



World Climate Conference-3

Geneva, Switzerland

31 August – 04 September 2009

Geneva International Conference Centre

EXHIBITION AND SPONSORSHIP PROSPECTUS

http://www.wmo.ch/pages/index_en.html



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I. An invitation by the Secretary-General of the World Meteorological Organization

World Climate Conference-3 (WCC-3)

Dear Colleague,

The World Meteorological Organization (WMO) is pleased to announce the **World Climate Conference-3**, which will be held in Geneva (Switzerland) from 31 August to 4 September 2009, at the **International Conference Centre Geneva (CICG)**.

Climate change is by now an established issue for governments, international organizations, industry and the global population. The demand for climate prediction and information services is expected to increase worldwide, in order to address the challenge of climate change. However, while some regions are especially vulnerable to natural hazards, climate change affects the entire planet. In all parts of the world, the sustainability of economic development and living conditions will increasingly depend on our ability to manage the risks and opportunities associated with extreme climate events, which are likely to be of greater frequency, intensity and extent, as well as on our capacity to adapt to future climate change.

Background

The World Meteorological Organization organized the **First World Climate Conference** in 1979 and the **Second World Climate Conference** in 1990, in collaboration with UN system partners. These Conferences were instrumental in bringing the issues of climate variability and change to the attention of policy makers.

The **First World Climate Conference (WCC-1)** led to the establishment of three international scientific and policy activities:

- The Intergovernmental Panel on Climate Change, which was awarded the Nobel Peace Prize in 2007;
- The World Climate Programme;
- The World Climate Research Programme.

The **Second World Climate Conference (WCC-2)** called for the establishment of an appropriate Observing System and a Climate Convention:

- The Global Climate Observing System;
- The UN Framework Convention on Climate Change, which was established in 1992, adding momentum to international efforts on climate change issues.

Together, these bodies succeeded in raising global awareness of climate change, and in promoting recognition of the need to coordinate all scientific efforts for a better understanding of our climate.



The World Climate Conference-3 (WCC-3)

Today, facing the challenge of climate variability and change requires that societies are empowered with new tools enabling the management of a wide variety of climate risks and opportunities. In particular, recent scientific advances in climate forecasting offer a great opportunity for the development of new climate services to benefit a wide user community.

The World Climate Conference-3 (WCC-3) will build upon the success of the first two conferences to produce a new global framework to improve insight in our climate and transform it into practical action, empowering humankind to adapt to the climate of today and to better prepare for the climate of tomorrow.

WCC-3 will be held under the auspices of WMO, and in collaboration with other UN agencies, national governments and the private sector. It will be a major contribution to the United Nations' leading role in climate variability and change, and is intended to support the work of countries in adapting their societies to the relevant challenges which will arise in the next decades.

Who will participate?

The Conference will attract around 1500 attendees, in particular:

- Heads of States and Governments;
- Ministers and key government decision-makers;
- CEOs of international and multinational corporations;
- Heads of major economic groupings;
- Eminent scientists;
- Heads of United Nations Agencies and other intergovernmental organizations;
- Heads of National Meteorological and Hydrological Services (NMHSs);
- Heads of scientific and research institutions.

We expect the conference to be addressed by the UN Secretary-General, Heads of States, Governments and Economic Commissions, as well as the Chairman of the Intergovernmental Panel on Climate Change (IPCC), and we are well advanced in securing other key policy decision makers and influencers who are globally recognized.

Commerce and industry will have an especially important role in demonstrating existing and emerging technologies and services in the area of climate change to a wide audience of decision makers and opinion leaders.



WMO therefore requests your support to share and to demonstrate the breaking advances in the science of climate prediction and information, as well as the supporting technologies for the benefit of humanity. I therefore wish to invite you to discuss with WMO your interest in this event and your possible support.

I hope that you will join us for the **World Climate Conference-3 (WCC-3)** - a truly historic event.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Jarraud", is written over a white background.

