 40% by March 27th, 2023.

All payments must be received before the start date of the Congress. Should Sponsor fail to complete payments prior to the commencement of the Congress, Organizer will be entitled to cancel the reservation contemplated by this Agreement, and Sponsor will be subject to cancellation fees as determined below. Please note that a surcharge of €400 will apply for last minute changes or for submitting your congress materials after the deadline (*deadlines to be confirmed*).

Option 1: Payment by Bank Transfer (EUR).

Please make drafts payable to:

Kenes International Organizers of Conferences Ltd – WSAVA 2023

All bank charges are the responsibility of the payer.

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Option 2: Payment by credit card (EUR).

A surcharge will be applied when paying by credit card.

Cancellation / Modification Policy

Cancellation or modification of support items must be made in writing to the Industry Liaison and Sales Department:

Lisa Sant: lsant@kenes.com

The organizers shall retain:

- 10% of the agreed package amount if the cancellation/ modification is made before January 30th, 2023, inclusive.
- 50% of the agreed package amount if the cancellation/ modification is made between January 31st, 2023 – May 30th, 2023 inclusive.
- 100% of the agreed package amount if the cancellation/ modification is made after May 31st, 2023.

Contact

Please contact me for details, pricing and sponsorship options. If you have ideas that aren't listed here I'd be happy to work with you to create a package that meets your needs.

Lisa Sant
Industry Liaison & Sales Associate



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