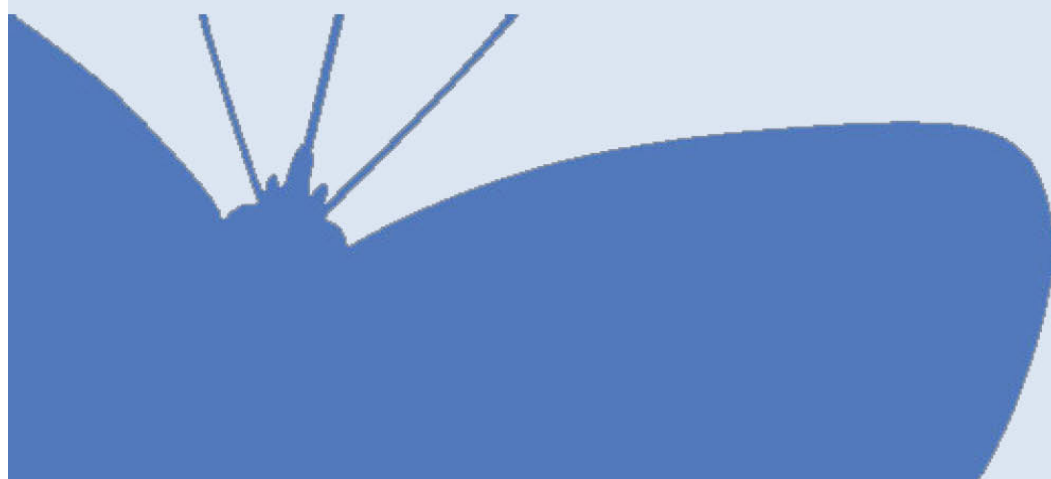


13th
INTERNATIONAL
POSTGRADUATE
COURSE IN
ENDOCRINE
SURGERY
28/9-1/10
2014
HOTEL
COSTA NAVARINO
MESSINIA
GREECE

SPONSORSHIP OPPORTUNITIES



Invitation

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MESSINIA
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Dear Sirs,

I have the pleasure to announce the **13th International Postgraduate Course in Endocrine Surgery** to be held on **September 28 – October 1, 2014 at Messinia, Costa Navarino Hotel.**

The Course is organized by International Association of Endocrine Surgeons, which has an established track record in offering quality education to participants from all over the world.

We are excited to welcome internationally recognized faculty and leading practitioners for lectures, debates and interactive case report sessions, to put together an impressive scientific program that will best fulfill our mission of promoting education in Endocrine Surgery. We expect more than 250 participants worldwide.

The Scientific Program is scheduled to address not only to Surgeons, but also to Endocrinologist, Anaesthesiologist, Dermatologists, and Otolaryngologists. It is also addressed to the Nurses of the Surgical departments.

Your presence and active support to the Congress will not only promote the goals of the European and International dimensions of Endocrine Surgery, but also will give you the opportunity to make known your products to a large audience.

Please find attached the Sponsorship opportunities and exhibition plan and visit the Course website at www.endocrinesurgery2014.com for further information. The Preliminary Program is also attached together with the Registration & Hotel Accommodation Form.

For any additional information and requirements, regarding sponsoring, registration, travel accommodation etc., please contact in writing the Course Secretariat: ERA Ltd. (Tel: +30 210 3634944, Fax: +30 210 3631690, e-mail: info@era.gr, Mrs Irene Tolis , Mrs Afrodite Karli) - since for ethical reasons, all requests will be served on a first come first served basis.

We look forward to your favorable response,

Sincerely yours,

Professor Dimitrios Linos, MD, PhD
Chairman Local Organizing Committee

GENERAL INFORMATION -TERMS & CONDITIONS

Reservation Form

For the best possible cooperation and to avoid any complications, it is essential to fill in the form at the end of the sponsorship program.

When the completed form is returned, this automatically states that the company fully accepts the rules mentioned below, as well as terms of payment and cancellation.

Following the process, you will receive a tender from our office, which you should return signed and sealed.

Stand – Sponsorship reservations

For the reservation of a stand please indicate your first 3 choices in order of preference on the Sponsors Reservation Form.

For the reservation of sponsorships please tick the appropriate box on the reservation form.

All requests will be handled on a first come first served basis.

