



LININC
PARIS 2023
COURSE
LIVE CASES

JUNE 5-7

EXHIBITORS' TECHNICAL GUIDE

To forward to your stand builder



EUROPA ORGANISATION
BY EUROPA GROUP

SUMMARY

Exhibitor dashboard

- Venue - Access
- Documents to be returned and deadline
- Other useful documents
- Contact

3

Services to exhibitors

- Accommodation
- E-scan license
- Catering & coffee breaks
- Insurance
- Electricity
- Security
- Wifi
- Cleaning

9

Congress Schedule

4

Space description

- Bare space
- Equipped stand
- Hospitality suite

5

Official suppliers

- Cleaning, electricity, internet, phone & slings
- Furniture
- Hostesses
- IT equipment
- Official caterer
- Signage & visual
- Transport/storage

10

Technical guidelines

- Installation/dismantling schedule
- Technical information
- Building guidelines
- Security board

6

Badges & registrations

- Registration department
- Free Exhibitor Badges
- Badges Withdrawal and Information
- Cancellation and Modifications Policy
- Extra Badges

11

Deliveries & storage

- Deliveries/Removal schedule
- Parcel deliveries
- Storage
- Parcel removal

7

Covid19 safety measures

12

Delivery access & good lifts

- Delivery access
- Access plan
- Good-lifts
- Car park

8

Event regulations

13



Venue

Carrousel du Louvre
99, rue de Rivoli - 75001 Paris

Exhibition Area: Room Delorme

Access information: click on



Documents to be returned & deadline

	Documents to be returned	Bare space	Equipped stand	Hospitality
April 20, 2023	- 3D layout of your booth	X		X
	Technical order form (optional)	X	X	X
	Stand builder form	X		
	Company name form		X	
	Storage room layout (optional)		X	

Exhibitors are permitted to access the Exhibition Hall one hour before the opening and half an hour after the closing of the exhibition.

Other useful documents

- Parcel label**
- General terms of insurance**



EUROPA ORGANISATION
BY EUROPA GROUP

19, allées Jean Jaurès - BP 61508 - 31 015 Toulouse cedex 6

Sales administration & Technical support for partners
Iara INACIO

☎ : +33 (0)5 17 02 29 77

@ : exhibition-linncc@europa-organisation.com

CONGRESS SCHEDULE



	Sunday 4 June	Monday 5 June	Tuesday 6 June	Wednesday 7 June				
7:00 am		7:00 am	7:00 am	7:00 am				
8:00 am	8:00 am	8:00 am	8:00 am	8:00 am				
9:00 am	Building Bare spaces & Hospitality Suites	Welcome Area	Welcome Area	Welcome Area				
10:00 am								
11:00 am					Exhibition	Conferences	Conferences	Exhibition
12:00 pm					Exhibition	Conferences	Exhibition	
1:00 pm					Exhibition	Conferences	Exhibition	
2:00 pm					Exhibition	Conferences	Exhibition	
3:00 pm					Exhibition	Conferences	Exhibition	
4:00 pm					Exhibition	Conferences	Exhibition	
5:00 pm					Exhibition	Conferences	Exhibition	
6:00 pm					Exhibition	Conferences	Exhibition	
7:00 pm								
8:00 pm								
9:00 pm								
10:00 pm								
11:00 pm								
12:00 am								

Building Bare spaces & Hospitality Suites

Exhibitors Installation

Welcome Area

Exhibition

Conferences

Welcome Area

Conferences

Exhibition

Welcome Area

Exhibition

Conferences

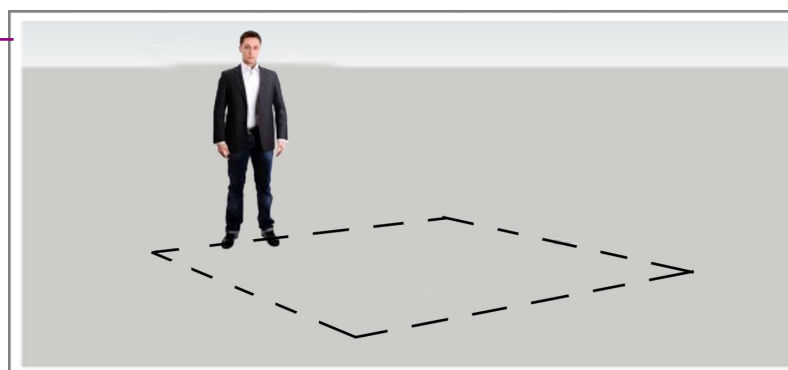
Dismantling



BARE SPACE

Materialization of stand space only
(walls, carpet & furniture not provided)

Electricity: Single-phase circuit-breaker of 1kW (15A/220V) with 3 sockets provided



Important Please Return before **April 20, 2023**

- 3D layout of your booth with heights and lengths
- ↓ Stand builder form
- ↓ Technical order form (optional)

EQUIPPED BOOTH

Carpet: Purple

Company sign: 18/20 characters maximum

Electricity: 1 single-phase circuit breaker of 1kW (15A/220V) with 3 sockets 24/24

Furniture: 1 table & 3 chairs (RICHER BLANC Ref. MOEB56601) per 9 sqm, 1 dustbin (Ref. MOZH53001)

Please refer to :

<https://www.alive-groupe.fr/jmt>

Lighting: 1 spotlight (100W) per 3 sqm

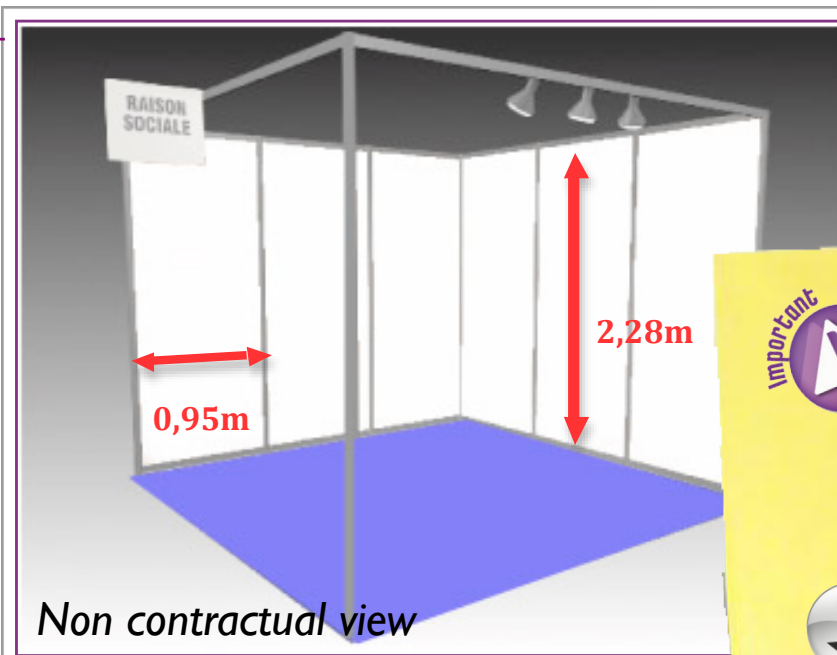
Partitions: 2.4 m high melamine panels (White)

