

Carefully review the below packages and book the most appropriate one for your company. All features included are clearly described here below. We highly recommend you to prepare graphics (posters, roll-ups, pop-up booths, etc.) for your stand.

**BASIC PACKAGE - 4 sqm**

**1 Company - 1 Delegate**

**\$1.350 USD**

**One 4 sqm booth (2x2)**

1 Company – 1 Delegate

Fully equipped with 1 table, 3 chairs, carpet and fascia board.



- ◇ A detailed profile of your company in the online catalogue.
- ◇ Unrestricted access to the online detailed catalogue.
- ◇ One schedule of pre-planned BtoB meetings based on your choices.
- ◇ Access to the conferences and workshops July 6 & 7.
- ◇ Access to the coffee corner July 6 & 7.

**EXECUTIVE PACKAGE - 8 sqm**

**1 Company - 2 Delegates**

**\$2.000 USD**

**One 8 sqm booth (4x2)**

1 Company – 2 Delegates

Fully equipped with 2 tables, 6 chairs, carpet and fascia board



- ◇ A detailed profile of your company in the online catalogue.
- ◇ Unrestricted access to the online detailed catalogue.
- ◇ One schedule of pre-planned BtoB meetings based on your choices.
- ◇ Access to the conferences and workshops July 6 & 7.
- ◇ Access to the coffee corner July 6 & 7.

**DELUXE PACKAGE - 12 sqm**

**1 Company - 3 Delegates**

**\$3.900 USD**

**One 12 sqm booth (4x3)**

1 Company – 3 Delegates

Fully equipped with 2 lounge armchairs, 1 high table with chairs, 1 counter, 1 storage room, carpet and printed graphics.



- ◇ A detailed profile of your company in the online catalogue.
- ◇ Unrestricted access to the online detailed catalogue.
- ◇ One schedule of pre-planned BtoB meetings based on your choices.
- ◇ Access to the conferences and workshops July 6 & 7.
- ◇ Access to the coffee corner July 6 & 7.
- \*Deadline to confirm this package: May 31.**

**PREMIUM PACKAGE - 24 sqm**

**1 Company - 4 Delegates**

**\$7.500 USD**

**One 24 sqm booth (6x4)**

1 Company – 4 Delegates

Fully equipped with 2 meeting spots with 2 tables, chairs, 2 counters, 1 storage room, carpet and printed graphics.



- ◇ A detailed profile of your company in the online catalogue.
- ◇ Unrestricted access to the online detailed catalogue.
- ◇ One schedule of pre-planned BtoB meetings based on your choices.
- ◇ Access to the conferences and workshops July 6 & 7.
- ◇ Access to the coffee corner July 6 & 7.
- \*Deadline to confirm this package: May 31.**

Please return the completed form to the address below:  
**abe - advanced business events - INTERIOR MANUFACTURING MEETINGS 2022**  
 35/37 rue des Abondances - 92513 BOULOGNE-BILLANCOURT Cedex - France  
 Tel: +33 1 41 86 49 00 Fax: +33 (0)1 46 03 86 26  
 Website: <http://mexico.interiormanufacturing.com>  
 E-Mail: [interiormanufacturing@advbe.com](mailto:interiormanufacturing@advbe.com)  
 SAS au capital de 50 000 euros  
 RCS Nanterre 515 013 506 - NAF: 8230Z

## BARE SURFACE PACKAGE

**1 Company - 3 Delegates**

**\$300 USD/sqm**

<p><b>Raw Space</b> Mini 16 sqm - Maxi 36sqm 1 Company – 3 Delegates</p> <p>- Build your own stand - Carpet is supplied - Power upon request</p>	N/A	<ul style="list-style-type: none"> <li>◊ A detailed profile of your company in the online catalogue.</li> <li>◊ Unrestricted access to the online detailed catalogue.</li> <li>◊ One schedule of pre-planned BtoB meetings based on your choices.</li> <li>◊ Access to the conferences and workshops July 6 &amp; 7.</li> <li>◊ Access to the coffee corner July 6 &amp; 7.</li> </ul> <p><b>*Deadline to confirm this package: May 31.</b></p>
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## ADDITIONAL OPTIONS

Additional Delegate*	Yes	No	\$ 200 USD
Seated business lunch, July 6 & 7	Yes	No	\$ 30 USD /Person/Day
Workshop**	Yes	No	\$ 1.500 USD
Advertisement in the Official Catalogue ***	Yes	No	\$ 1.000 USD

\* Access to the conferences, workshops and coffee corner July 6 & 7.

\*\*Lead a “Solutions Workshop” on a topic in relation with one of your specific competencies or innovations. The workshop shall not last more than 30 minutes and will gather between 15 to 40 delegates willing to attend. Your topic will be advertised through the **INTERIOR MANUFACTURING MEETINGS 2022** promotional tools (Direct Marketing, media communication, etc. It will also be presented in the online Catalogue, accessible to all the delegates prior to the convention. If you wish to lead a “Solutions Workshop”, please provide the following information: topic title, short description (5-10 lines). Workshops are scheduled in parallel to the BtoB Meetings either on July 6 or 7.

*Note that we reserve the right to decline all requests without justifications.*

\*\*\* A two sided advertisement of your company. You should supply the artwork in English and Spanish in JPG or PDF, with size per page of 14.5 x 21.5 cm and a bleed of 0.5 mm on each side (a final size of 15.5 x 22.5 cm) **Deadline to confirm and send graphics Tuesday, May 31.**



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Your initials: \_\_\_\_\_

## SPONSORSHIP OPTIONS

<p><b>PLATINUM</b> Only 2 companies will be granted this package A 36sqm booth. + A 15mn slot in the Conference Program. + A schedule with pre-arranged approved meetings. + An advert page in the soft copy of the event catalogue. + A two sided advert page in the event program booklet. + Your company logo on the event website and on other marketing materials. + Unrestricted access to the convention for up to 5 delegates.</p>	\$20 000 USD
<p><b>GOLD</b> A 24sqm booth. + A schedule with pre-arranged approved meetings. + An advert page in the soft copy of the event catalogue. + A two sided advert page in the event program booklet. + Your company logo on the event website and on other marketing materials. + Unrestricted access to the convention for up to 4 delegates.</p>	\$15 000 USD
<p><b>SILVER</b> A 12sqm booth. + A schedule with pre-arranged approved meetings. + An advert page in the soft copy of the event catalogue. + Your company logo on the event website and on other marketing materials. + Unrestricted access to the convention for up to 3 delegates.</p>	\$8 000 USD
<p><b>HOT &amp; COLD BEVERAGE AREA (EXCLUSIVE)</b> Take the opportunity to support a complimentary beverage spot. This area would consist of tables at two different locations where the attendees can have free hot and cold drinks. It is possible for you to have a roll-up banner, supplied by you, as well as your supplied brochures on a shelves rack.</p>	\$6 000 USD
<p><b>OFFICIAL GOODIES (EXCLUSIVE)</b> More than 1600 attendees are expected at this event. Every single attendee will receive a goody. You shall supply and deliver the goodies at the address we'll indicate.</p>	\$5 000 USD
<p><b>NETWORKING COCKTAIL</b> A 5mn speech along with the other sponsors. + Your company logo on the back wall of the cocktail which is placed at the stage. + Access for up to 5 guests (excluding your participants registered for the BtoB Meetings). To be able to purchase this sponsorship opportunity, you must purchase at least the "Basic package".</p>	\$5 000 USD
<p><b>NOTEBOOKS (EXCLUSIVE)</b> Welcome attendees with a quality and nice-printed notebook for them to take notes during the Convention. Sponsor's logo will be printed on the paper notebook. Sponsor fee includes cost of notebooks.</p>	\$3 000 USD
<p><b>LANYARDS (EXCLUSIVE)</b> More than 1000 attendees are expected at this event. Every single attendee will receive a badge with the lanyard. Supply lanyards with your company name and logo and we'll distribute them along with the personal badges.</p>	\$2 000 USD
<p><b>RECEPTION DESK/MAIN ENTRANCE</b> Our front desk is always busy with attendees requesting assistance. Supply graphics and flyers presenting your company. We'll stick the graphics on the desk and lay the flyers on shelves.</p>	\$2 000 USD
<p><b>OFFICIAL EVENT GUIDE</b> A program booklet will be distributed to all the participants entering the show. It's the forum guide providing such information as the general program, conferences summaries, floor plan, etc. Supply art work and you'll have a two sided advert inside.</p>	\$1 000 USD



