

# IPPN Conference Expo 2010 Booking Form

### Booking Procedure:

- To book your 2010 Exhibition stand please fill-in and sign this Exhibition Booking Form (front and back) and return with full payment to the IPPN Support Office. *Please retain a copy for your records.*
- Bookings will only be processed upon receipt of the signed booking form and full payment to the IPPN Support Office (or to IPPN's bank account in the case of electronic payment).
- IPPN will contact you upon receipt of your booking form and full payment to either confirm your preferred stand or discuss additional preferences should your first preference already be allocated.
- Any cost difference between preference and actual bookings will be reimbursed.
- Please make cheques payable to: IPPN and post to: IPPN Support Office, 2010 Annual Conference, Glounthaune, Co. Cork.
- For electronic funds transfer (EFT) set-up please contact Louise O'Brien at the IPPN Support Office on 1890 21 22 23 for details.

Company Name:   
(BLOCK CAPITALS)

Contact Person:  Phone number:

Mobile Number:  Email:

### Option 1: Single Stand Booking

Stand Number 1st Preference  Stand Number 2nd Preference

Cost:  (1st preference)

### Option 2: Combination Stand Booking

Stand Numbers 1st Preference  +

Stand Numbers 2nd Preference  +

Stand Numbers 1st Preference  +  +

Stand Numbers 2nd Preference  +  +

Cost:  (1st preference)

**Internet Access** @ €100 per stand €

**Additional Socket** @ €50 per stand €

### Conference Advertising:

Colour logo and 100 word (max.) editorial in IPPN's Conference Programme / Leadership+ Pre-Conference Issue €300

Insert in delegate folder €2,000

Full page Conference Programme advert €1,200

Half page Conference Programme advert €800

Quarter page Conference Programme advert €600

Cost:

**Total amount enclosed:**

### PLEASE NOTE

The following deadlines for receipt of information by e-mail to [adverts@ippn.ie](mailto:adverts@ippn.ie) to ensure delivery and or inclusion:

- **IPPN's Conference Webpage Exhibitor Directory**  
 Info required: Full Company Contact Details, additional 250 word (max.) company profile and logo in high res jpeg or EPS format.  
 Deadline for inclusion: Friday 13th November 2009.
- **Editorial in IPPN Conference Programme and Leadership+ Pre-Conference Issue.**  
 Info required: 100 word (max.) to include contact details and company Profile. Logo in High Res Jpeg or EPS format.  
 Deadline for inclusion: Friday 20th November 2009.
- **Name to appear on stand name plate**  
 Deadline for inclusion: Friday 8th January.

P.T.O. >