M. Jarraud
Secretary-General



2. Committees

WORLD METEOROLOGICAL ORGANIZATION

WORLD CLIMATE CONFERENCE-3 INTERNATIONAL ORGANIZATION COMMITTEE

Composition of the Sub-Committees

2.1. PROGRAMME COMMITTEE

CHAIR

Prof. Dr Martin VISBECK

Deputy Director
IFM-GEOMAR
Head of Research Unit Physical
Oceanography
Leibniz-Institut fuer
Meereswissenschaften
KIEL, Germany

MEMBERS

Dr Michael J. COUGHLAN

Bureau of Meteorology
Superintendent, National Climate Centre
MELBOURNE, Australia

Dr Chester KOBLINSKY

Director
NOAA Climate Program Office
SILVER SPRING, USA

Dr Kiyoharu TAKANO

Climate Prediction Division
Japan Meteorological Agency (JMA)
TOKYO, Japan

Prof. John MITCHELL

Chief Scientist
Met Office
EXETER, U.K.

Ms Isabelle NIANG

Maître de Conférences
Département de Géologie
Faculté des Sciences
Université de Dakar
DAKAR, Senegal

Mr Charles PEARSON

Regional Manager
NIWA – National Institute of Water and
Atmospheric Research
CHRISTCHURCH, New Zealand

Dr Govindarajan SRINIVASAN

Director
India Meteorological Department
NEW DELHI, India

Dr WANG Shourong

Deputy Director of CMA
China Meteorological Administration
BEIJING, P.R. China

Dr Richard ROSEN

Senior Advisor for Climate Research
NOAA Climate Program Office
SILVER SPRING, USA

Prof. Dr Mezak Arnold RATAG

Director for Research and Development
Meteorological and Geophysical Agency
JAKARTA, Indonesia



2. Committees

Mrs Elisabeth LIPIATOU

Head, Climate Change and Environmental Risks Unit
Environment Directorate
European Commission
DG Research, Directorate Environment
BRUSSELS, Belgium

Mr Stefan RÖSNER

Office of the President and International Affairs
GCOS German Coordinator
OFFENBACH, Germany

Dr Alexia MASSACAND

Senior Scientific Expert
Group on Earth Observations (GEO)
GENEVA, Switzerland

Dr Gisbert GLASER

Senior Advisor
Science for Sustainable Development
International Council for Science (ICSU)
Paris, France

Dr Stephen ZEBIAK

Director-General
The International Research Institute for Climate and Society
IRI
The Earth Institute
PALISADES, USA

Mr Haresh Bhojwani

International Development Officer
The International Research Institute for Climate and Society
IRI
The Earth Institute
PALISADES, USA

Dr Earl SAXON

Climate Change & Ecosystems Programme Officer
IUCN
The World Conservation Union
GLAND, Switzerland

Mr Ndegwa NDIANG'UI

Senior Scientific Affairs Officer
Langer Eugen
BONN, Germany

2.2. HIGH LEVEL COMMITTEE

CHAIR

Dr José ROMERO

Head of Rio Conventions Sections / FOEL
International Affairs Division
Federal Office for the Environment (FOEN)
Federal Department of Environment, Transport, Energy und Communications
BERNE, Switzerland

MEMBERS

Dr Michael J. COUGHLAN

Bureau of Meteorology
Superintendent, National Climate Centre
MELBOURNE, Australia

Mr Charles PEARSON

Regional Manager
NIWA – National Institute of Water and Atmospheric Research
CHRISTCHURCH, New Zealand



2. Committees

Dr Govindarajan SRINIVASAN

Director
India Meteorological Department
NEW DELHI, India

Dr Cathy JOHNSON

Deputy Research Programme Manager
DEFRA Department for Environment,
Food and Rural Affairs
CEOSA Division
London, U.K.

Mr Alan SEARL

Second Secretary
Environment, Health and Climate
Security
UK Mission to the United Nations
GENEVA, Switzerland

Prof. Dr Mezak Arnold RATAG

Director for Research and Development
Meteorological and Geophysical Agency
JAKARTA, Indonesia

Dr Stephen ZEBIAK

Director-General
The International Research Institute for
Climate and Society
IRI
The Earth Institute
PALISADES, USA

Mr Haresh Bhojwani

International Development Officer
The International Research Institute for
Climate and Society
IRI
The Earth Institute
PALISADES, USA

Mr Stelios PESMAJOGLOU

Team Leader
Analysis/Methods sub-programme
UNFCCC Secretariat
BONN, Germany

2.3. INTERACTIVE COMMITTEE

CHAIR

Dr Alexia Massacand

Group on Earth Observations (GEO)
GENEVA, Switzerland

MEMBERS

Dr Chester KOBLINSKY

Director
NOAA Climate Program Office
SILVER SPRING, USA

Mr Michele BERNARDI

Agrometeorology Officer
Natural Resources Management and
Environment Department
FAO
Rome, Italy

