AEGPL MONACO
CONGRESS
May 31st - June 1st 2018
GRIMALDI FORUM, MONACO

EXHIBITION,
SPONSORSHIP
& ADVERTISING
BROCHURE

WWW.AEGPL2018.COM
#AEGPL2018
2018 AEGPL CONGRESS CONFERENCE AND EXHIBITION

THE AEGPL CONGRESS IS THE EVENT OF THE YEAR FOR THE EUROPEAN LPG INDUSTRY.

The AEGPL Congress brings together European and Global LPG leaders, buyers and suppliers to Europe’s biggest LPG conference and exhibition to discuss the latest opportunities and challenges facing the sector, to network and do business. The 2018 edition of the AEGPL Congress will take place in Monte Carlo, Monaco.

Come and join us in Monaco for annual LPG Congress that professionals cannot afford to miss!

MONACO

Visiting the Principality of Monaco is always an experience: be it for its historical heritage, its surprising architecture, or for its astonishing views of the Mediterranean Sea. Monaco beyond clichés is a sovereign state, with a diversified economic structure and high-quality industry. It may be the second smallest state in the world but with a population of 32,000 comprising 125 nationalities living in its 2.2 square kilometer territory, Monaco is one of the most cosmopolitan places in Europe. The Principality of Monaco has also been a member of UNESCO since 1949, and an internationally recognised leader in the protection of the environment and the promotion of sustainable solutions. At the heart of Europe, Monaco will constantly surprise and delight you!

THE VENUE: GRIMALDI FORUM

This emblematic building is faithful to its dual mission (convention centre and cultural centre) and has been a hotspot for events for the past 15 years, contributing to the international visibility of the Principality. The venue is centrally located in Monte Carlo, easily accessible, and only 20 kms away from the Nice International Airport – less than two hours flight from major European capitals.

GRIMALDI FORUM
10 Av. Princesse Grace 98000 Monaco

www.grimaldiforum.com
AN ANNIVERSARY EDITION

2018 will mark the 50th anniversary of the European LPG Association, founded in 1968.

The 50th Anniversary edition of the annual AEGPL Congress will bring together the major European LPG actors, creating the opportunity to exchange, share and create new relations. You will find a welcoming environment where you can easily talk with the LPG community during coffee or lunch breaks which will be served within the exhibition. The Cocktail Reception will be an ideal moment to introduce your company to the industry.

THE ORGANISERS:

AEGPL is the sole representative of the LPG industry at European level, representing national LPG associations as well as distributors and equipment manufacturers from across Europe. Our mission is to engage with EU decision-makers and the wider policy community in order to optimise the contribution that LPG - as a clean and immediately available energy source - can make to meeting Europe's energy and environmental challenges. We work in highlighting the benefits of LPG to European decision makers, and in offering our members accurate and timely intelligence on regulatory and political developments taking place in Europe, that may affect the LPG industry. Based in Brussels, the European LPG Association’s membership reflects the diverse and vibrant LPG market in Europe, accounting for 50 members by the end of 2016.

HISTORY:

What a landmark! In 2018, the European LPG Association will celebrate its 50th anniversary. Half a century of history representing the European LPG industry, defending its interests next to decision makers – we have gone quite a long way!

The European LPG Association was created in 1968, under the Presidency of Mr Paul Lambert, after two years of negotiations. The following national associations were represented: German, Dutch, Belgian, Italian, French and British. In fact, the Association started by being only a grouping of national associations, only later opening up its membership to companies.

The first European LPG Congress was held in Paris in 1971, celebrating the birth of a paneuropean organisation representing the LPG sector. While initially based in Paris, the AEGPL moved to its current location in Brussels in 2005. From discussions only over technical matters in the beginning, to active lobbying and communication campaigns at the European level, the AEGPL has grown beyond the expectations of its founders!

1968 DID YOU KNOW?

- Richard Nixon wins the 1968 presidential elections in the USA
- The 1968 Olympics take place in Mexico
- The film “2001: A Space Odyssey” premieres in the USA in 1968
- “Hey Jude” by the Beatles is the hit single of 1968
WHY SHOULD YOU EXHIBIT?

1. MEET YOUR AUDIENCE
   This event offers your company the opportunity to meet over 1,500 international LPG professionals and stand out.