The application is legally binding the exhibitor, pending its acceptance in writing by the Congress Organizer.

ERA Ltd, reserves the right to add more stands, if needed be, without affecting the already existing ones (see sketch).

Cancellations

Any cancellations made should be submitted in written to ERA Ltd.

For any cancellations made until June 20th, 2014, there will be a full refund.

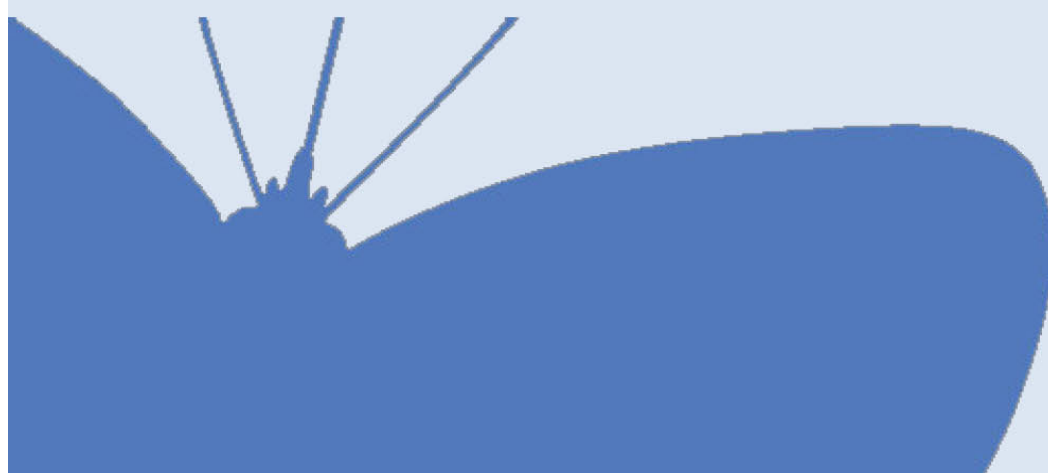
Cancellations made from June 20th until July 31st, 2014, will be refunded 50% of the total cost of the sponsorship.

After the above date, no refunds can be made.

Refunds can only be made at the end of the Congress, subject to a written cancellation.

Invoicing

At the end of the Congress an invoice will be issued to all sponsoring companies by ERA Ltd. The mentioned prices are in Euro.



MAJOR SPONSORS

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PLATINUM SPONSORS (up to 3 companies)

€ 50.000 (VAT included)

The sponsorship consists:

- Stand 12 sq.mt
- Satellite Symposium. 90 minutes duration.
 - Rental of the main Course Hall & Audiovisual equipment
 - Announcement of the Session throughout the Congress Website
 - Insertion of the invitation in the delegate's bag.The topic and time of the Symposium will be determined in consultation with the Scientific Committee of the Course
- Full page advertisement at the Final program (inside page)
- Leaflet insertion in the participants bags
- Company's logo on the signage banners
- Internet Corner or Preview Desk or Company's profile (duration 3-5' minutes) on the Plasma screen which shows the scientific program and will be placed at the exhibition area
- Reference as Platinum Sponsor on the Final program
- Company's logo on the official Course website

Benefits:

Two (2) rooms for 3 nights at the course venue hotel for the staff of your company will be offered complimentary

GOLD SPONSOR

€ 35.000 (VAT included)

The sponsorship consists:

- Stand 12 sq.mt
- Satellite Lecture. 30 minutes duration.
 - Rental of the main Course Hall & Audiovisual equipment
 - Announcement of the Session throughout the Congress Website
 - Insertion of the invitation in the delegate's bag.The topic and time of the Lecture will be determined in consultation with the Scientific Committee of the Course
- Leaflet insertion in the participants bags
- Company's logo on the signage banners
- Reference as Gold Sponsor on the Final program
- Company's logo on the official Course website

Benefits:

One (1) room for 3 nights at the course venue hotel for the staff of your company will be offered complimentary

MAJOR SPONSOR

€ 25.000 (VAT included)

The sponsorship consists:

- Stand 12 sq.mt
- Satellite Lecture. 30 minutes duration.
 - Rental of the main Course Hall & Audiovisual equipment
 - Announcement of the Session throughout the Congress Website
 - Insertion of the invitation in the delegate's bag.The topic and time of the Lecture will be determined in consultation with the Scientific Committee of the Course
- Full page advertisement at the Final program (inside page)
- Leaflet insertion in the participants bags
- Company's logo on the signage banners
- Reference as Main Sponsor on the Final program
- Company's logo on the official Course website

Benefits:

One (1) room for 3 nights at the course venue hotel for the staff of your company will be offered complimentary

VARIOUS SPONSORSHIP OPPORTUNITIES

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1. SATELLITE LECTURE

€ 8.500 (+ VAT)

The Organizing Committee may include in the Scientific Programme the organization of up to 4 (four) Satellite Lectures (duration 30 minutes) giving you the possibility to promote your company.