Mr Stefan RÖSNER

Office of the President and International
Affairs
GCOS German Coordinator
OFFENBACH, Germany

Dr Gisbert GLASER

Senior Advisor
Science for Sustainable Development
International Council for Science (ICSU)
PARIS, France



2. Committees

Ms Joy MULLER

International Representation Officer
Office of the Deputy Secretary General
International Federation of Red Cross
and Red Crescent Societies
GENEVA, Switzerland

Mr Patricio BERNAL

Executive Secretary IOC – Assistant
Director General
Intergovernmental Oceanographic
Commission and
United Nations Educational, Scientific
and
Cultural Organization
PARIS, France

Dr Stephen ZEBIAK

Director-General
The International Research Institute for
Climate and Society
IRI
The Earth Institute
PALISADES, USA

Mr Sálvano BRICEÑO

Director
UN/ISDR
Palais des Nations
GENEVA, Switzerland

Mr Yuichi ONO

Programme Officer
UN/ISDR MIE-II
CHÂTELAINE, Switzerland

Ms Jaime WEBBE

Programme Officer Climate change and
biodiversity
Secretariat of the Convention on
Biological Diversity
MONTREAL, Canada

Mr Ndegwa NDIANG'UI

Senior Scientific Affairs Officer
Langer Eugen
BONN, Germany

Mr Stelios PESMAJOGLOU

Team Leader
Analysis/Methods sub-programme
UNFCCC Secretariat
BONN, Germany

Dr Venkataramaiah SATYAN

Acting Director
WCRP
RES Department
World Meteorological Organization
GENEVA, Switzerland

Dr Luigi CABRINI

Director
Department of Sustainable Development
of Tourism
World Tourism Organization
MADRID, Spain

Mrs Elisabeth LIPIATOU

Head, Climate Change and
Environmental
Risks Unit
Environment Directorate
European Commission
DG Research, Directorate Environment
BRUSSELS, Belgium



2. Committees

2.4. RESOURCES MOBILIZATION COMMITTEE

CHAIR

Ms Mary POWER
Resource Mobilization

Dr Buruhani NYENZI
Director
World Climate Conference—3 Secretariat
Climate and Water Department
GENEVA, Switzerland

MEMBERS

Mrs Elisabeth LIPIATOU
Head, Climate Change and
Environmental
Risks Unit
Environment Directorate
European Commission
DG Research, Directorate Environment
BRUSSELS, Belgium

Prof. John MITCHELL
Met Office
FitzRoy Road
EXETER, U.K.

Dr Michael J. COUGHLAN

Bureau of Meteorology
Superintendent, National Climate Centre
MELBOURNE, Australia

Ms Ko BARRETT

Senior Policy Advisor
NOAA Climate Program Office
SILVER SPRING, USA



3. Other Partners



Principal Sponsors



Australian Government



Government of Canada



European Community



Ministry for Foreign Affairs of Finland



Government of Germany



Norwegian Ministry of Foreign Affairs

РОССИЙСКАЯ

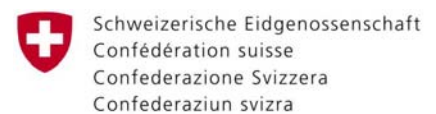


RUSSIAN FEDERATION

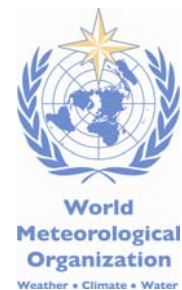
Russian Federation



Government of Spain



Confederation of Switzerland



3. Other Partners

Other Sponsors

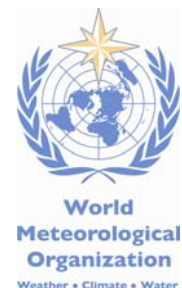
Government of Denmark
Government of Italy
Government of Ireland

Partner Institutions

Food and Agriculture Organization (FAO)
Global Climate Observing System (GCOS)
Group on Earth Observations (GEO)
International Chamber of Commerce (ICC)
International Union for Conservation of Nature (IUCN)
International Federation of Red Cross and Red Crescent Societies (IFRC)
Intergovernmental Panel on Climate Change (IPCC)
Intergovernmental Oceanographic Commission / United Nations Educational Scientific and Cultural Organization (IOC/UNESCO)
The International Research Institute for Climate and Society (IRI)
International Strategy for Disaster Reduction (ISDR)
United Nations Convention on Biological Diversity (UNCBD)
United Nations Convention to Combat Desertification (UNCCD)
United Nations Environment Programme (UNEP)
United Nations Framework Convention on Climate Change (UNFCCC)
United Nations Human Settlements Programme (UN-HABITAT)
United Kingdom Department for Environment and Rural Affairs (DEFRA)
World Business Council for Sustainable Development (WBCSD)
World Climate Research Programme (WCRP)
World Tourism Organization (UNWTO)
The World Bank
World Health Organization (WHO)

4. Preliminary Programme Overview

		Programme for the WCC-3					
ca	Monday	Tuesday	Wednesday	Thursday	Friday		
09:00 - 09:30							
09:30 - 10:00	Welcome addresses	Socio-economic Benefits of Climate Risk Management	Climate extremes and hazard early warning systems	OPENING OF HIGH LEVEL SEGMENT RECOMMENDATIONS FROM SCIENCE SEGMENT	HIGH LEVEL ADDRESSES		
10:00 - 10:30							
10:30 - 11:00	Coffee	Coffee	Coffee	HIGH LEVEL ADDRESSES	11:30 - 12:00 Coffee		
11:00 - 11:30							
11:30 - 12:00	Needs for climate information	Advancing Climate Prediction Science	Mainstreaming Climate Information for adaptation	ADDRESSES FROM END-USERS	12:00 - 13:00 CONFERENCE DECLARATION and CLOSING ADDRESSES		
12:00 - 12:30							
12:30 - 14:00	Lunch	Lunch	Lunch	12.30 - 13.00 GROUP PHOTO	13.00 - 14.30 Lunch		
14:00 - 14:30	The Climate Prediction and Information Challenge	PARALLEL SESSIONS Climate and Humian Health	PARALLEL SESSIONS Climate and biodiversity and natural resource management	PARALLEL SESSIONS Climate and sustainable cities	13.00 - 15.00 Lunch		
14:30 - 15:00						Climate and sustainable Energy	Decadal climate variability
15:00 - 15:30						Seasonal-to-interannual climate variability	Climate and sustainable cities
15:30 - 16:00	Coffee	Coffee	Coffee	HIGH LEVEL ADDRESSES	15.00 - 18.00 HIGH LEVEL ADDRESSES		
16:00 - 17:30	ROUND TABLE DISCUSSION Climate Risk Management	PARALLEL SESSIONS Climate and Water	PARALLEL SESSIONS Climate land, degradation, agriculture and food security			PARALLEL SESSIONS Regional climate information for risk management	
17:30 - 19:00	Poster Session	Poster Session	Poster Session				
19:00 - 20:00	Ice Breaker	ROUND TABLE DISCUSSION Climate Information for Adaptation	ROUND TABLE DISCUSSION Communicating Climate Information				



5. General Information

Switzerland

The following website provides a general overview of the country and tourist attractions:

www.switzerland.com

The city of Geneva

Geneva is situated in the centre of central Europe, making it very easy for travellers to work the city into their itinerary. Often the location of international treaty conventions, it is very cosy thanks to a low population of 180,000 people. The city is divided by the River Rhone into the rive gauche and rive droite. The rive gauche holds most of the sights with visitor interest, including the Jet d'Eau, a 400-foot geyser. It would be difficult for a city to be more alpine than Geneva. Set on the banks of Lake Lemman, the city looks out onto the snow-capped peaks of the Alps and Jura mountains jutting out of the deep forests and mystical countryside.

www.geneva.com

Conference Venue: Centre International de Conférences Geneve (The CICG)

Built by the Building Foundation for International Organizations (FIPOI), the CICG was inaugurated in 1973. Intended to receive international conferences at the governmental level, of political nature, economic and technical, as well as private congresses of all types. Entirely renovated and increased between October 2004 and October 2005, equipped with a brand new entrance, a new and completely flexible polyvalent space, it will be able to accommodate your events under the optimal conditions.

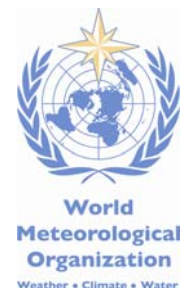
www.cicg.ch

Sponsorship & Exhibition Sales

Mr. José Rocha
Viajes Iberia Congresos
Phone: +34 954 22 40 95
Fax: +34 954 21 02 15
E-mail: jose.rocha@viajesiberia.com



www.viajesiberiacongresos.com



6. Sponsorship Categories

Category A: Gold Sponsor

- Booth of 24 m²
- Location of the booth in a prominent place in ground level
- Inclusion of an advertisement (provided by sponsor) in the Exhibition Brochure (whole page)
- Insert a company leaflet to Conference bag (5 – 11 pages)
- Link to the web site of the Conference and Viceversa.
- Company's name identified as Gold sponsor in conference documentation
- Possibility to put a banner or company flag in the exhibition area.
- Possibility to sponsor Conference bags (Company Provided)

Gold Sponsor Rate : 25.000 Euro + VAT

Category B: Silver Sponsor

- Booth of 18 m²
- Location of the booth in a prominent place in ground level
- Inclusion of an advertisement (provided by sponsor) in the Exhibition Brochure (half page)
- Insert a company leaflet to Conference bag (2 - 5 pages)
- Link to the web site of the Conference and Viceversa.
- Company's name identified as Silver sponsor in conference documentation
- Possibility to put a banner or company flag in the exhibition area.
- Possibility to sponsor name badges straps (Company Provided)









Silver Sponsor Rate : 17.000 Euro + VAT

Category C : Bronze Sponsor

- Booth of 6 m²
- Location of the booth in a prominent place in ground level
- Inclusion of an advertisement (provided by sponsor) in the Exhibition Brochure (quarter page)
- Insert a company leaflet to Conference bag (2 - 3 pages)
- Link to the web site of the Conference and Viceversa.
- Company's name identified as Bronze sponsor in conference documentation

Bronze Sponsor Rate : 8.000 Euro + VAT

7. Additional Sponsorship Opportunities

	ITEM/RATE	DESCRIPTION
	Coffee breaks (each), Company provided (at cost)	Provide the Coffee-Tea Breaks, 2 per day, during the Conference. Your company's name will be displayed at the distribution stations during the breaks
	Water fountains 5.000 Euro	Dispensers will be placed at strategic points throughout the conference centre. The Sponsor's logo will appear on each dispenser
	Cybercafé 10.000 Euro	Your company will be acknowledged in a seating area of 10 persons
	Pads and pens, Company provided (at cost)	The Sponsor supplies the required number of writing pads (blank with company logo only, size 50 x 30 mm, print proof required, no product branding) & Pens (company logo only) for inclusion in the conference bags
	Company Hospitality Suite 5.000 Euro	Hospitality Suites will be offered in the conference venue. The rental is offered to exhibitors and sponsors only
	Speakers Hospitality Suite 10.000 Euro	The Sponsor's logo will appear at the entrance and inside the Suite
	Travel insurance for delegates (at cost)	Provide travel insurance to all delegates attending the Conference
	Digital Abstracts Book in USB drive 30.000 Euro	The Sponsor's logo will appear on the USB drive



8. Information for Sponsors

Application for sponsorship can be made in writing with the enclosed booking enquiry form and sent to:

Mr. José Rocha
Viajes Iberia Congresos
C/ Ronda de Capuchinos, nº 4 bloque. 3 local, 3-4
41003 Sevilla (Spain)
Phone.: +34 954 22 40 95
Fax: +34 954 21 02 15
E-mail: jose.rocha@viajesiberia.com



Once an application is made a contract will be sent for completion. This contract should be signed and returned with a 100% payment to the sponsorship office address above. Alternatively an invoice for the deposit can be requested on the booking form. Once this has been received a confirmation of sponsorship will be mailed to you with an accompanying invoice.

Terms of Payment

100 % payment with signed contract

Payment Methods

Option 1: Payment by bank transfer

Bank charges are the responsibility of the payer and should be paid at source in addition to the rates.

Option 2: Payment by credit card

A transaction fee of 5% will be added to the total amount debited to your credit card

Cancellation Policy

Cancellation must be made in writing to the address indicated above.

The organizers shall retain:

- 20% of the agreed package amount if the cancellation is made more than 8 weeks prior to the Conference.
- 50% of the agreed package amount if the cancellation is made between 8 and 5 weeks prior to the Conference
- 100% of the agreed package amount if the cancellation is made less than 5 weeks prior to the Conference

8. Information for Sponsors

General Conditions

Terms and Conditions will be included in the sponsorship agreement and will be the contractual agreement between the organisers and the exhibiting firm.

Application for Sponsorship

All companies or organizations applying for sponsorship must be referred to WMO for final approval. WMO reserves the right to refuse applications if the aims or activities of the applicant are judged to contradict the purposes and aims of WMO or its neutrality and impartiality.

Application for sponsorship will be considered only if: submitted on the appropriate forms, dully filled in and signed and accompanied by the necessary payment. Applicants will be informed in writing of the acceptance or refusal of their application. In case of refusal all payments shall be fully refunded.



9. Sponsorship Booking Application Form

Please, fill in this form and send it to:

Viajes Iberia Congresos
 Fax: +34 954 21 02 15
 Telephone no.: +34 954 22 40 95
 E-mail: jose.rocha@viajesiberia.com

Company:		VAT Nº.:
Contact person:		
Address:		
City:	P.C.:	
Telephone no.:	Fax:	E-mail:

I would like to book the following Sponsorship Items:

ITEM/RATE	RATE
Gold Sponsor	25.000,00 €
Silver Sponsor	17.000,00 €
Bronze Sponsor	8.000,00 €
Coffee breaks (each)	Company provided (at cost)
Water fountains	5.000,00 €
Cibercafé	10.000,00 €
Pads and pens	Company provided (at cost)
Company Hospitality Suite	5.000,00 €
Speakers Hospitality Suite	10.000,00 €
Travel insurance for delegates (at cost)	at cost
Digital Abstracts Book in USB drive	30.000,00 €

VAT NOT INCLUDED, WILL BE ADDED IN THE INVOICE

<input type="checkbox"/> Please call me to discuss our sponsorship package
<input type="checkbox"/> Please send me a sponsorship contract and payment invoice

Bank Transfer to

Banco Sabadell, Av. Gabriel Alomar y Villalonga 1, 07006 Palma de Mallorca
 Account Number: **0081 5138 61 0001115013**
 BIC/Swift Code: **BSABESBBXXX**
 IBAN/Code: **ES2800815138610001115013**

We kindly request you to send us the bank transfer receipt together with the stand reservation by fax, bank charges are the responsibility of the payee and should be paid at source in addition to the rates.

Credit card: Visa American Express Eurocard/Mastercard Dinners Club

Credit Card Number _____ Expiration Date ____/____

A transaction fee of 5% will be added to the total amount debited to your credit card. I give my authorisation to charge my credit card for the total amount of this form as the way of payment for the services requested therein. If there is any modification in the reservation, I authorise the alteration of the amount charged on the credit card. I accept the terms and conditions of the exhibition.

Name	Signature	Date
------	-----------	------

10. Exhibition

The exhibition is an integral part of WMO Geneva Event 2009, intended to maximize information for, and dialogue between all participants. Excellent exhibition facilities in close proximity to the session halls are available at the CIGG. Coffee breaks and welcome reception will take place within the exhibition to enhance participant's attendance. Poster Displays will be set-up next to the exhibition.

Exhibitions Dates

Setup: August 28, 29 & 30

Conference: August 31- September 04

Dismantling: September 05 & 06

August 2009							September 2009						
Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2		Conference 1	Conference 2	Conference 3	Conference 4	Dismantling 5	Dismantling 6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	Setup	Setup	Setup	28	29	30				
31 Conference													

Exhibition Space Rental

The exhibition will be set up in modules of 6m². The rate per module is 5.000 Euro + VAT (see floor plan below). This rate includes:

- Exhibitors' Manual.
- Tea/coffee for registered exhibitors.
- Exhibitors' badges (2 free per stand).
- 100-word Company/product profile in the official Exhibition Brochure.
- Cleaning of public areas.
- Get-together Reception for registered exhibitors.
- 24 Hours security.

Please note that space rental includes the following: Stand cleaning, shell scheme, electrics, electrical sockets, lighting and furniture. All these services and others will be available to order in the technical manual of the exhibition.



10. Exhibition

Allocation of Exhibition Space

Space allocation will be made on a “first come, first served basis”. A completed application form accompanied by advance payment should be mailed / faxed to ensure reservation of a desired location. Upon receipt of the application form with payment, space will be confirmed and an invoice for the balance due will be mailed. Space allocations will be made in the order in which application forms with payment are received. Advance payment will be refunded if space is fully booked or space offered is not acceptable to exhibitors.

Exhibitor Registration

All exhibitors are required to be registered and will receive a badge displaying the exhibition company name. Two exhibitor badges will be given for the first module booked (6 sqm) and one additional for each module booked. Any additional exhibitors will be charge and exhibitor registration fee of 150 Euro.

Technical/Exhibitor Manual

A technical manual outlining all technical aspects of exhibiting will be circulated before the Conference. It will include the following information:

- Technical details about the Venue
- Final exhibition details and information
- Contractor details
- Services available to exhibitors and order forms

Site Inspections

Exhibitors and sponsors are free to visit the Conference venue at their convenience. Please contact the venue directly to arrange this.

Exhibitor Profile

A 100-word Exhibitor Company /Product profile displayed at the Exhibition will be published in the list of exhibitors in the official exhibition brochure and must be submitted electronically by e-mail to Viajes Iberia Congressos.

Floor Plan

The floor plan in this brochure is correct at the time of printing. Exhibitors are welcome to make suggestions to modify any spaces to their specific requirements. A revised floor plan will be included with the booth confirmation.

11. Exhibition Floor Plan





12. Information for Exhibitors

Application for exhibiting can be made in writing with the enclosed booking enquiry form and sent to:

Mr. José Rocha
Viajes Iberia Congresos
C/ Ronda de Capuchinos, nº 4 bloque. 3 local, 3-4
41003 Sevilla (Spain)
Phone.: +34 954 22 40 95
Fax: +34 954 21 02 15
E-mail: jose.rocha@viajesiberia.com



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100 % payment with signed contract

Payment Methods

Option 1: Payment by bank transfer

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Option 2: Payment by credit card

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Cancellation Policy

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The organizers shall retain:

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- 100% of the agreed package amount if the cancellation is made less than 5 weeks prior to the Conference

12. Information for Exhibitors

General Conditions

Terms and Conditions will be included in the exhibitor agreement and will be the contractual agreement between the organisers and the exhibiting firm.

Application to Participation

All companies or organizations applying for participation in the exhibition must be referred to WMO for final approval. WMO reserves the right to refuse applications if the aims or activities of the applicant are judged to contradict the purposes and aims of WMO or its neutrality and impartiality.

Application to participate will be considered only if: submitted on the appropriate forms, dully filled in and signed and accompanied by the necessary payment.

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.

Obligations and Rights of the Exhibitor

Registration implies full acceptance by the exhibitors of the exhibition regulations. Any infringement of these regulations may lead to immediate withdrawal of the right to participate in the exhibition without compensation or refund of sums already paid.

By submitting an application to participate, the exhibitor makes a final and irrevocable commitment to occupy the space allocated and to maintain his/her installation until the date and time fixed for closure of the exhibition.

The exhibitor 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.

Obligations and Rights of the Organizers

The Organizer undertakes to allocate exhibition space as far as possible on the basis of the preference expressed by applicants. Application will be considered in order of reception 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. The Organizer reserves the right to offer to a different firm any stand or space that has not been occupied by the eve of the opening of the exhibition, with no obligation to provide compensation to the defaulting exhibitor.

Exhibition Regulations

The exhibition Manager, acting under the direction of the Organizing committee, has the final decision as to the acceptability of displays.

Exhibitors are not share with others any space allotted to them without prior written consent by the Exhibition Manager.

13. Exhibition Booking Application Form

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

Please, fill in this form and send it to:

Viajes Iberia Congresos
 Fax: +34 954 21 02 15
 Telephone no.: +34 954 22 40 95
 E-mail: jose.rocha@viajesiberia.com

Company:		VAT N°:
Contact person:		
Address:		
City:	P.C.:	
Telephone no.:	Fax:	E-mail:

I hereby apply to book exhibition floor, the cost per module of 6 sqm is 5.000 Euro + V.A.T.:

Choice	Stand #	# Modules	Rate
1st.			
2nd.			
3rd			

Please send me the invoice for the full payment of the total amount due. We have read the regulations & agree to observe & be bound by them:

Name	Signature	Date
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