2. IMPROVE CUSTOMER RELATIONSHIPS
   The opportunity to meet with your customers in the place, spend some quality time and conclude business deals.

3. LEVERAGE ONSITE OPPORTUNITIES
   It’s always easier to sell your products, material or services when they are right in front of your customers.

4. ENHANCE NETWORK
   A great place to meet new customers, providers, business partners and many more.

5. GET THE LATEST NEWS ON THE LPG MARKET
   Knowing the business trends will help you define the best future strategy.

6. KEEP UP WITH YOUR COMPETITORS
   Identify the latest offerings and marketing strategies of your competitors.

7. EXTENSIVE MEDIA & SOCIAL MEDIA COVERAGE
   The event attracts many industry and international media partners: take advantage of this opportunity and gain visibility.
LPG SECTORS REPRESENTED:
- Engineering
- Safety equipment
- Equipment for production, transportation, storage and distribution
- Equipment for automotive fuel
- Equipment and facilities for industrial and domestic use of LPG

THE EUROPEAN LPG MARKET

Over 37 million tonnes of LPG consumed in 2015
14.7 million vehicles powered by Autogas on European roads
Autogas is the most popular alternative fuel in Europe
Over 7 million homes in Europe use LPG for heating

2017 AEGPL CONGRESS IN FIGURES
FACTS & FIGURES

900 square meters of exhibition
85 exhibiting companies
26 media partners
33 speakers
73 represented countries
13 sponsors
1,200 high value attendees
PROMOTION HIGHLIGHTS

THE PROMOTION CAMPAIGN FOR THE 2018 AEGPL CONGRESS WILL USE DIFFERENT PLATFORMS AND WILL INCLUDE:

1. FIRST ANNOUNCEMENT
2. CONFERENCE BROCHURE
3. FINAL PROGRAMME
4. EXHIBITION DIRECTORY

PROMOTION AT OTHER INDUSTRY EVENTS

WEBSITE
DIRECT MARKETING
MOBILE APP
SOCIAL MEDIA
EVENT NEWSLETTER

MEDIA PARTNERSHIPS

INDUSTRY AND MEDIA PARTNERS ARE ENCOURAGED TO ACTIVELY TAKE PART IN THE PROMOTION OF THE EVENT.

The organising secretariat can supply electronic files of the First Announcement, Conference Brochure, posters, banners and logos to support your own promotion activities.
SET-UP & DELIVERIES:
Tuesday, 29th May 2018 from 2:00pm to 6:00pm (for Space only booths)
Wednesday, 30th May 2018 from 8:00am to 6:00pm (for Space only and Shell Scheme booths)

EXHIBITION OPENING HOURS:
Thursday, 31st May 2018 from 9:00am to 5:30pm
Friday, 1st June 2018 from 9:00am to 5:30pm

CONFERENCE DATES:
Thursday, 31st May 2018
Friday, 1st June 2018

SOCIAL EVENTS:
MEMBERS DINNER:
Wednesday, 30th May 2018 from 7:30pm to 10:30pm

COCKTAIL RECEPTION IN THE EXHIBITION:
Thursday, 31st May 2018 from 4:30pm to 6:00 pm

GALA DINNER:
Thursday, 31st May 2018 from 7:30pm to 11:00pm

DISMANTLING MOVE-OUT:
Friday, 1st June 2018 from 5:30pm to 10:00pm
LEGEND:

- Booths of 6 sqm (3m x 2m)
- Booths of 9 sqm (3m x 3m)
- Innovation hub counters (3 sqm)

*Subject to changes
**BOOTH RATES AND SIZES**

**(VAT EXCLUDED)**

<table>
<thead>
<tr>
<th>BOOTHS</th>
<th>6 SQM*</th>
<th>9 SQM*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Space Only</td>
<td>3,200 €</td>
<td>4,450 €</td>
</tr>
<tr>
<td>Shell Scheme</td>
<td>4,250 €</td>
<td>6,000 €</td>
</tr>
</tbody>
</table>

*6 sqm: 3m x 2m ** 9 sqm: 3m x 3m*

Reservations are taken on a first-come-first-served basis and serve as a binding contract subject to cancellation policies. It is important to note three choices to facilitate placement of your company.