The Sponsor's name will appear on the Final Programme of the Course.

The registration fee, travel and accommodation expenses of the invited speaker(s) are not included in the sponsorship cost.

The above cost includes:

- Hall rental, audiovisual equipment and technician expenses, invitation insertion in the participants' bags

2. EXHIBITION

€ 850 per m² (+ VAT)

The Exhibition will operate throughout the course hours.

The Sponsor's name will appear on the Final Programme.

Sponsorship cost: 850 € per sq.mt

The above cost includes:

- Exhibition space (without construction), 1 table, 2 chairs, night security, electricity power supply up to 500 Watt
- Coffee coupons, invitation for the Opening Ceremony and Welcome Reception and Course Material for two persons per exhibitor.

Notes:

- Installation of exhibition will take place on **Saturday, September 28th, 2014** in the afternoon (**after 18.00 hrs**). Dismantling will take place on **Wednesday, October 1st, 2014** after the end of the Session.
- Booth construction is not included.
- In case you will require more electrical current supply, please contact the Symposium Secretariat. The Cost of extra supply is: 40 € per 500 extra Watt

3. BANNER

€ 3.000 (+ VAT)

Sponsor may include Banner in the Secretariat or Exhibition Area

The Sponsor's name will appear on the Final Programme.

4. FACULTY DINNER

€ 6.000 (VAT included)

The Faculty Dinner, will take place on **Monday, September 29, 2014** and will be offered to all Members of the Committees, Invited Speakers and Chairpersons (100 persons approximately).

The place that President's dinner will take place will be selected by the Organizing Committee. The name of the Company (in capital letters) will be placed on the dinner tables.

The Sponsor's name will appear on the Invitation and the Final Programme.

5. TRAVEL/ ACCOMMODATION EXPENSES OF INVITED SPEAKERS FROM ABROAD

Sponsorship of invited speakers from abroad includes travel and accommodation expenses for the days of the Course as well as their participation to the Opening Ceremony and Welcome Dinner, coffee breaks, lunches with faculty and Farewell Dinner.

The Sponsor's name will appear on the Final Programme

Sponsorship cost: 2.000 € per person, in economy class ticket for speakers from Europe
4.000 € per person, in economy class ticket for speakers from overseas.

6. PROGRAMME AT A GLANCE

€ 3.500 (+VAT)

Exclusive Sponsor's name may be printed on the Programme at a Glance, which will be distributed to all registered participants. **300 pieces will be required.**

The Sponsor's name will appear on the Final Programme.

7. CD WITH SPEAKER'S ABSTRACTS

€ 3.500 (+VAT)

A Cd with the speaker's abstracts will be distributed to all registered participants.

Exclusive Sponsor's name may be printed on the cover of the CD. **300 pieces will be required.**

The Sponsor's name will appear on the Final Programme.

8. LEAFLET INSERTION

€ 2.500 per leaflet (+VAT)

The Company has the right to deliver the advertorial leaflet, which will be inserted in each delegate's bag, to the Secretariat twenty (20) days before the Course (**and not later than September 5th**).

The Sponsor's name will appear on the Final Programme.

9. ADVERTISEMENT IN THE FINAL PROGRAMME

The Final Programme (dimensions: 21 cm width X 29,7 cm high), will be printed in 300 copies and will be distributed to all participants upon registration. A limited number of pages of the Final Programme will be at the disposal of sponsors to advertise and promote their products.