Storage room (optional)

If you wish to order a storage room, please fill in the **technical order form** ↓ as well as the **walls and storage room plan** ↓ to indicate the location of the storage room on your booth

Partitions

Partitions are installed according to your stand openings. If you want a particular layout with specific openings, please contact lara INACIO - exhibition-linnc@europa-organisation.com



Important Please Return before **April 20, 2023**

- ↓ Company sign
- ↓ Technical order form (optional)
- ↓ Storage room layout (optional)



HOSPITALITY SUITE

Electricity: 1 single-phase circuit breaker of 1kW (15A/220V) with 3 sockets 24/24

Please note that at least 50% of the partitions should use plexiglass or other translucent or transparent material.

Important Please Return before **April 20, 2023**

- 3D layout of your booth with heights and lengths
- ↓ Technical order form (optional)



	INSTALLATION*	DISMANTLING*
	Sunday, June 4	Wednesday, June 7
Building	8:00 am - 9:00 pm	5:30 pm - 10:00 pm
Exhibitors installation	4:00 pm - 9:00 pm	

*Exhibitors are asked NOT to dismantle their stand before the time mentioned in the above timetable.

If overtime is necessary, it cannot be ordered on the day itself and must be scheduled ahead,

Overtime will be invoiced at the official rate of the Carrousel du Louvre: 1 500 € excl.VAT/hour (any partial hour will be invoiced as a full hour)

Technical information

Floor yield load	500 kg/sqm
Floor covering	Oak strip flooring
Sling	Authorized via Viparis



**Maximum building height:
3m (sign included)**

Building guidelines

- **Design:** The stands must be largely open. Partitions, name signs or decoration structures facing the passages should not cover more than 50% of the side of the stand.
 - **Decoration:** Each exhibitor is asked to take into account the impact of the booth construction on neighbouring stands. Side walls which unreasonably block out a neighbours view will not be approved and the construction of the booth will not be possible. For health & safety reasons and to facilitate the access to other exhibitors, please keep gangways clear of booth fitting materials and exhibits during build-up and breakdown.
 - **Partitions:** Exhibitors with unequipped stands are responsible for building the walls that separate their booth from adjacent ones. The back of partitions separating your stand from the adjacent one should be from 2,40m high clean, smooth, linked and without any signs.
 - **Floor:** A booth equipped with a technical floor higher than 2 cm must include an access ramp for disabled people (the ramp must be within the booth area). If you have to install carpet, please use a double-face fit scotch-tape. You will be charged in case of damage and/or necessary cleaning of materials.
 - **Pillars:** On your stand, these must be covered with freestanding materials. Do not cover the electrical fixtures and RIA accesses.
 - **Stand roofing:** only ceiling in "net" vellum is accepted as the stand roofing
 - **Slings:** It is STRICTLY FORBIDDEN to fix or hang anything (even a sign) on the ceilings, wall or pillars. Slings can **only** be done by Viparis on <http://www.viparis.com/epex>
- NOTE:** If you wish to hang a banner above 3m, before ordering a sling, kindly send your request to: contact@e-viparisstore.com

- **Care & respect of rented space & partitions:** Exhibitors must ensure that rented space remains in good condition. No signs or other articles are to be fastened to walls or electrical fixtures. The use of thumbtacks, nails, screws, bolts or any tool or material that could mark floors or walls is prohibited. It is also forbidden to paint the floor or the walls of the Exhibition Hall.

Placards on panels must be hung with small chains or affixed with blue-tack. Please note that the use of hooks, Sellotape® and pins on panels is strictly forbidden.
Exhibitors will be fined in case of damage.

- **Garbage:** Removal of your booth decoration is at the decorator's own charge. If needed, clearing costs will be billed to you. In case of dispute, the exhibitor will be deemed responsible.

- **The fire resistance category** of all material and fittings and an accurate description of electric connections must be available on the stand during the event. You may be asked for this information by the Security board during their inspection.



Security board

The Security board will inspect the booth constructions and electric connections **on Sunday, June 4.**

Please make sure a responsible person is present on site.



DELIVERIES	REMOVAL
Sunday 4 June	Wednesday 7 June
8:00 am - 8:00 pm	5:30 pm - 10:00 pm

Parcel deliveries

Name, telephone number and booth number must be noted on every parcel.

The delivery address is indicated on this label

This label must be affixed to each of your parcels. Parcels without this label will be refused.



Shipments or deliveries arriving « unpaid » will be refused. Custom regulations must have been respected and paid.

The Carrousel du Louvre will not accept any shipment on your behalf before that date. Please inform your freight forwarder.

If you ship directly to the venue, you must be present on site in order to receive your items and sign the drivers delivery notification. In case of the absence of a person in charge of your company's stand at the moment of the delivery, your parcels will be stored on your stand space without any surveillance.

The Carrousel du Louvre and Europa organisation do not take responsibility for any loss, theft, damages or non-delivery of articles.

Handling material

The Carrousel du Louvre does not own handling devices, freight handlers, forklifts or trollies. Please bring your own equipment or contact Zielog (See page 10)



Storage

Storage on site is not possible.

Please make sure that your freight forwarder will have necessary equipment to download your parcels and deliver them to your stand.

We advise you to contact Zielog (see approved suppliers page 10) who can provide you (on quotation) the following services:

- Storage between the delivery date and the installation
- Storage of empty containers
- Delivery to your stand
- Supply during the conference
- Removal of your stand and your parcels during the dismantling
- Rental of handling equipment.

For security reasons, storage of boxes or empty containers behind the stands is strictly forbidden.

The exhibitors must organize their removal before the opening of the event.

Parcel removal

Imperative

Please make sure that your parcels are correctly labelled (with contact name and telephone number).

Except in the case of special dispensation, no package can leave the Carrousel du Louvre before the end of the congress.

No postponed removal will be allowed. The exhibition space must be cleared on June 7 before 10:00pm.

Any left equipment or parcel will be (at the organiser's will) destroyed or sent back at the beneficiary's expenses.



Delivery access

Before accessing the delivery area, all vehicles should be previously registered on the website:

www.logipass.viparis.com

Logipass Exhibitor User guide

This registration is mandatory and must be done at least 24h before the access.

The site opens 15 days before the building day.

A hotline is available to help logipass users:

Tél. : +33 (0)1 40 68 11 30

@ : infos-exposants@viparis.com

Please use the delivery entrance located Avenue du Général Lemonnier (tunnel). At the traffic lights, follow the sign "Aire de Livraison" (see map below)

Height restriction of the delivery platform: 3,80m

Parking is limited to the unloading and loading of equipment during set-up and dismantling time-slots and strictly forbidden during the event.

Parking during the night is forbidden

Good-lifts

Opening hours

Setting-up: 8:00 am to 8:00 pm

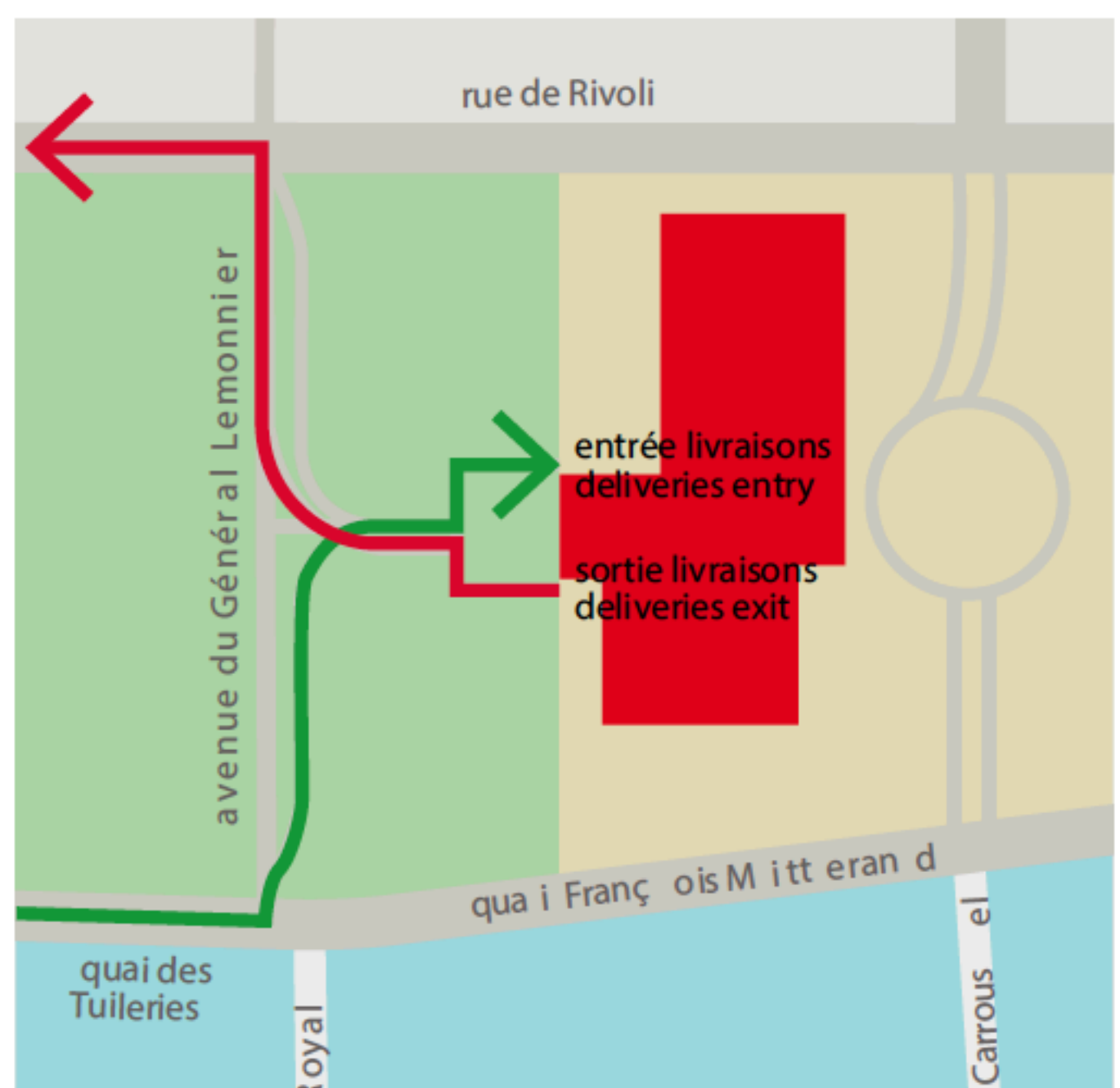
Dismantling: 5:30 pm to 10:00 pm

	Depth	Height	Wide	Maximum weight
MCI	400 cm	240 cm	240 cm	3 200 kg
MC2	300 cm	200 cm	160 cm	1 600 kg

Car park

A paid car park is available with direct access (600 cars) and close to the Carrousel du Louvre (4 300 cars).

Access plan



Access to the deliveries platform:

Avenue du Général Lemonnier
75001 Paris

Accommodation

[Book your room online](#)

For group booking (more than 8 rooms), please contact:

Europa Booking & Services

9 allées Jean Jaurès – BP 61508 – 31015 Toulouse cedex 6

Phone: +33 (0)5 17 02 29 29 - Fax : 05 61 42 00 09

Email: hotel-linncc@europa-organisation.com

E-scan license

A dedicated application that replaces your handwritten contact.

From now on, use your smartphone or the iPod made available to you to scan the Congress participants' badge. The connection of the license is done via a code to be entered or by scanning a QR code. One license is activated per device. The advantages of the product

Do you want to be even more efficient and effective when making contacts at Congress? To help you qualify your contacts, you can:

- Raise interest in products (10 maximum) and/or answer questions during your discussions with interested visitors • Add personalized comments per visitor • Export to the data collected at any time by sending it to you by email in excel format
- Use the leads generated on Congress for your future communication campaigns

Order your e-scan license via the  [Technical Order Form](#).

Catering & coffee-breaks

Coffee breaks are organized by the congress.

Lunches will be held every day in the Delorme room.

If you need catering services on your booth, please note we are currently selecting a provider and will soon communicate the details of the chosen one.


Access to the Carrousel du Louvre will be refused to any caterer that has not been approved



Insurance

A compulsory insurance (Third part liability and multiple-risk exhibition insurance) is provided with the booking of your stand.

General terms of insurance are available to download here: 

If the value your material exceeds 3050 Euros, you can take out an additional multi-risk insurance by filling out  **technical order form** (see technical order form)

Electricity

We remind you that every booth is delivered with an electric connection, 1 single-phase circuit breaker of 1kW - 220V) with 3 sockets. Electricity is supplied 24/24.


Do not forget to bring essential accessories such as multiple sockets, extension leads, etc.

We suggest you to make the precise calculation of the necessary power on your booth, and to complete if needed with additional power.

Board of correspondence (for information only)

Fridge	200 W (the smallest size)
Coffee machine	1500 W (average)
Computer 42" screen TV + VHS	400 W

Circuit-breaker location

Please indicate your requirement for the position of the single-phase circuit breaker on the booth drawing (cf. technical order form). 

Security

A security service will be provided in the venue, during the opening hours of the congress and at night on June 5, 6 and 7, 2023.

We draw your attention on the greater risk of theft during set-up and dismantling.

Laptops, mobile phones and valuable tools are always at risk, so please take necessary precautions and do not leave anything valuable on your booth during the night.

Moreover, computers, plasma screens, etc.. displayed on booths should be equipped with anti-theft devices.

See *Insurance suspensive conditions at the end of this guide*.

Europa Organisation declines any responsibility for theft, loss or damage, which may occur. We recommend to every exhibitor to scrupulously respect the hours of opening and closure.

WIFI

Free WIFI access is available during the whole event.

Cleaning

The cleaning of your booth must be ordered from Viparis. See *page 10*



Cleaning, electricity, internet, phone & slings

VIPARIS STORE

All this could be ordered via **VIPARIS STORE**

How to order

A customer identification number is required. Please register to receive this code by e-mail.

This code will enable you to place orders for all the exhibitions, which take place in the VIPARIS venues.

Once registered, please select the venue (Carrousel du Louvre) and the name of the event. Then submit your order on line.

Online orders will be closed from **June 1, 2023.**

Prices will be increased from **June 2, 2023.**

For any additional information, please contact:

Exhibitors service

Phone: +33 (0)1 40 68 16 16

@: contact@e-viparisstore.com

Furniture

[Quote on request](#)



ALIVE GROUP

Phone: +33 1 34 38 33 10

@: paris-nord@group-alive.com

Hostesses

[Quote on request](#)

CITY ONE

Lisa D'EPIRO

144 bd Pereire - 75017 Paris

Phone: +33 (0)1 55 37 34 46 - Fax: +33 (0)1 55 37 34 33

Cell: +33 (0)6 23 67 58 76

@ : lisa.depiro@cityone.fr

IT Equipment

[Order on line](#)



LÉNI

Services provided:

Computers equipment rental and technicians

Caterer



[Order form](#)



[Catalog](#)

ZESTE TRAITEUR

Camille LE ROY

Phone: +33 (0)1 83 75 37 92 / +33 (0)6 47 84 82 49

@: camilleleroy@zestetraiteur.fr

Signage & visual

ALIVE GROUP

Alice GOSSELIN

Phone: +33 (0) 7 63 51 11 81 / +33 (0) 1 75 59 20 89

@: a.gosselin@group-alive.com

Transport & storage



[Order form](#)



[Shipping instructions](#)



[Parcel label](#)

ZIELOG

Nunzio DI DIO

Phone: +33 (0)6 85 03 63 33

@: nunzio.didio@zielog.fr

Registration Department

Elise ROKITA

LINNC Registration Coordinator
insc-linnc@europa-organisation.com
+33(0)5 34 45 26 45

Free Exhibitor Badges

Complimentary badges are allocated according to the level of your partnership.

Diamond and Platinum	10
Gold	8
Silver	6
Liberty	3

Exhibitor badges give access to:

- Scientific sessions & exhibition area
- Coffee breaks and luncheons

The Registration Department will provide by email a link to your dedicated 24/7 registration portal.

This portal will enable you to:

- check your ordered and non-assigned badges
- process name changes

Free exhibitor badges can only be assigned to your staff. A complimentary nominative corporate email must be provided for each of your attendees when registering on the portal.

Badge Withdrawal and Information

- Badges are nominative and non-transferrable
- Badges must be worn at all times during the congress.

Cancellation and Modifications Policy

Please refer to the Cancellation and modification policy on the [Registration Page](#).

Extra Badges

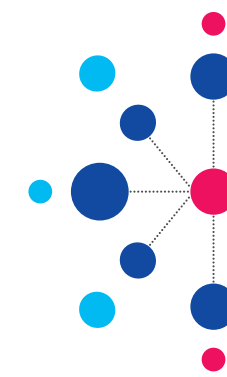
The Registration Department will provide by email a link to order extra badges that will be invoiced according to your partnership level. Detailed information on rates and deadlines is available on [Registration Page](#).

COVID19 SAFETY MEASURES



RÉPUBLIQUE
FRANÇAISE

*Liberté
Égalité
Fraternité*



Santé
publique
France

COVID-19

CORONAVIRUS ALERT IN ORDER TO PROTECT YOURSELF AS WELL AS OTHERS



**Wash your hands
regularly**



**Cough or sneeze
into your sleeve
or a tissue**



**Use single-use tissues
and throw them away**



**Do not shake hands
or embrace one another**

Do you have questions regarding the coronavirus?



[GOUVERNEMENT.FR/INFO-CORONAVIRUS](https://www.gouvernement.fr/info-coronavirus)
(INFORMATION IN FRENCH)



0 800 130 000
(toll-free)

W-0450-001-2003 – 18 mars 2020



Return to summary



Document to download



Important

Ref 02P - Updated May 2022

(These General terms and condition are no legal value. They are just a translation of the official French version available on demand)

1 DEFINITIONS

Europa: means the Europa Group.

Event: means the event organized by Europa Group as defined in the Partnership File and the Technical Guide.

Exhibitor: means a Partner which has subscribed for the rental of a space within the exhibition with or without a view to setting up a stand.

Hosting venue: means the lessor of the exhibition venue at which the Event is held.

Partnership File: means the file provided to the Partner by Europa that presents the Event and details of the offers and options the Partner may subscribe for.

Safety Regulations: means the safety regulations drawn up by the Hosting venue; the Safety Regulations are appended to the Technical Guide.

Stand: means the physical or virtual exhibition space made available to the Partner; whether delivered bare or pre-equipped.

Technical Guide: means the document provided to the Partner by Europa that contains relevant practical information about the Event.

2 PREAMBLE

These General Terms & Conditions apply to any Partner (hereinafter, the “Partner”) participating in an Event organized by Europa.

The purpose of these General Terms & Conditions is to define the terms under which Europa provides products and services to the Partner. They apply without restriction or exception to all purchases of products and services made by the Partner.

In the event of any deficiencies, these General Terms & Conditions shall be supplemented by the catchall provisions of the General Regulations for Commercial Events (RGMC/2015) (Règlement Général des Manifestations Commerciales) of UNIMEV, a professional body of which Europa is a member. To obtain these regulations, please contact: infos@unimev.fr - Tel: +33 (0)1 53 20 20 00

In accordance with article L 441-1 of the French Commercial Code, these General Terms & Conditions of Sale constitute the sole basis of the commercial relationship between the Parties.