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**AEGPL MEMBERS HAVE PRIORITY AND EXCLUSIVE ACCESS TO THE FLOOR PLAN AND SALES SERVICES FOR TWO WEEKS PRIOR TO OPENING OF SALES (UNTIL 21ST JUNE 2017 TO MAKE THEIR BOOTH RESERVATIONS). SALES WILL OPEN TO ALL EXHIBITORS DURING THE 2017 AEGPL CONGRESS.**

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**VALUE ADDED TAX (VAT):** According to the European Tax Legislation, organisers of international exhibitions and service companies have to invoice all services with 20% French Value Added Tax (as per June 2017).

Foreign companies (EU or non-EU) are, under certain conditions, entitled to a refund of VAT paid. Please contact the Organising Secretariat at exhibition@aegpl2018.com for more details.

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**VEHICLE SPACE AVAILABLE UPON REQUEST EXHIBITION@AEGPL2018.COM**

**IF YOU HAVE RESERVED A BOOTH YOU CAN BENEFIT FROM A 10% DISCOUNT TO EXHIBIT A VEHICLE.**

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**BOOTH SPECIFICATIONS**

Exhibitors can rent either a SPACE ONLY or a SHELL SCHEME booth.

**SPACE ONLY:**

Nothing will be provided but the exact floor measurements of the booth.

**SHELL SCHEME:**

Booth package consists of a modular construction with:
- Booth structure (Height 2.50 metres)
- One booth sign
- Spot lights
- Two stools and one counter
- One waste paper bin
- Carpet (colour will be confirmed in the technical manual)
- Standard electricity power supply

**BUILDING HEIGHT:**

The maximum building height is 2.50 metres.

Congress with special conditions.
EXCEPTIONAL ENERGY STAGE

The Exceptional Energy Stage provides you with the chance to show to delegates, exhibitors and visitors your new projects, technologies, products and services, and more. The Exceptional Energy Stage is situated in the middle of the exhibition, allowing for maximum exposure of your presentation. Presentations are planned on Thursday, 31st May and Friday, 1st June 2018 during 20 minutes time slots.

There are only a limited number of slots available so be sure not to miss your chance and register now for this opportunity. For more information contact Camille Pieron at cpieron@wlpga.org.

NEW: THE INNOVATION HUB

This is an opportunity for newcomers or local companies to be a part of the AEGPL Congress with special conditions. The innovation hub will be located, in the heart of the exhibition surrounding the Exceptional Energy Stage. This area will be made of 10 counters of 3 sqm.

THIS OFFER INCLUDES:
- 3 sqm, counter, high stool, document holder, bin, signage
- Access to the Exceptional Energy Stage for a 10-minute presentation (outside of Exceptional Energy Stage Schedule)

PRICE: 2,500€ + VAT

THIS AREA WILL BE RESERVED TO:
- Companies created less than five years ago (from the date of the Congress) developing new innovative products and services.
- Local or international companies that have never exhibited at the AEGPL Congress or haven’t done so in the past five congresses.

Please note that sister companies and subsidiaries will not be eligible if the main company is already part of the Congress.

ALL REQUESTS WILL BE SUBMITTED TO THE ORGANSERS FOR APPROVAL.
YOUR BENEFITS & SERVICES

BENEFITS INCLUDED IN YOUR BOOTH PACKAGE:

- Free lunches and coffee breaks served in the exhibition
- Cocktail Reception attendance access
- Publication of company profile and details in the Exhibition Directory
- Exhibition e-invitation (PDF)
- Banners and logo of the event to use in your company emails and on your website
- Access to an online dedicated exhibitors’ space

The Organisers will promote the 2018 AEGPL Congress and the exhibition at different industry events all over the world, via media partnership agreements and via a social media campaign.

The exhibitors’ list will be communicated in the Conference Brochure, Final Programme, and Exhibition Directory and will also be available on the event website and the Congress mobile app.

DEDICATED EXHIBITORS’S SPACE ONLINE

A dedicated exhibitors’ space will be available online and will offer each exhibitor services and promotional tools to facilitate their participation.

LOGISTICAL TOOLS

The Exhibitor Manual will be available online and will guide you in preparing your booth for the event. It contains useful information regarding exhibition rules, safety regulations, set up, booth description, specification documents and maps, along with order forms and prices for all necessary services (furniture, decoration, electricity, transport, storage, catering, cleaning, security, accommodation etc.).