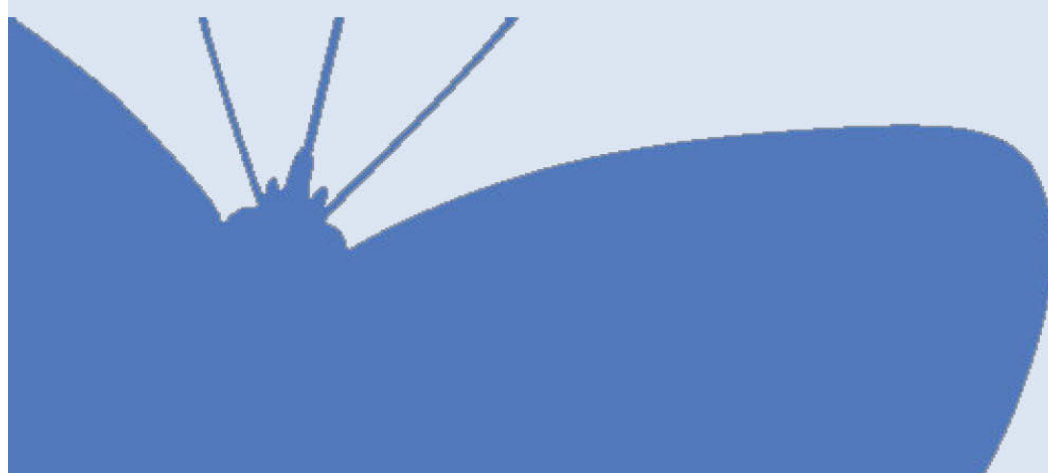
The Sponsor's name will appear on the Final Programme.

Sponsorship cost:

- 3.500 €** for back cover page
- 3.000 €** per inside cover page
- 2.500 €** per inside page

IMPORTANT NOTES / PAYMENT CONDITIONS:

- ♦ The VAT is 23%.
- ♦ 50% deposit of the Total Sponsorship fee is required in order to confirm your sponsorship.
- ♦ Full settlement of the total sponsorship fee is required 60 days after receiving the invoice.



REGISTRATION FEES / HOTEL ACCOMMODATION

Our company, ERA Ltd, has been appointed as the official PCO to handle sponsoring, registration, accommodation for all companies and participants. The organizers advise all participants to reserve hotel rooms as soon as possible, and not later than **June, 30th, 2014** to guarantee accommodation.

REGISTRATION FEES		
	Until May 30 th , 2014	Until May 30 th , 2014
General Participation	€ 350	€ 400
Members of Hellenic Medical Societies	€ 200	€ 200
The registration fee for participants cover: Access to the Scientific Sessions and Exhibition. Opening Ceremony followed by a Welcome Dinner, on Sunday, September 28 th , 2014. Course material (participant's kit, final program, Certificate of attendance, etc). Coffee breaks and light lunches during Course.		

HOTEL ACCOMMODATION (Reservation of three (3) nights hotel accommodation is compulsory)	
Deadline for reservations: May 30th, 2014	
Hotel Name	Single / Double
Course Hotel- Costa Navarino	€ 140

TRANSPORTATION WITH BUS

Reservations until June 30th, 2014. Minimum participation 30 pax

ROUTE	DATE	TIME	COST PER PERSONS (round trip)
ATHENS* – COSTA NAVARINO HOTEL	Saturday, September 27 th , 2014	16.30 hrs	70 €
ATHENS* – COSTA NAVARINO HOTEL	Sunday, September 28 th , 2014	08.00 hrs	
COSTA NAVARINO HOTEL - ATHENS*	Wednesday, October 1 st , 2014	14.00 hrs	

* meeting point will be announced soon

Payment conditions for registration and hotel reservation

- Full payment of the registration fee is required.
- 50% deposit, payable to **ERA Ltd**, is required in order to confirm your Hotel Reservation.
- Full payment for Hotel accommodation and transportation should reach the Course Secretariat, not later than July 30th, 2014.

Mode of Payment for Registration/ Hotel Accommodation

Payment can be effected either:

a) By Bank remittance to: **Alpha Bank** to the order of **ERA Ltd**, Account No: 101-00-2002044307, (Swift Code CRBAGRAAXX).

Please enclose a copy of transfer receipt with the form. Bank will carry all charges on clients' expenses.

b) By major credit cards. Please complete the relevant information as described in the registration form. A written confirmation will be sent to you by the Course Secretariat upon receiving your registration/reservation form and fees.