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Your initials: \_\_\_\_\_

## PURCHASE

### CONFIRM YOUR SELECTION:

<input type="checkbox"/> BASIC PACKAGE – 4sqm	\$1.350 USD.....
<input type="checkbox"/> EXECUTIVE PACKAGE – 8sqm	\$2.000 USD.....
<input type="checkbox"/> DELUXE PACKAGE – 12sqm	\$3.900 USD.....
<input type="checkbox"/> PREMIUM PACKAGE – 24sqm	\$7.500 USD.....
<input type="checkbox"/> BARE SURFACE PACKAGE (MINI 16sqm - MAXI 36sqm) PER sqm	(___) x \$300 USD /sqm.....
<input type="checkbox"/> ADDITIONAL DELEGATE	(___) x \$200 USD.....
<input type="checkbox"/> BUSINESS LUNCH JULY 6 & 7, 2022 PER DAY, PERSON	(___) Lunch(es) x \$30 USD.....
<input type="checkbox"/> WORKSHOP	\$1.500 USD.....
<input type="checkbox"/> ADVERTISEMENT IN THE OFFICIAL CATALOGUE	\$1.000 USD.....
<input type="checkbox"/> PLATINUM SPONSORSHIP	\$20.000 USD.....
<input type="checkbox"/> GOLD SPONSORSHIP	\$15.000 USD.....
<input type="checkbox"/> SILVER SPONSORSHIP	\$8.000 USD.....
<input type="checkbox"/> HOT & COLD BEVERAGE AREA SPONSORSHIP	\$6.000 USD.....
<input type="checkbox"/> OFFICIAL GOODIES	\$5.000 USD.....
<input type="checkbox"/> NETWORKING COCKTAIL	\$5.000 USD.....
<input type="checkbox"/> NOTEBOOKS	\$3.000 USD.....
<input type="checkbox"/> LANYARDS	\$2.000 USD.....
<input type="checkbox"/> RECEPTION DESK/MAIN ENTRANCE	\$2.000 USD.....
<input type="checkbox"/> OFFICIAL EVENT GUIDE	\$1.000 USD.....
<b>Grand total</b>	.....
Taxes (only if applicable)*	.....
<b>Net due to advanced business events</b>	.....

### PAYMENT TERMS

#### \*Additional Information on tax

- A. Your company is registered in France, French tax (VAT) is due
- B. Your company is registered in a European Union country, excluding France, French tax is not applicable (you must report it to your fiscal administration). Please indicate the tax registration number of the billed company.
- C. Your company is based in a non-European country, no taxes are applicable.
- D. Your company is registered in Italy, Italian tax (VAT) is due. Our Rome office will bill you and include the VAT amount.

Full payment at booking is accepted. Your account must be balanced prior to the event.

#### Payment can be made by:

- Credit card (visa, mastercard only) from an online facility
- Wire transfer to our bank account (send us a copy of the receipt by email)

#### Our bank account details:

- IBAN: FR76 3000 4008 0400 0100 7591 014
- BIC Code: BNPAFRPPXXX
- Bank: BNP PARIBAS PARIS-CENTRE AFFAIRES
- Bank address: 8 - 10 avenue Ledru Rollin - 75012 Paris, France.

**IMPORTANT NOTE:** sign on next page, scan and return this booking form (5 pages) to **your contact**.

When you're done you'll be requested to fill out the registration form and provide details of your capabilities. Those details will be used for your profile in the online catalogue and are very important for the matchmaking program.



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# INTERIOR MANUFACTURING MEETINGS 2022

## GENERAL TERMS AND CONDITIONS

Event name: **INTERIOR MANUFACTURING MEETINGS 2022** (referred to as the "Event")

Date: **July 6 & 7, 2022** (referred to as the "Date")

Location: **Puebla Exhibition Center** (referred to as the "Place")

City: **Puebla, Mexico**

### 1/ ORGANIZATION

The Event is organized by **abe - advanced business events**, a limited company with a stated capital of 50000 Euros, whose registered head office is located at 35/37 rue des Abondances - 92513 BOULOGNE-BILLANCOURT CEDEX - France, hereafter referred to as the Organizer.

### 2/ PURPOSE

This agreement stipulates the terms and conditions, under which the Organizer sets up and runs the Event. This agreement highlights the rights and obligations of both the Organizer and the signing company, hereafter referred to as the Participant. By signing this agreement, the Participant formally agrees to abide by these terms and conditions.

### 3/ PLACE AND DATE

The Event will be held at the Place and Date indicated here above. The Organizer may cancel the Event or change the Place and Date, should the Place be rendered unavailable, in case of force majeure or act of God. In such an event, no compensation or refund shall be due to the Participant. However, the Organizer shall inform the Participant about the new Date and Place in writing and guarantee the Participant's participation in the rescheduled Event at no additional cost.

### 4/ REGISTRATION, CANCELLATION, PAYMENT

- Any company or organization is allowed to attend the Event provided its delegates have relevant knowledge to enter business discussions with other attendees. The Organizer, nonetheless, reserves the right to approve or reject any registrations at its sole discretion
- The participant may cancel their registration forty-five days (45) or more prior to the Event, and be eligible for a full refund. The Organizer shall, however, retain a 7.5% administrative fee when processing the refund.
- Should cancellation be submitted twenty-one (21) to forty-four days (44) prior to the Event, the Participant shall be liable for a penalty amounting thirty percent (30%) of the amount due or paid.
- Should cancellation be submitted twenty days (20) or less prior to the Event, the Participant shall be liable for the payment of the full amount due, and not be eligible for any refund.
- All invoices issued and sent to the Participant, must be remitted five days (5) prior to the Event at the latest. The Organizer reserves the right to deny the Participant access to the Event, shouldn't their accounts be settled.

### 5/ INCLUDED SERVICES AND OBLIGATION TO PRODUCE RESULTS

The Organizer firmly commits to diligently use their expertise, knowledge, contacts network and all available resources to deliver all the services described in the booking form attached to this agreement. The Participant understands the Organizer's work shall not necessarily produce direct and immediate business results.

### 6/ PREVENTIVE MEASURES

The Organizer commits to implementing preventive measures and supplying equipment, aimed at hampering the spread of some transmissible diseases. The Participant understands that preventive measures and protective equipment do not offer a risk-free event, and that the Organizer cannot be held liable for any contamination occurring during the preparation and running of the Event.

### 7/ INSURANCE

The Organizer is solely responsible for setting up and running the Event. However the Organizer's shall not be legally liable for any harm caused to the Participant by a third party. The Participant must hold an insurance policy that covers all damages caused by them, their staff or their belongings to a third party or a third party's equipment and installations during the preparation and running of the Event. The Participant must hold an insurance policy that covers all damages caused by a third party to them, their staff and belongings during the preparation and running of the Event.

### 8/ APPLICABLE AMENDMENTS

The Organizer reserves the right to introduce addendums to this agreement in order to handle any matters not initially mentioned in this agreement. Such amendments shall be notified and diligently sent to the Participant and immediately come into force. The Organizer reserves the right to terminate this agreement and therefore cancel the Participant's registration, should the latter not comply with the terms and conditions of this agreement. In such an event, the Organizer shall notify the Participant in writing, and no compensation or refund shall be due to the Participant.

### 9/ USE OF PARTICIPANT LOGO

The Organizer reserves the right to retrieve and use the Participant's company logo on marketing materials designed to promote the event by showing a list of registered companies, called participants. If the Participant disagrees and wishes their logo to be removed from such marketing materials, they must explicitly address their request in a written form.

### 10/ SETTLEMENT

In the event of disagreement, the Participant shall submit a written request to the Organizer and seek an amicable settlement. If no amicable settlement is reached, the tribunal of Nanterre, France, shall be the sole competent tribunal to handle the case.

### 11/ PRIVACY AND SECURITY POLICY

The Participant understands that the Organizer will collect detailed information about their business for the sole purpose of conducting the Event and delivering the services described in the attached booking form. More information is available on the Organizer's website: [privacy, confidentiality and management of personal information](#)

Company name:		I hereby agree with Advanced Business Events terms and conditions	
Address:		Date:	
Contact name:		Signature:	
RFC:		Company seal:	

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