Your company will be able to submit the information regarding your exhibitors’ badges online.

You will also be able to submit your contact details and profile online for the exhibition directory listing.

PROMOTIONAL TOOLS

Advertising and Sponsorship opportunities increase company visibility and draw attendees to your booth.

The logo and banner of the event will be downloadable from the website. Use it in your communications to emphasise your participation at the event.

You will also be able to download invitations for your guests. Send them to all your suppliers, prospects and clients to welcome them to your booth.

The Conference Brochure and the Exhibition Directory will be available online. You will be able to send them to your contacts to promote your participation.

IDENTIFY VISITORS AT YOUR BOOTH IN AN EASY WAY

Every participant will be given an electronic badge and exhibitors can rent badge scanners to collect visitor data.

Collect full contact details contained in the electronic badges of the participants who visit your booth and retrieve all the information collected directly on your computer.

WHAT IS THE ADDED VALUE FOR YOU?

- More efficient follow-up with your contacts
- Better market evaluation
- No more wasted time for your sales team to collect information during the 2018 AEGPL Congress
FOR AEGPL MEMBER COMPANIES ONLY:

A two weeks priority reservation opportunity (until June 21st 2017) before booth sales open to non-members.

A discount of 20% on the total exhibition rental fee only applicable to AEGPL members. Please note that sister companies, subsidiaries or non-member companies sharing a booth with a member are not entitled to benefit from the discount.

Indication of membership on the booth in the exhibition.

Complimentary ad-hoc meeting room available. Please note that the use of this meeting room is limited to one hour per day per member company (contact the Organising Secretariat for booking at exhibition@aegpl2018.com).

To become a member of the AEGPL and benefit from these exclusive benefits please contact Samuel Maubanc: Samuel.maubanc@aegpl.be

SERVICES INCLUDED IN YOUR BOOTH PACKAGE:

Information and coordination services during the set-up, exhibition period and dismantling of booths.

Caretaking of public areas (individual booth cleaning not included).

Surveillance of the exhibition premises (booths are not covered individually).

YOUR BOOTH IS JUST THE BEGINNING

THE EVENT OFFERS A WIDE VARIETY OF MARKETING OPPORTUNITIES DESIGNED TO HELP YOU CONNECT WITH INTERNATIONAL LPG EXPERTS

BENEFIT ALSO FROM THE POSSIBILITY TO:

- Get information about possible branding opportunities exhibition@aegpl2018.com
- Register to conference sessions at a reduced fee
- Book your hospitality suite at a special price
- Reserve a slot at the Exceptional Energy Stage
- Buy an advertisement in the Exhibition Directory at a discounted rate

ADVERTISING

Advertising allows you to detail your company products and services and draw traffic to your trade show floor booth. Our Exhibition Directory is used to guide attendees through the trade show floor and often kept afterward as a directory of contacts and vendors.

<table>
<thead>
<tr>
<th>POSITION (PORTRAIT STYLE/A5 FORMAT)</th>
<th>Size in inches</th>
<th>Size in cm</th>
<th>Price</th>
<th>Price with 5% Sponsor Exhibitor Discount*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Half Page (horizontal only)</td>
<td>4.13 x 5.90</td>
<td>10.5 x 15</td>
<td>500 €</td>
<td>475 €</td>
</tr>
<tr>
<td>Full Page</td>
<td>8.27 x 5.90</td>
<td>21 x 15</td>
<td>1,000 €</td>
<td>950 €</td>
</tr>
<tr>
<td>Double spread page</td>
<td>2 x (8.27 x 5.90)</td>
<td>2 x (21 x 15)</td>
<td>1,700 €</td>
<td>1,615 €</td>
</tr>
<tr>
<td>Inside front cover or back cover</td>
<td>8.27 x 5.90</td>
<td>21 x 15</td>
<td>1,500 €</td>
<td>1,425 €</td>
</tr>
<tr>
<td>Outside back cover</td>
<td>8.27 x 5.90</td>
<td>21 x 15</td>
<td>2,500 €</td>
<td>2,375 €</td>
</tr>
<tr>
<td>For exhibitors only**</td>
<td>N/A</td>
<td>N/A</td>
<td>150 €</td>
<td>N/A</td>
</tr>
</tbody>
</table>

* This discount is ONLY for sponsors/exhibitors of the AEGPL Congress.
** This benefit is free to AEGPL Members

Prices are VAT excluded.
SPONSORING OPPORTUNITIES

SPONSORSHIP PACKAGES

The 2018 AEGPL Congress offers an unrivalled opportunity for visibility in the LPG sector. Bringing together more than 1,500 key industry stakeholders from across Europe and beyond, sponsoring the 2018 AEGPL Congress can help you strengthen your company’s image, gain media attention from the various media outlets that cover the event, as well as enjoying the benefits listed below.

PLATINUM SPONSORING 30,000€*

- 6 sqm Space Only booth  
  - 4 Complimentary Congress registrations  
  - Company literature at social events  
  - Logo on the stage of the main auditorium  
  - Logo on banner at all social events  
  - Placement of give-away in delegate bags (give-away should be agreed in advance with the organisers)  
  - Speaking opportunities at social events (limited and will be offered to companies in order of their confirmation of Platinum Sponsorship)  
  - Logo on menu cards at the exclusive AEGPL Members’ Dinner and Congress Gala Dinner  
  - All benefits noted in BRONZE

THE CHOICE FROM ONE OF THE FOLLOWING OPTIONS:

- Interviews on event website  
- Corporate video on coffee breaks  
- Red carpet wall for pictures (at social events)  
- Arrows in the exhibition hall guiding visitors to your booth  
- Logo on e-confirmation sent to all registered attendees

GOLD SPONSORING 20,000€*

- 6 sqm Space Only booth  
  - 3 Complimentary Congress registrations  
  - All benefits noted in BRONZE

THE CHOICE FROM ONE OF THE FOLLOWING OPTIONS:

- Exclusivity sponsorship of the mobile Application  
- Lunches in the exhibition (1 of 2)  
- General exhibition floor plan  
- Logo on delegate bags  
- Badge lanyards

SILVER SPONSORING 8,000€*

Logo and company link on the AEGPL 2018 Congress Website  
- All benefits noted in BRONZE

THE CHOICE FROM ONE OF THE FOLLOWING OPTIONS:

- Registration area  
- Interpretation headphones  
- Water stations  
- Choice of coffee breaks (1 of 3)  
- Event photographer  
- Logo on wifi connection page

BRONZE SPONSORING 2,000€*

- Logo and company link on the AEGPL 2018 Congress Website  
- Logo in Conference brochure, Exhibition Directory, Final programme  
- Sponsor brochure table in the exhibition

*Prices are VAT excluded.
EXHIBITION RULES & REGULATIONS

MCI France has been entrusted by the World LPG Communication SARL (VAT N°90421213893, headquartered at 182, Avenue Charles de Gaulle – 92200 Neuilly-sur-Seine, France) with general logistics and organisation of the AEGPL 2018 Congress here below referred to as “the event”, to be held from 31st May to 1st June 2018 in the Grimaldi Forum of Monaco. MCI France may also be referred to as “The organiser” here below.

The person or company buying an exhibition space (booth or Exceptional Energy Stage), an advertisement or becoming a sponsor to the event may also be referred to as “the company”.

Both the organiser and the company may also be referred to as “the parties”.

APPLICATIONS

In order to be valid, booth, sponsorship, Exceptional Energy Stage and advertising reservation(s) are to be carried out on the original reservation form here enclosed and sent to MCI France by post to MCI France – 25, rue Anatole France – 92300 Levallois-Perret France, by email to exhibition@aegpl2018.com or by Fax to +33 (0) 1 53 85 82 83.

In the absence of specific written contract between the parties, the signature of the booth, sponsorship, Exceptional Energy Stage, innovation hub counter, advertising reservation form(s) constitute a firm hire commitment and compel the subscriber to accept both the general conditions and the exhibition rules and regulations as well as all the specific conditions related to the event if applicable.

An invoice due upon receipt will be issued once the completed reservation form is received by the organiser. In order to guarantee the reservation, a 50% deposit is due upon receipt of the invoice.

No verbal agreement will commit the organiser unless confirmed in writing. The total subscription fee is to be settled by 29th January 2018 at the latest. Non-payment by this stated deadline will lead to the cancellation of the right to use the booth or space, and without reimbursement of the sums paid.

Booth, sponsorship, Exceptional Energy Stage, innovation hub counter and advertising reservations will be taken on a first-come-first-served basis unless specific event conditions state it differently and are subject to full payment. No change will be possible without the organiser’s written agreement. All payment must be received by the organiser prior to the event as per the general or specific event conditions. No sponsor/exhibitor will be allowed to participate in the event nor be listed as a sponsor/exhibitor in the event publications until full payment is received by the organiser.

As for the exhibition, the floor plan presented in this document is a non-contractual one. It is subject to acceptance by the Local Public Authorities and its official Fire & Safety Regulation Services. In addition, the organiser reserves the right to change if deemed advisable, the location, importance and layout of the surfaces requested by the exhibitor.

ACCEPTANCE OF APPLICATIONS

The organiser reserves the right to refuse applications from companies not meeting standard requirements or expectations and reserve the right to curtail or close stands, wholly or in part, that reflects unfavorably on the character and the purpose of the event.

PAYMENT

The organiser (MCI France) is the sole competent and authorised company to receive payments for this event. Payments must be made in Euros (€):

By bank transfer to the order of AEGPL 2018/MCI:
Agency: CREDIT LYONNAIS - Direction Entreprise – 19 Boulevard des Italiens – 75002 Paris – France Bank code: 30002 – Sort Code: 05666 – Account number: 000 006 04905 – KEY: 87 IBAN: FR05 3000 2056 6600 0006 0490 S87 - SWIFT: CRLYFRRPPXX (For any bank transfers you must indicate the reason for the payment on the transfer form, eg sponsorship, booth payment, advertising etc.)

We also accept the following credit cards: VISA, MASTERCARD, EUROCARD and AMERICAN EXPRESS.

CANCELLATION CONDITIONS

(APPLICABLE TO EXHIBITION, SPONSORSHIP, EXCEPTIONAL ENERGY STAGE, INNOVATION HUB AND ADVERTISING)

All cancellations must be made in writing to MCI France. The organiser shall retain:
- 25% of the agreed amount due if the cancellation is made before 23rd October 2017
- 50% of the agreed amount due if the cancellation is made between 23rd October 2017 and 29th January 2018
- 100% of the agreed amount due if the cancellation is made after 29th January 2018.

After exhibition space, Exceptional Energy Stage, sponsorship, innovation hub or advertising have been confirmed by the organiser, a reduction or any other kind of change, is considered as a cancellation and will be governed by the above cancellation policy. As for the exhibition, a reduction in space can result in relocation of the exhibit space at the discretion of the organiser.

LOCAL AND SITE REGULATIONS

Companies shall abide by the local and site regulations with respect to law and order, safety and security. The organiser will take appropriate action against those who do not comply with these regulations. The organiser have the authority to demand removal/change of any tools/documents/structures which are not in accordance with the event rules or even cancel the participation of the company. The decision of the organiser will be final and binding.

ENTRY TO THE EXHIBITION

Access to the exhibition will only be possible to conference participants, exhibitors and visitors. To attend any event sessions, all participants will need to register as delegates and pay the appropriate registration fee.

SHARING OF BOOTHS

Exhibitors are not permitted to share with others any booth space allotted to them without prior written consent of the organiser.

USE OF RENTED SPACE AND BUILDING RULES

The use and branding of exhibit space may not exceed the rented surface. The height limitation as communicated in the exhibition Technical Manual must be respected both for physical and visual devices (e.g. lasers, gobos, etc.).
INSURANCE
The company renounces to take recourse against the organiser or against the owners of the premises and undertakes to underwrite insurance policies covering all the risks incurred by the material exhibited (theft, damage, etc...) along with public liability covering the permanent or occasional staff employed by the company, present at the event. None of the organiser’s Insurance will cover the company’s activities during the event.

FAILURE TO OCCUPY SPACE
Exhibitors not occupying booth space by 31st May 2018 will forfeit their booth space without refund. The space may be resold or used by the organiser.

FORCE MAJEURE
In the case of Force Majeure, the event dates may be changed or the latter may be purely and simply cancelled. The organiser cannot be held liable for any hindrance or disruption of event proceedings arising from political, social, health or economic events or any other unforeseen incidents beyond their control. The event cancellation conditions shall apply in any case. These conditions apply to registration fees as well as exhibition, sponsorship, innovation hub and advertising sales. The organisers strongly recommend that exhibiting companies obtain adequate cover for cancellation travel, health, accident and cancellation insurance before they depart from their countries. The organiser will accept no liability for personal injuries sustained by or for loss or damage to property belonging to exhibiting companies and their representatives either during or as a result of the event.

SECURITY
Likewise, and especially in case of risk of harm to any person’s security (and independently from any case of force majeure), the event organisers reserve the right to change the event location and, if necessary, to relocate the event to another country or region than the one initially planned. The event cancellation conditions stated above shall apply; the organiser strongly recommend that companies subscribe adequate covers and adequate cancellation insurance. In the event of litigation, jurisdiction falls under the Paris Law Courts alone.

INTERPRETATION OF THE REGULATIONS AND AMENDMENTS
The organiser is the sole competent authority as to problems arising from the interpretation of these rules and regulations and their enforcement. Any expenses resulting from the non-observance of these rules and regulations will be chargeable to the company. MCI France reserves the right to change or to complete these rules regulations without prior notice but the company will be informed.

REFUND OF VAT
VALUE ADDED TAX (VAT): 20% Monaco Value Added Tax (as per June 2017) may be applied under certain conditions. Please contact the Organising Secretariat at exhibition@aepl2018.com for more details.

THIRD PARTY COMPANIES
The organiser will communicate exclusively with clearly identified third party companies officially mandated by the company (participating exhibitors and sponsors). Queries received from third party companies (i.e communication and press agencies) which do not clearly indicate which company they are representing will not be answered. It is the responsibility of the company to inform the organiser of the full contact details of the third party companies they are working with.

PRESS CONFERENCES
Press conferences organised by the company or its duly authorised representatives may only take place after authorisation of the organiser. The organiser must be notified of any planned press conferences and all journalists must be officially registered to attend the event.

PROMOTION ONSITE
Promotion onsite (at the event) must be limited to the confines of the exhibit space, and/or to the meeting rooms rented by the sponsor/exhibitor. It is completely forbidden to distribute any documents/gifts or any other type of goods in the common areas of the event to promote your company. The organisers reserve the right to close their booth if the company is also exhibiting at the event.

Companies holding any type of event outside the conference centre without authorisation will see their participation automatically cancelled without any reimbursement.

VISA AND DOCUMENTATION REQUIRED TO TRAVEL TO MONACO
Entry and visa information is available at:

It is recommended that you plan your travel in advance and that you apply for your visa early, should you need one. The organisers are NOT responsible for arranging visas. However, should you need an official invitation letter for visa application purposes, you may contact the Organising Secretariat who will be able to provide this info@aepl2018.com. No exhibition and registration fee refunds will be issued for cancellation or non-attendance due to failure to obtain a visa.
ORGANISING
SECRETARIAT

2018 AEGPL CONGRESS
Organising Secretariat c/o MCI France
25, rue Anatole France
CS 70139
92532 Levallois-Perret Cedex
Tel: +33 (0) 1 53 85 82 74
Fax: +33 (0) 1 53 85 82 83

♦ FOR EXHIBITION, SPONSORSHIP AND ADVERTISING SALES:
Contact: Mr. Stéphane Laurens
exhibition@aegpl2018.com

♦ FOR EXHIBITION LOGISTICS & INVOICING:
Contact: Mr. Charles-Edgar Tallut & Mrs Laure Bulteel
exhibition@aegpl2018.com

♦ FOR GENERAL INFORMATION:
Contact: Mr. Jeoffrey Roussey
info@aegpl2018.com

♦ FOR REGISTRATION, ACCOMMODATION & INVITATION LETTERS FOR VISA APPLICATIONS:
Contact: Mrs. Valérie Hou Ho Fat
registration@aegpl2018.com

ORGANISERS

FOR INFORMATION REGARDING MEMBERSHIP OF AEGPL, PLEASE CONTACT MR. SAMUEL MAUBANC, GENERAL MANAGER:
Phone: +32 (2) 893 1122
e-mail: samuel.maubanc@aegpl.be
AEGPL website: www.aegpl.eu
Follow us on Twitter: @aegpl

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#AEGPL2018