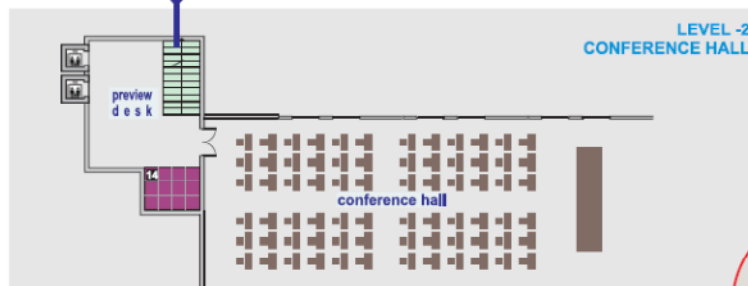
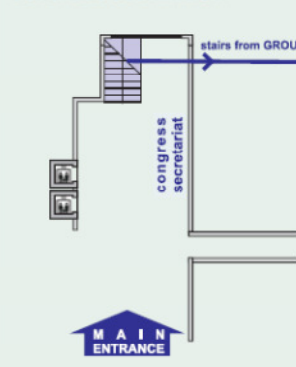
A surcharge of 3% will be added to all payments made by credit card, covering the Bank expenses.

EXHIBITION PLAN

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NAVARINO NATURA CENTER

GROUND FLOOR CONGRESS SECRETARIAT



13th INTERNATIONAL POSTGRADUATE COURSE IN ENDOCRINE SURGERY

28 September - 1 October 2014,
Costa Navarino, Messinia



Total No of Stands: 14

ΠΕΡΙΓΡΟΦΗ ΠΑΡΑΤΥΠΩΝ:

3.00 x 2.00 m.

5.00 x 2.00 m.

6.00 x 2.00 m.

4.00 x 3.00 m.

5.00 x 2.50 m.

BOOTH No 3

BOOTH CONSTRUCTION DIMENSIONS

floor: carpet

4.50m

back wall dimensions

2.50m

2.50m

For additional information please contact:

Course Secretariat:  ERA LTD (Mrs Irene Tolis, Mrs Afrodite Karli)

17, Asklipiou str., 106 80 Athens, Tel.: +30 210 3634 944, Fax: +30 210 3631 690,

E-mail : info@era.gr, Web site: www.era.gr

RESERVATION FORM

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Terms of Payment

▪ 1st Payment:
50% of the total cost
within 10 days of the
confirmation letter

▪ Final Payment:
60 days upon
invoicing.

Payment can be effected by:

Bank Remittance
to the order of
ERA LTD

Bank name:
ALPHA BANK

Account No:
101-00-2002-044307

Swift Code:
CRBAGRAAXX

I.B.A.N.:
GR 66 0140 1010 1010
0200 2044 307

Holders Account:
ERA LTD

Bank address:
40 STADIOU STR.
P.C.102-52, ATHENS
KENTPIKO

Stating the

name of the course
**13th International
Course in Endocrine
Surgery**

& the company name

The form should be completed and sent to the Course Secretariat ERA Ltd
17, Asklipiou Str., 10680 Athens-Greece
Tel.: +30 210 3634944, Fax: +30 210 3631690 E-mail: info@era.gr

Company

Contact Person.....

Address.....

Postal Code..... City.....

Country.....

Phone.....Fax.....

E-mail

VAT..... Function.....

Participation

Cost

<input type="checkbox"/> PLATINUM SPONSOR	
<input type="checkbox"/> GOLD SPONSOR	
<input type="checkbox"/> MAJOR SPONSOR	

Printings-Advertisements

<input type="checkbox"/> Program at a glance	
<input type="checkbox"/> CD with abstracts	
<input type="checkbox"/> Back cover advertisement in the final program	
<input type="checkbox"/> Inside cover page advertisement in the final program	

Contributions

<input type="checkbox"/> Travels expenses of Invites Speakers	
<input type="checkbox"/> Leaflet insertion in congress bag	
<input type="checkbox"/> Banner	

Social Events

<input type="checkbox"/> Faculty Dinner	
<input type="checkbox"/> Farewell Dinner	

Scientific Events

<input type="checkbox"/> Sponsored Lecture	
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Stands

1 st choice	
2 nd choice	
3 rd choice	

Total	
VAT 23%	
FINAL AMOUNT	

Signature:
(stamp)

Date: