FIP Dublin Exhibition 2013

As a member of the International Pharmaceutical Federation (FIP), the PSI is delighted to co-host the 2013 FIP Congress in Dublin in partnership with a wide range of pharmacy organisations representing the various areas of the profession in Ireland.

These partners include representative bodies - the Irish Pharmacy Union and the Hospital Pharmacists Association of Ireland- pharmacists in industry, education and regulation, the Schools of Pharmacy, our colleagues in Northern Ireland and pharmacy students.

This will be the first time the FIP Congress has taken place in Ireland since 1975!

The Exhibition will be an integral part of the congress and offers a unique opportunity to showcase the interests and services of Industry partners both global and local.

The Exhibition area will also be the venue for all congress catering as well as poster displays, guaranteeing an excellent through-put of conference delegates.

The Congress Venue

The Convention Centre Dublin (CCD) is the contemporary state-of-the-art venue for FIP Dublin 2013. The landmark building was designed by Pritzker award-winning Irish architect Kevin Roche and features a stunning glass-fronted atrium running the full height of the building, giving delegates panoramic views of the River Liffey, the Dublin cityscape and the Wicklow Mountains. The CCD is a short walk from Dublin city centre and within easy access of many hotels, restaurants, visitor attractions and Dublin night life.

Audience Profile

The FIP Congress is the only truly global event for Pharmacists and Pharmaceutical Scientists and the Dublin Congress expects to attract over 3,000 international practising pharmacists and scientists.

The audience at FIP 2013 and associated events will also include significant numbers of pharmacists based in Ireland (from community, hospital, industry and academia), pharmacy students and recent graduates, as well as leaders from the profession and sector across the world.
General Exhibitor Information

Place and time

The exhibition will be held at the Forum in The Convention Centre Dublin (CCD) from Sunday 1st until Wednesday 4th September 2013.

Preliminary Opening hours

The exhibition will be open for registered congress participants and registered accompanying persons during the following hours:

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Sunday 1 September 2013</td>
<td>from 16:30 – 18:00 (to include the Opening Reception)</td>
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<tr>
<td>Monday 2 September 2013</td>
<td>from 09:00 – 18:30</td>
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<tr>
<td>Tuesday 3 September 2013</td>
<td>from 09:00 – 18:30</td>
</tr>
<tr>
<td>Wednesday 4 September 2013</td>
<td>from 09:00 – 18:30</td>
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Construction and dismantling of stands

Stand construction and delivery of goods:

- From 08.00 – 23.00 on Saturday 31 August 2013
- From 08.00 – 13.00 on Sunday 1 September 2013

Dismantling of stands and removal of exhibits:

- From 08.00 – 22.00 on Thursday 5 September 2013

Please note that for all self-build booths, drawings and dimensions of the booth must be submitted to the Organisers for approval no later than 28th April, 2013.
Admission
All registered participants and registered accompanying persons have free admission to the exhibition.

Organisation
The Exhibition is being organized by the Pharmaceutical Society of Ireland (PSI)

Contact: Terri Cullinane
E: fipdublin2013@thepsi.ie
Tel: 00 353 1 218 4000
Congress website: www.fip.org/dublin2013

Technical Organiser on behalf of the PSI:

Keynote PCO
Contact: Rachel O’Hare
Tel: 00 353 1 400 3662
Email: fipexpo2013@keynote.ie

Stand rental
The rental fee is €525 per m² excluding VAT @ 23%. Floor space is available in units of a minimum of 9 m² (3x3 meters).

The rental fee is for space only and includes:

- Listing of name in the final programme
- 2 free exhibitor badges per 9m²
- Lunch for 2 persons x 3 days
- Power (one double socket per 9m², additional power can be ordered separately)

The fee does not include any stand construction.
Exhibitors who do not wish to construct their own stand may order a shell scheme stand construction for an additional charge of €50.00 per m² (total €575 per m² excluding VAT @ 23%).

This shell scheme construction can be ordered via the Exhibition Manual.

The price includes:

- Listing of name in the final programme
- 2 free exhibitor badges per 9m²
- Lunch for 2 persons x 3 days
- Basic electric pack (2 spotlights on track and one double socket)
- 1 x Circular table & 2 chairs
How to book exhibition space

Please complete the enclosed Exhibition Contract and return it to the Exhibition Organiser. On receipt of your contract, you will be sent confirmation and an invoice for the payment of the total amount. Exhibition space will be assigned by the Organising Committee on a ‘first come first served’ basis. In case the requested location is not available, the Organiser will assign space as close as possible to your preferred location in an impartial manner.

Exhibitors wishing to avoid being assigned space adjacent to that of a particular competitor should indicate this on their application. All such requests will be respected as far as possible.

Terms of payment

After the enclosed Exhibition Contract is received by the Exhibition Organiser, a confirmation and an invoice for the payment of the total amount will be sent. This is due for payment within three weeks of its receipt.

Cancellation or reduction

Notification of an exhibitor’s decision to cancel or reduce exhibit space must be submitted to the Exhibition Organiser in writing before 15 March 2013. The effective date of space cancellation or reduction will be the date on which the Exhibition Organiser receives the written notice.

Cancellation schedule:

- Before 31 March 2013 - 50% of costs will be reimbursed.
- After 31 March 2013 - no refunds will be made.
Exhibition Order Form

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 return at your earliest convenience to:
The Pharmaceutical Society of Ireland
The PSI
Ms. Terri Cullinane
Tel: 00 353 1 218 4000
Email: fipdublin2013@thepsi.ie

Part 1 of 2:

Company Name: 
Address: 

Town/City: 
Postal Code: 
Country: 
Telephone: 
Fax: 
Contact Person: 
E-Mail: 

Part 2 of 2:

Booth dimensions: \( \times \) = m²
Floor space is available in units of a minimum of 9m² (3x3m.)

Option 1: Open space: €525.00 per m², excl. VAT @ 23% [ ]
Option 2: Shell scheme: €575.00 per m², excl. VAT @ 23% [ ]

Total amount: €

Stand Number Preference:
1. 
2. 
3. 
4. 
5. 

Invoice and payment
Undersigned declares that the sum of € , will be paid within 3 weeks, after receipt of the invoice.

The undersigned is fully aware of the terms and conditions of the general regulations set out enclosed without reservations. (see attached)

Date: 

Signature:
Article 1. Definitions

In these Terms and Conditions:

- the words “Exhibition Contract” mean the application form provided by the Organiser for the application for a Stand Space and/or Booth for the Exhibition;
- the word “Booth” means the construction, built on the Stand Space, in which the Exhibitor displays his products or exhibits;
- the words “Congress Centre” mean the Convention Centre Dublin (CCD) the word “Contract” means the agreement between the Organiser and the Exhibitor regarding Stand Space, governed by these Terms and Conditions;
- the word “Exhibitor” means the exhibition during FIP Dublin 2013;
- the word “Organiser” means the company contracted by the Organiser to coordinate the exhibition;
- the word “Stand Space” means the area of space at the Congress Centre where the Exhibitor is allowed, under the Contract, to display his products or exhibits;
- the words “Standard Booth” mean the construction, built on the Stand Space, in which the Exhibitor displays his products or exhibits, provided by the Organiser, upon application and (pre) payment by the Exhibitor;
- the words “Technical Organiser” mean the company employed by the Organiser to coordinate the exhibition;
- the words “Terms and Conditions” mean the regulations required for the construction, installation and (pre) payment by the Exhibitor, cooks otherwise cease his/her activities.

In the case of a disturbance of the peace at the Exhibition, caused directly or indirectly by the Organiser’s willful misconduct or gross negligence.

- the Exhibitor is not allowed to have goods or persons duly authorised by the Organiser, the Organiser may remove any property of the Exhibitor from the Stand Space and/or the Booth or any property of the Exhibitor from the Congress Centre, or have them removed at the expense and risk of the Exhibitor.

- the word “Contract” means the exhibition during FIP Dublin 2013;
- the word “Organiser” means the company contracted by the Organiser to coordinate the exhibition;
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