

# 44<sup>nd</sup> ADBU Annual Conference

2 • 3 • 4 September 2014

Strasbourg, Palais de la Musique et des Congrès



## EXHIBITOR'S REGISTRATION FORM

(Registration deadline : 15 May 2014)



Andreas Trepte, [www.photo-natur.de](http://www.photo-natur.de) (CC BY-SA 2.5)

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Web site : <http://adbu.fr/strasbourg2014/>

## 🚩 CONFERENCE VENUE

Palais de la Musique et des Congrès  
Place de Bordeaux  
67000 Strasbourg  
Phone : + 33 3 88 37 67 67  
Web site : <http://www.strasbourg-events.com/fr>

## 🚩 CONTACTS

### • Booking, registration, catalogue

Béatrice Pedot  
17 rue Fabre d'Eglantine 75012 Paris  
Phone: +33 1 44 87 04 69 / +33 6 88 39 27 65  
[beatricepedot@wanadoo.fr](mailto:beatricepedot@wanadoo.fr)

### • Sponsoring and Conference organiser

ADBU  
Stéphane Potelle, Adbu's executive director  
[directeur.executif@adbu.fr](mailto:directeur.executif@adbu.fr)  
T. + 33 6 42 87 19 29  
Web site : <http://adbu.fr/>

### • Additional supplies possibilities

*Your contact for additional furniture and audiovisual equipment rental or for catering and cocktail:*

Strasbourg Evénements  
Palais de la Musique et des Congrès  
Service exposants  
Avenue Herrenschmidt  
67082 Strasbourg cedex  
Phone : +33 3 88 37 21 55 or +33 3 88 37 21 77  
Fax : +33 3 88 37 67 68  
[exposants@strasbourg-events.com](mailto:exposants@strasbourg-events.com)

A descriptive form with additional services proposed by the Palais des Congrès will be sent to the exhibitors upon receipt their stand reservation.

### • Hotel booking

A complete list of hotels in Strasbourg with description and availability is online on the website of the Tourist Office : <http://www.otstrasbourg.fr/en/your-stay.html>

Some hotels near the Palais de la musique et des congrès

- Ibis budget Strasbourg Palais des congrès \*\* | [Lien vers le site de l'hôtel](#)
- Kyriad Strasbourg Nord Palais des congrès \*\*\* | [Lien vers le site de l'hôtel](#)
- Mercure Strasbourg Palais des congrès \*\*\*\* | [Lien vers le site de l'hôtel](#)
- Hilton Palais des congrès \*\*\*\* | [Lien vers le site de l'hôtel](#)

It's recommended to make your hotel reservations as soon as possible because the hotels in the city of Strasbourg are usually full.

As an incentive for conference attendees to visit exhibitors' stands, there will be no ADBU-sponsored coffee break during the conference. Should you plan to have a special coffee break at your stand, please mention it in the catalogue information form p.9 so that conference attendees can find the information in the catalogue.

## PRICING AND CONDITIONS

3 options available this year : classic, privilege or premium

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### Pack CLASSIC

2 500 €

- 9m2 equiped stand (booth including walls, 3 light bulbs, floor carpet, sign, 1 basic table and 2 chairs)
- Power outlet (1KW with 2 plugs)
- Wifi : free wifi will be available for exhibitors. This service is dedicated for email checking and to browse on the internet. If you have any special requirements regarding high speed internet, a wired connexion (streaming for example) might be set up by Strasbourg Event (see their offer)
- 1 page in our visitor's guide presenting your company
- Options : 1m2 storage, 250 € TTC
- For any other special needs (furniture, screen...) please see Strasbourg Event's offer

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### Pack PRIVILÈGE

6 000 €

- 18m2 equiped stand (booth including walls, 6 light bulbs, floor carpet, sign, 1 basic table and 2 chairs, 2 stools, one desk, one display for documents, 1m2 storage)
- 2 Power outlets (1KW each with 2 plugs each)
- Wifi : free wifi will be available for exhibitors. This service is dedicated for email checking and to browse on the internet. If you have any special requirements regarding high speed internet, a wired connexion (streaming for example) might be set up by Strasbourg Event (see their offer)
- 1 page in our visitor's guide presenting your company
- For any other special needs (furniture, screen...) please see Strasbourg Event's offer

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### Pack PREMIUM

10 000 €

- 27m2 equiped stand (booth including walls, 9 light bulbs, floor carpet, sign, 1 basic table and 2 chairs, 2 stools, one desk, one display for documents, 1 m2 storage)
- 3 Power outlets (1KW each with 2 plugs each)
- Wifi : free wifi will be available for exhibitors. This service is dedicated for email checking and to browse on the internet. If you have any special requirements regarding high speed internet, a wired connexion (streaming for example) might be set up by Strasbourg Event (see their offer)
- 1 page in our visitor's guide presenting your company
- Your logo on conference's website with a text of 1 500 signs
- For any other special needs (furniture, screen...) please see Strasbourg Event's offer

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#### Price includes:

- space booking
- stand set up and disposal
- stand clean-up
- plugs and general lighting
- lunches for two persons on Tuesday 2<sup>th</sup>, Wednesday 3<sup>th</sup> and Thursday 4<sup>th</sup>.

#### Price does not include:

- insurance
- rental of lockable reserve (*add p. 7*)
- rental additional service or furniture ((a descriptive form will be sent upon stand reservation)
- additional lunches (to mention when booking: 25 € per person from the third person onward) and gala evening fee.

#### The following documents will be available on the adbu website :

- Registration form
- Exhibition venue map

The conference will take place from Tuesday September 2<sup>th</sup> 9am to Thursday September 4<sup>th</sup> 2pm. Lunches on 2, 3 and 4 September will be served at buffets in the exhibition venue.

## USEFUL INFORMATIONS

### A - TIMETABLE

Stand set-up day and time	Monday September 2 <sup>th</sup> 3pm to 6pm
Conference schedule	Tuesday September 2 <sup>th</sup> 9am to 6pm Wednesday September 3 <sup>th</sup> 9am to 6pm Thursday September 4 <sup>th</sup> 9am to 2pm
Stand disposal day and time	Thursday September 4 <sup>th</sup> 9am to 2pm

### B - DELIVERIES BY TRANSPORTER

Parcels can be delivered at the Palais des Congrès from Wednesday August 27<sup>th</sup>, between 9am-12am and 2pm-6pm.

Contact : [bsaulnier@strasbourg-events.com](mailto:bsaulnier@strasbourg-events.com)

Packages must mention :

- the adress from the Palais des congrès
- the name and the date of the conference
- the name and the number of the stand
- the name of the contact on the stand

Strasbourg Evénements  
Palais de la Musique et des congrès  
Avenue Herrenschmidt  
F - 67082 STRASBOURG cedex  
Congrès ADBU - 2-3-4 septembre  
Name and number of the stand :  
Contact on the stand :

TAKE OUT OF PARCELS BY TRANSPORTER imperative Thursday September 4<sup>th</sup> (2pm-5pm) or Wednesday September 5<sup>th</sup> (9am-12am / 2pm-5pm)

Without these informations, the Palais des Congrès reserves the right to refuse delivery and storage.

It is your responsibility to verify the receipt of your package with your transporter.

The Palais des Congrès also reserves the right to remove and transport to dump every object left by exhibitors after the event.

## ACCESS MAP



### By plane

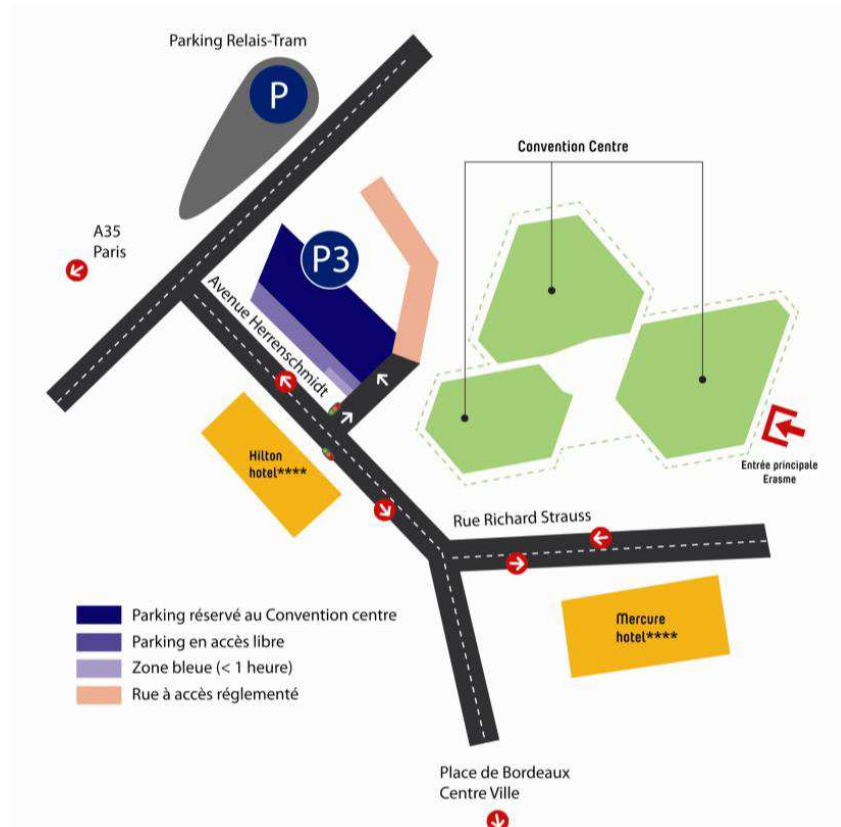
Shuttle train stops at the airport up to 4 per hour, allowing you to be in Strasbourg SNCF railway station in 9 minutes. Near the railway station, take the tram, line B.

### By train

SNCF railway station is at 15mn by tram from the Palais des Congrès.


### By tram

Line B, towards HOENHEIM, Steep down at « Lycée Kléber » or « Wacken »



## Accès Cours Technique

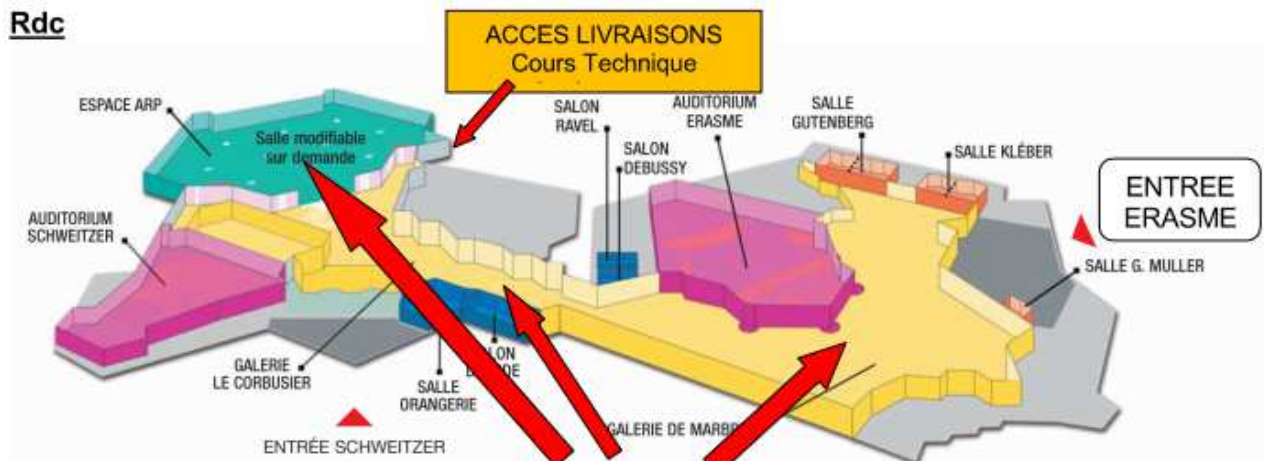
Quai de déchargement / chargement - Informations dimensions et poids

 <p>Poids Maximal dans le bâtiment: 500 Kg/ m<sup>2</sup></p>	 <p>larg: 2,90 M Long: 6 M poids : 5 T</p>	 <p>Accès 1<sup>er</sup> étage par Monte charge Larg: 2,4 M Haut: 2,380 M Prof: 5,250 M poids : 5 T</p>
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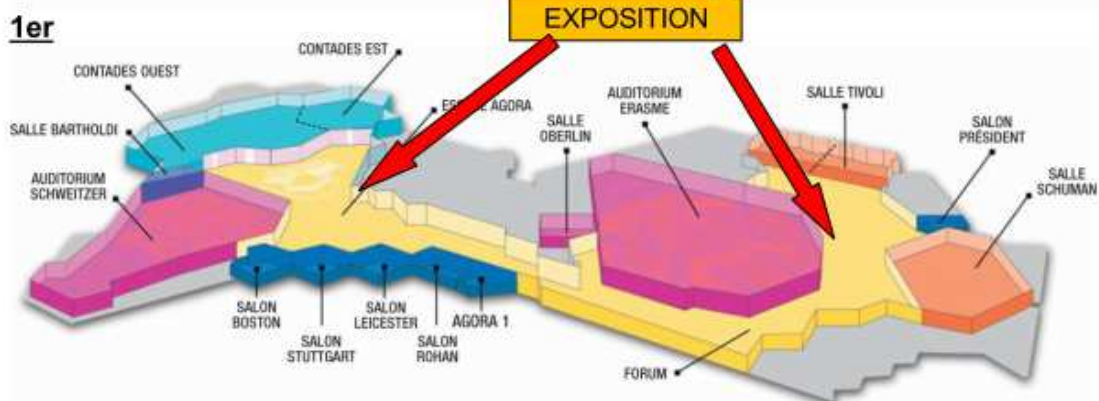
## Plan d'accès à l'espace d'Exposition

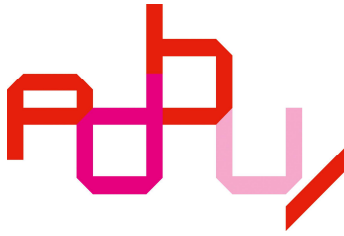
Rdc: Espace ARP / Galerie Corbusier , Galerie de Marbre ou 1<sup>er</sup> étage : Forum / Agora

### Rdc



### 1er





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## STAND BOOKING FORM

(Please return no later than May 15th 2014)

Company :

Address :

Phone number :

Email :

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**Booking of a stand PACK CLASSIC**

9 sq.m - Booking before May 15th Price: €2 500

9 sq.m - Booking between May 16th and June 15th Price: € 2 800

Optional :

Lockable reserve (1sq.m) Price: € 250

Total due (VAT-exempted association) :

Each stand comes with a rectangular table and 2 chairs. If you don't want this furniture, please check the mark below.

Does not wish to use the standard furniture

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**Booking of a stand PACK PRIVILÈGE**

18 m<sup>2</sup> - Booking before May 15th Price: € 6 000

18 m<sup>2</sup> - Booking between May 16th and June 15th Price: € 6 300

Total due (VAT-exempted association) :

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**Booking of a stand PACK PREMIUM**

27 m<sup>2</sup> - Booking before May 15th Price : € 10 000

Total due (VAT-exempted association) :

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Payment by check (order ADBU) with the stand booking form (A validated invoice will be send to you when your payment is received)

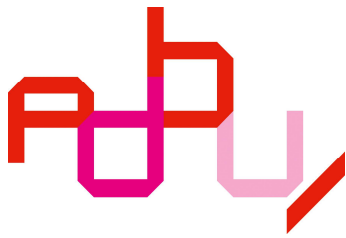
Payment by bank transfer (A validated invoice will be send to you when your booking is received)

In . . . . . , on the . . . . .

**Signature and stamp :**

This booking form is to be sent before May 15<sup>th</sup> 2014 (registration closure date) to:

Béatrice Pedot  
17 rue Fabre d'Églantine  
75012 PARIS  
Phone: +33 1 44 87 04 69 / +33 6 88 39 27 65  
Email: [beatricepedot@wanadoo.fr](mailto:beatricepedot@wanadoo.fr)



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## EXHIBITOR'S REGISTRATION FORM

Company . . . . .

Number of persons on the stand . . . . .

Name(s). . . . .

. . . . .

. . . . .

Contact email :

Please return no later than May 15th

### ✕ Lunches (included in the stand booking, up to two persons)

*Please indicate the number of persons for whom lunch is included in the stand booking (1 or 2) on the first line and indicate additional meals on the second line.*

**Tuesday 2 September** . . . person(s)  
Additional meal (€ 25 / person) . . . person(s) = € . . .

**Wednesday 3 September** . . . person(s)  
Additional meal (€ 25 / person) . . . person(s) = € . . .

**Thursday 4 September** . . . person(s)  
Additional meal (€ 25 / person) . . . person(s) = € . . .

### ✕ Gala evening (Pavillon Joséphine, Parc de l'Orangerie, Strasbourg)

**Wednesday 3 september, 8 pm** □ € 50 X . . . persons) = € . . . .  
**€ 50 / person**

**Total due = €**

Payment by check (order ADBU) with the stand booking form (A validated invoice will be send to you when your payment is received)

Payment by bank transfer (A validated invoice will be send to you when your booking is received)

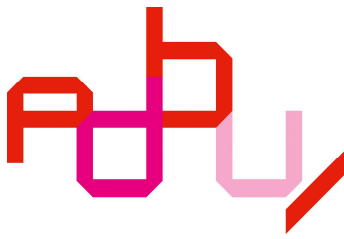
In . . . . ., on the . . . . .

**Signature and stamp :**

This booking form is to be sent before May 15<sup>th</sup> 2014 (registration closure date) to:

**Béatrice Pedot**  
17 rue Fabre d'Églantine  
75012 PARIS  
Phone: +33 1 44 87 04 69 / +33 6 88 39 27 65  
Email: [beatricepedot@wanadoo.fr](mailto:beatricepedot@wanadoo.fr)





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## CATALOGUE REGISTRATION

Please return no later than May 15th

Company name:

Boot commercial sign text (maximum of 18 signs, including spaces), in capitals :

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Stand # (filled by the conference organiser) :

Address:

Phone:

Fax:

Email:

Website:

Name, position of the contact(s) to mention in the programme (2 contacts maximum):

Company presentation (1000 sign text, including spaces) :  
(please send as a separate Word document, preferably in French language)

Scheduled stand events (coffee break, aperitif, games, contests, prize ceremonies etc.)

### Tuesday 2 September

Scheduled event (please indicate) :

Morning welcome  Morning break  Lunch  Afternoon break

### Wednesday 3 September

Scheduled event (please indicate) :

Morning welcome  Morning break  Lunch  Afternoon break

### Thursday 4 September

Scheduled event (please indicate) :

Morning welcome  Morning break  Lunch  Afternoon break

This form is to be sent before June 15<sup>th</sup> 2014 (registration closure date) to:

Béatrice Pedot  
17 rue Fabre d'Églantine  
75012 PARIS  
Phone: 01 44 87 04 69 / 06 88 39 27 65  
Email: beatricepedot@wanadoo.fr

## PARTNERSHIPS AND SPONSORING

Several opportunities regarding partnerships are available on ADBU 2014 conference

### **SPONSORING THE GALA EVENING**

- **Cocktail 2500 € TTC**

Your logo on cartels displayed on each food point at the gala and on the invitation card with mention of your sponsorship

- **Musical happening 1500 €TTC**

Your logo on the invitation to the evening with mention of your sponsorship

### **LECTURE ON THE « AGORA » 1500 TTC (6 slots availab)**

Under the supervision of the ADBU you have the opportunity to offer a small lecture on our Agora space during the conference. One customer feedback or a new service you wish to let the public know ? Please use this opportunity

### **SPONSORING VISITOR'S GUIDE 2500 € TTC**

Your logo and an advertisement of your company on the 4th cover

### **SPONSORING OUR GOODIES (CONFERENCE BAG) 2500 TTC**

Your logo on the briefcase of the event and your company brochure inside

### **ANYTHING REGARDING SPONSORING - PLEASE CONTACT**

Stéphane Potelle

Executive Director - ADBU

mail: [directeur.executif@adbu.fr](mailto:directeur.executif@adbu.fr)

Mob: (33) 6 42 87 19 29