3 CONTRACTUALIZATION

3.1 ORDER FORM - QUOTE

3.1.1. In principle, the Partner's application to participate is made using the “Partnership Order Form” attached to the Partnership File (the “Order Form”), which the Partner must fill in, sign and return to Europa along with these accepted and signed General Terms & Conditions of Sale.

Unless the Purchase Order is rejected for a legitimate reason as specified below, Europa will formalize its acceptance by sending an order confirmation within 10 days after the Order Form is received.

Europa may only reject an Order Form for legitimate reasons (such as the existence of unpaid invoices, the Partner's failure to comply with its obligations during previous events, the Partner's refusal to accept the General Terms & Conditions of Sale, etc.).

3.1.2. At the Partner's request, Europa may also prepare a customized quote (the “Quote”) for the Partner. In such a case, acceptance of the order will be materialized by Europa's receipt of the Quote countersigned by the Partner.

3.1.3. The partnership agreement is definitively formed as of the acceptance of the order (formalized, as the case may be, by Europa's transmittal of the order confirmation or by Europa's receipt of the Quote countersigned by the Partner).

3.2 PARTNER'S WITHDRAWAL

3.2.1 The Partner acknowledges and accepts that its commitment is firm and final as from the acceptance of the order as defined in article 3.1 above. After such date, subject to the provisions of article 3.2.2 below, the Partner cannot cancel its order and any withdrawal on its part for whatever reason (including in the event of force majeure) will be without effect vis-à-vis Europa, which shall be entitled to retain the amounts already paid by the Partner, and the balance of the price remaining due by the Partner shall become immediately payable.

3.2.2 If the Partner's order is subject to prior authorization pursuant to the French Public Health Code or equivalent national regulations, the Partner undertakes to carry out this process as soon as possible and to keep Europa immediately informed. If such authorization is denied, the Partner undertakes to send to Europa in writing the reasoned opinion of the competent authority upon receipt thereof. In this case, if the denial is motivated by a factor tied to the conditions of the Event or to Europa's offer, the Parties undertake to re-examine the order's elements together and to use their best efforts to submit to the relevant authority an amended authorization request within the required time frame. If despite this the authorization continues to be denied, the agreement will be terminated, and the amounts paid by the Partner shall be refunded.

3.3 WRONGFUL NON-PERFORMANCE BY EUROPA

Europa shall be liable for its faults in performing the agreement as provided for by generally applicable law, within the limits of the cap on liability provided for in article 20.

4 CONTROL OF THE EVENT

4.1 PRIOR REPRESENTATIONS AND ACKNOWLEDGEMENTS

Europa notes that the organization of any Event is a complex undertaking. Such organization requires Europa to coordinate a multitude of service providers and external participants; the actual holding of the Event under the initially agreed upon conditions depends on a series of conditions (which Europa does not control) to be met.

The Partner - which acknowledges that many circumstances are beyond the control of Europa and may lead Europa to have to modify, postpone or, in exceptional cases, cancel the Event - consequently accepts the specific terms provided for herein and in particular those set out in articles 4.2 and 4.3, which are determinative to the undertakings made by Europa.

The Partner recognizes in particular that the economic balance of the Event cannot be achieved if the partnerships entered into are not maintained, which constitute an essential element of the Event's financing. As a result, the Partner accepts the provisions stipulated hereafter and expressly acknowledges that the dates and place of the Event do not constitute determinative factors for it, provided that the Event allows it to achieve its promotion and visibility objective.

4.2 DETERMINATION AND MODIFICATION OF THE CONDITIONS OF THE EVENT

In view of the various constraints tied to the Event, Europa determines the place, date, duration, opening/closing hours and program of the Event.

The Partner acknowledges and agrees that Europa will be entitled to make the following changes to the Event, which shall be automatically binding on the Partner:

4.2.1 Subject to 15 days' advance notice being given (except in the case of a Force Majeure Event as described in article 4.3.1 that prevents such notice to be given):

- rescheduling (i.e., bringing forward or postponement) that does not exceed 30 days of the Event's opening and closing dates. Beyond 30 days' rescheduling, the Parties agree to apply the rescheduling rules referred to in article 4.3.2 below.
- change of location.

4.2.2. Without prior notice, including during the course of the Event:

- change to the Event program (provided that the program remains related to the Partner's activity).
- modification to the times at which the Event is open and closed to the public.

4.3 RESCHEDULING OR CANCELLATION OF THE EVENT DUE TO FORCE MAJEURE

4.3.1 Force majeure

The Parties agree that, in addition to the cases provided for by law or case law, a force majeure event exists within the meaning of these General Terms & Conditions if it is impossible for Europa to hold some or part of the Event on the date, at the place and/or under the usual essential terms for reasons that are beyond Europa's control – regardless of whether such reasons were totally unforeseeable, such as: risks to the safety of the Event, administrative prohibition or closure, health crisis, risk of terrorism, restrictions on travel to the place of the Event, exceptional circumstances leading to a significant number of participants or key-contributors to cancel their participation, fire, flood, storm, destruction or unavailability of the premises in which the Event is to be held, strike, etc. (hereinafter a “Force Majeure Event”). The Parties expressly agree that the potential consequences of the Covid 19 epidemic may be considered as being a Force Majeure Event within the meaning of these General Terms & Conditions, notwithstanding their foreseeable nature.

4.3.2 Rescheduling

If the Event cannot be held within 30 days of the originally scheduled date due to a Force Majeure Event within the meaning of paragraph 4.3.1, Europa shall notify the Partner of the Event's cancellation as soon as possible (the “Cancellation Notice”).

Europa may then decide to postpone the Event to a later date occurring within 13 months of the initially scheduled date. In such a case, the Partner's order will be automatically applied to this new Event, and the amounts paid by the Partner in this regard will be credited to its account and allocated to such new Event, unless the Partner uses such credit to pay for any other service the Partner may have otherwise ordered from Europa under the same brand.

If within three (3) months of the Cancellation Notice Europa does not propose any rescheduling to occur within the aforementioned 13-month period, then the Event shall be definitively cancelled, and the Partner will be reimbursed as provided for in 4.3.3 below.

4.3.3 Definitive cancellation

If the Event is definitively cancelled due to a Force Majeure Event within the meaning of paragraph 4.3.1, the price stipulated in the Partner's order shall be due and must be paid to the extent of 50% of the amount of the order invoiced to the Partner under article 5 as a contribution to covering the external and internal costs already incurred for organizing the Event as of the date of the Cancellation Notice. However, Europa undertakes to use its best efforts to limit such internal and external expenses as much as possible so as to reduce the share paid by the Partner to the extent possible. Under no circumstances may Europa require payment of over 50% of the amount of the order, irrespective of the amount of the expenses incurred to organize the cancelled Event.

The Partner acknowledges that Europa shall not be liable if the Event is cancelled due to a Force Majeure Event within the meaning of these General Terms & Conditions.

5 FEES AND PAYMENT

5.1 FEES

The fees for participating in the Event and for the various options the Partner may subscribe for are described in the Partnership File and are determined by Europa.

5.2 PAYMENT TERMS

At the time the order is confirmed, Europa will send the Partner an invoice in the amount of 100% of the total price of the order.

The Partner undertakes to pay such amount within 60 days of the invoice issue date if the Event takes place within a period of more than 3 months as from the date the order is accepted, as defined in 3.1.3, or up front if the Event takes place within a period of less than 3 months as from the date the order is accepted.

If payment on the invoice is not received within the prescribed time limit, then, after sending a formal notice that has remained without effect, Europa may declare the termination of the partnership agreement. In such a case, Europa shall be entitled to seek payment of the price. As appropriate, Europa shall be entitled to dispose of the space (stand, session, time-slot, advertising, etc.) reserved by the Partner as it sees fit.

In any case, in the event of a late payment and without any reminder being necessary, pursuant to article L.441-6 of the French Commercial Code, the Partner shall be liable to pay (i) late payment penalties at the European Central Bank rate plus ten (10) points, (ii) and a flat-rate indemnity of 40 euros for collection expenses. An additional indemnity may be demanded by Europa upon presentation of supporting documentation when the collection costs it has incurred exceed such amount.

5.3 VALUE ADDED TAX

Europa complies with the provisions of Directives 2006/112/EC of 28/11/2006 and 2008/8/EC of 12/02/2008 on value added tax (hereinafter “VAT”) to determine the VAT regime applicable to the services invoiced. French VAT may in some cases be applied to foreign partners in respect of services invoiced to them by Europa. In such a case, they will be responsible for requesting, either directly or through the intermediary of approved entities, reimbursement of the VAT in accordance with applicable regulations. In no case may Europa be asked to carry out these procedures.

6 ALLOCATION OF SPACES AND PARTNERSHIPS

Europa establishes the Event plan and determines: the locations of the Stands, the time slots of the sponsored sessions and the assignment of all the proposals contained in the Partnership File. The allocated Stands (surface area and location), the session time-slots and all the partnerships proposed in the file may be modified by Europa at any time until the Event opens. If the change made concerns the surface area granted, the Partner will be able to claim a pro rata price reduction.

EVENT REGULATIONS – GENERAL TERMS AND CONDITIONS FOR PARTNERS

7 FITTING OUT PLAN, TAKING POSSESSION AND STAND INSTALLATION

7.1 FITTING OUT PLAN

Europa ensures that the Event's general aesthetics, decoration and layout plan is coherent. In this regard, Europa examines all personal construction or installation plans (hangars, tents, advertising or decorative motifs, illuminated signs, etc.) and all special fittings (removal of partitions, floor shimming, etc.) that may be envisaged by the Partner.

The Partner acknowledges and agrees that billboards or signs placed outside the Stands are prohibited in areas that are not reserved for such purpose and that banners are not permitted.

Upon receipt of the Technical Guide and in any event no later than one month before the start of the Event, the Partner shall submit to Europa a detailed plan of its proposal that complies with the construction guidelines set out in the Technical Guide, showing the planned facilities and/or fitting out so that any changes requested by Europa before the start of the Event can be made.

Europa disclaims all liability in the event the Partner is prohibited from opening its Stand due to (i) late transmittal of the detailed plan, (ii) the Partner's refusal to make the modifications required by Europa, or (iii) a rejection of the Stand by the security committee.

7.2 TAKING POSSESSION AND INSTALLATION

At the time the Partner takes possession of the Stand assigned to it, the Partner shall cause to be recorded (i) damage to the Stand made available to it and (ii) differences between the surface area of the Stand made available to it and the surface area included on the partnership order form accepted by Europa. These claims must be made to one of Europa's representatives present on the site; at the desk that will be maintained at the general office during the entire Event. Failing this, the Stand will be deemed to have been received (i) in perfect condition and (ii) in the amount of the reserved surface area.

The Partner shall ensure the installation of its Stand at its own expense and under its responsibility, including the routing and assembly of the equipment and materials to be installed there. Stand installation must not under any circumstances damage or modify the exhibition site's permanent installations and must not jeopardize the safety of other Exhibitors or visitors.

The schedule for the assembling and installing the Stands is provided in the Technical Guide that will be sent to the Partner before the start of the Event. The Partner must have completed installation by the dates and time limits set by Europa in the Technical Guide. After such deadline, no packaging, equipment or transport vehicle may access the Event site for any reason whatsoever, regardless of the consequences for the Partner.

8 EXHIBITION REGULATIONS AND SECURITY

Throughout the Event (including during the assembly and dismantling phases), the Partner is required to comply with applicable legal and regulatory provisions, including health regulations, the Safety Regulations made available by the venue's Hosting venue, the Technical Guide provided by Europa and any safety measures taken by the public authorities and/or Europa and/or the Hosting venue.

The Partner is responsible for any sub-contractors it may call in during the Event.

It is specified to the Partner that the use of the Stands' walls, posts or floors as supports for mechanical forces is strictly forbidden and that the load per square meter must not exceed the values indicated in the Safety Regulations and/or in the Technical Guide.

The opening of the Stand is subject to authorization by the Event's security committee. The Partner or any person duly authorized to represent it must be present at its Stand during this committee's visit. The opening authorization for any Stand that does not comply with the above-mentioned rules may be refused. Similarly, at any time, the security committee may decide to close a Stand that does not meet the security requirements. Europa shall not be liable for such decisions.

In addition, any breach of safety rules (i) may lead to, by decision of Europa, the Partner's immediate, temporary or permanent exclusion without the Partner being able to claim reimbursement of amounts paid or any compensation, and (ii) will lead to the Partner's full and entire liability in the event of damage or disturbance to other Exhibitors or in the event of an accident.

9 OCCUPATION OF THE STAND

The Partner undertakes to occupy the Stand assigned to it in accordance with the installation dates defined in the Technical Guide.

A Partner which, for whatever reason, does not occupy its Stand on the day the Event opens or on the installation deadline set by Europa, shall be deemed to have renounced its right to display. Europa may freely dispose of the unoccupied Stand and assign it to another Exhibitor, and the Partner which did not take up the Stand shall not be able to claim any indemnity and/or reimbursement whatsoever or avoid payment of the full price.

The Stand must remain open and furnished throughout the duration of the Event and during all the Event's opening hours. Under no circumstances may the Partner empty its Stand before the Event closes absent Europa's express exceptional authorization.

The Partner must have sufficient competent reception staff to ensure an ongoing presence. Such staff must be perfectly courteous and abstain from any conduct that could inconvenience visitors or other Exhibitors. Europa reserves the right to request the immediate replacement of any person who does not comply with these requirements.

10 TRANSFER AND SUBLETTING OF THE STAND

The transfer or subletting (whether free of charge or against payment) of all or part of the Stand is prohibited.

However, with Europa's express written consent, several Exhibitors from the same or complementary professions may occupy a single Stand together. To do so, a request must be made by a main Exhibitor. The application for participation presented by such Exhibitor must accurately list each of the candidates for such group Stand, it being specified that the information requested in this form must be provided for each candidate. Europa reserves the right to accept or reject each of these candidates. The rejection of the application of one or more candidates will not allow the others to cancel the reservation for the group Stand. The main Exhibitor of such Stand will be, vis-à-vis Europa, personally and jointly liable with the secondary Exhibitor(s) for the payment of the various amounts due on any basis whatsoever to Europa or to any services or equipment provider presented by Europa. The same shall apply to compliance with all the obligations incumbent on the Exhibitors.

11 MAINTENANCE OF THE STAND

The Partner must ensure that the Stand made available to it is perfectly conserved and undertakes that it will not damage in any way whatsoever, the walls, floors or ceilings or any equipment provided by Europa.

The Stands must be kept perfectly clean and organized at all times. The Partner must have its Stand cleaned every morning before the Event opens. No packaging and/or container may be stored in or around the Stand. The Partner shall not leave displayed objects and/or materials covered during the Event's opening hours.

12 STAND ACTIVITY

12.1 ADVERTISING AND COMMUNICATION WITH THE PUBLIC

Any advertising carried out by the Partner must comply with applicable regulations. Advertising may only be carried out inside the Stand and provided that it does not cause any inconvenience. Any advertising that is called out or made with the assistance of a sound device, or by mimes, clowns or other types of attractions, is expressly prohibited.

The delivery of small objects and/or leaflets free of charge is permitted so long as such objects and/or leaflets are not inconsistent with the Event's image, they are distributed from inside the Partner's Stand and they do not cause any inconvenience. The distribution of advertising balloons is prohibited.

The projection of films or slides, the use of sound amplifiers, the installation of a sound system within the Stand, and the use of computer monitors and television screens are authorized so long as they do not encroach past the Stand's boundaries and do not cause any inconvenience. Europa reserves the right to intervene in the event of an established inconvenience. Only quizzes on content related to the Event can be organized at the Stand with Europa's prior authorization.

Only occasional receptions are authorized, provided that there is no overflow onto neighboring Stands or in the aisles and only during the Event's opening hours.

12.2 EXHIBITION AND DEMONSTRATION

The Partner undertakes to present only products, services or equipment that comply with applicable regulations. Explosive materials and, in general, all dangerous or harmful products are not allowed.

All devices and machines on display must be equipped with a safety device, and in particular those whose moving parts may be left unattended by the Partner, even if the barrier provided for by the Safety Regulations has been set up. Devices whose installation or operation may cause an inconvenience or be a source of danger to other Exhibitors or visitors are prohibited.

12.3 CASH AND CARRY SALES

The Partner acknowledges and accepts that cash and carry sales are strictly prohibited at the Event. However, the Partner is authorized to take orders at its Stand.

13 RELEASING THE SITES

The emptying of Stands, the removal of goods, special decorations and any waste and the restoration of the Stand will be carried out at the Partner's expense and under its responsibility, within the time periods and according to the terms set out in the Technical Guide. If the Partner has not acted within the prescribed time limit, at the Partner's expense, Europa may have the materials remaining in place removed and have the granted space restored.

The Partner or one of its duly authorized representatives must be present at the Stand when dismantling commences and up until the Stand is completely emptied, notably to prevent risks of loss and theft. The mandatory insurance will not cover any losses or theft if this obligation is not complied with.

14 COMMUNICATION OPTIONS

The Partner can subscribe for several communication options allowing it to reinforce and optimize its visibility during the Event. The characteristics of and prices for these options are set out in the Partnership File provided to the Partner.

The subscription request for additional communication options shall be made using the Order Form or the Quote drawn up by Europa, under the conditions of article 3 of these General Terms & Conditions.

14.1 PUBLICATION OF CONTENT

The Partner's content that is intended for publication (logo, company name, trademark, press release, internet links, advertising, etc.) must be sent by the Partner on the dates and in the format to be communicated in due time by Europa, in order to allow printing, uploading and any corrections within the proscribed deadlines. Europa reserves the right not to perform an option subscription of a Partner who does not comply exactly with these requirements. The Partner risks losing the price paid if it fails to send its content.

The Partner's content is published, distributed, and put online under the Partner's sole responsibility. The Partner represents that it has all the necessary rights for such purpose. The Partner undertakes to guarantee and indemnify Europa against any harmful consequences and for any expenses it will have had to incur to defend itself against any third-party claim and/or action. Europa reserves the right to not publish any content that it deems to involve a risk of its liability. In such a case, and provided that the Partner has complied with all the content transmittal and approval deadlines, the cost of the ordered service shall be refunded to the Partner, and the Partner shall not be able to claim any other compensation.

Although Europa commits to use its best efforts to avoid any factual errors or technical failure during the publication/putting online/insertion/ delivery of the content, the Partner recognizes that Europa is only bound to a best efforts obligation (obligation de moyens) and that Europa's liability in any case shall be limited to the price paid by the Partner for the selected communication option.

Insertion orders may be sent by the Partner's advertising agency. Pursuant to French law dated January 29, 1993 known as the Loi Sapin, the advertising agency will have to possess a mandate from the Partner and prove this capacity to Europa. Europa shall send the invoice directly to the Partner, with copy to the advertising agency. The Partner will be responsible for paying its agency, as, by law, Europa cannot pay any remuneration to the advertising agency.



14.2 SESSION ORGANIZED BY THE PARTNER

14.2.1 Partner's role

If the option selected by the Partner includes a communication session (hereafter; a "Session") organized by the Partner with Europa's support, the Partner shall develop the program for such Session under its sole responsibility.

As such, the Partner will determine the speech subjects, select the speakers, and draw up the speech program. The Partner shall send the draft program it has drawn up to Europa on the dates and in the format to be communicated in due course. Europa may reject it or request certain modifications if the program is unsuitable in relation to (i) the Event's objectives, or (ii) the economic and/or technical imperatives of the Sessions organized within the framework of this Event.

The Partner is solely responsible for managing relations with the speakers it has selected, in accordance with applicable regulations. The Partner is responsible for paying their registration fees, expenses (travel and accommodation costs) and for the payment of their fees (as the case may be) in accordance with applicable regulations. In this regard, the Partner acknowledges that it is responsible for entering into a written agreement that complies with applicable regulations with each speaker who is a healthcare professional and, if necessary, submitting such agreement to the competent professional authorities. The Partner shall ensure that speakers who are healthcare professionals comply with the applicable regulations in all circumstances and, in particular, the obligation of transparency imposed on them. The Partner acknowledges that, for its part, Europa wishes to enter into an agreement with each Session speaker pursuant to which the speaker authorizes Europa to exploit the rights over his/her speeches in various forms (online in text and video format, in particular). The Partner will so inform the speakers who are scheduled to speak during the Session and will assist Europa such that all the speakers enter into the aforementioned agreement. The text of the agreement is available from Europa on simple request.

14.2.2 Europa's role

Europa shall ensure the technical and material organization of the Session under conditions that comply with the Purchase Order or the Quote signed by the Partner and shall use its best efforts to maintain in this respect quality that is consistent with the standard of the Event.

In this regard, it provides the following services in particular: it sets the date and time of the Session, taking into account as much as possible the Partner's preferences; it assigns for the conduct of the Session a room of sufficient size and configuration and equipped with the necessary equipment (furniture, audio/video equipment); it purchases the insurance policies necessary in the framework of the organization of the Session; it undertakes to present a certificate to the Partner upon the Partner's simple request; it promotes the Session in the documentation relating to the Event consistent with customary practice; it negotiates and enters into the service contracts necessary for the proper technical and material organization of the Session, other than with respect to specific requests from the Partner, which are the subject of additional purchase orders. It proceeds with the payment of service providers and is responsible for any of their claims, if any.

14.2.3 Responsibilities

The Partner will be fully responsible for the program's content and the speeches given during the Session. It undertakes to guarantee Europa against any claim by a third party to which it may be subject in this regard.

The Partner is responsible for managing its relationships with the speakers in accordance with applicable regulations and to ensure that the speakers comply with applicable regulations. The Partner therefore undertakes to guarantee Europa against any claim to which it may be subject in this regard.

The Partner is responsible for informing Europa of any regulations to which it is subject as a result of its activity and that may have an impact on the organization of the Session. The Partner undertakes to comply with such regulations and guarantees Europa against any claim to which it may be subject due to non-compliance with such regulations.

The parties undertake to comply with regulations (in particular health and safety regulations) in force that may concern the organization of the Session.

In the event of a default in the context of the technical and material organization of the Session for the services it is coordinating, Europa shall be liable only for direct damages (dommages directs) that may result from breaches of its obligations that are duly proven and attributable to it, to the exclusion of any indirect losses of any kind. As an exception to article 20 below, its liability to the Partner shall in any event be limited to 20% of the amount of the price paid for the Session.

15 EQUIPMENT RENTAL DURING THE CONVENTION

The Partner undertakes to use the rented equipment in accordance with its customary use and to do nothing nor allow anything to be done that damages such equipment. The Partner shall be responsible for any damage commencing upon delivery and throughout the time such equipment is made available. Damaged or non-returned equipment shall be invoiced to the Partner at its replacement value.

16 ACCESS TO THE EVENT

All persons present on the Event site must wear a name badge. Any person unable to produce their badge may be expelled from the Event.

When the Event includes a virtual part, connection to it is reserved for persons duly registered with Europa.

Details about the access policy and the procedures for issuing badges and connections, whether free or paying, are provided in the Partnership File and/or in the Technical Guide sent to the Partner several weeks before the start of the Event.

17 FAILURE TO COMPLY WITH THE RULES APPLICABLE TO THE EVENT

Any breach of the provisions of these General Terms & Conditions and/or the specifications of the Technical Guide and/or the provisions of the Safety Regulations may result in the offending Partner's Stand being closed immediately and the termination of the partnership agreement.

This applies in particular to lack of insurance (art. 18), violation of the rules governing the safety, fitting out and installation of the Stand (arts. 7 and 8), failure to comply with the rules governing the occupation of the Stand, subletting, transfer and maintenance of the Stand (arts. 9, 10 and 11) and failure to comply with the rules governing the Stand's activity (art. 12).

In such a situation, the price paid by the Partner shall remain the property of Europa, without prejudice to any compensation due as damages.

In addition, any item (signs, banners, etc.) affixed in violation of these General Terms & Conditions, the Technical Guide or the Safety Regulations, may be removed by Europa at the Partner's expense, risk and peril, without any prior notice being necessary.

18 INSURANCE

Under applicable regulations, at the time Exhibitors send their Order Form or sign the Quote, they are required to purchase comprehensive insurance cover (assurance "tous risques") and civil liability insurance cover from the insurers under the group policy established for the account of Exhibitors and approved by Europa.

The mandatory insurance premium provides covers, up to a value limit which the Partner may increase by paying an additional premium:

1. Displayed goods, Stand fittings and installations.

2. The Partner's civil liability towards third parties.

In the same way that Europa waives any recourse against Exhibitors and their agents (except in the case of malice), any Partner, by the mere fact of its participation in the Event, also waives any recourse against Europa. The special terms of the conditions of the insurance contract are made available to Exhibitors.

Europa represents that it has taken out an insurance policy covering its professional civil and contractual liability in connection with the Event. Europa undertakes to maintain such policy in force for the necessary time and to present a copy of the insurance certificate upon the Partner's simple request.

19 PERSONAL DATA

Each Party shall be responsible for the processing of personal data, for which it shall determine the purposes and means of processing. Each Party undertakes to comply with the obligations relating to its processing, and in particular those defined in French law no. 78-17 of January 6, 1978 (the "Informatique et Libertés" law), as amended, and European Regulation (EU) 2016/679 of April 27, 2016 applicable as of May 25, 2018 (GDPR).

Europa has a Personal Data Protection Policy, the characteristics of which are explained in the document entitled "Privacy Policy" available at <https://www.europa-group.com/en/privacy-policy>.

20 LIMITATION OF LIABILITY

Europa's liability is limited to direct damages (dommages directs) that may result from breaches of its obligations that are duly proven and that are attributable to it, to the exclusion of any indirect loss (préjudice indirect) of any nature whatsoever.

In any case, Europa's liability to the Partner within the framework of the organization of the Event is strictly limited to the total amount of the Partner's order, except in the case of gross or intentional misconduct. In addition, if the Partner receives an indemnity under the insurance that must be subscribed in accordance with article 18, such indemnity shall reduce any amount due by Europa to the Partner to the extent of such indemnity.

21 INTELLECTUAL PROPERTY

The Partner is and remains the sole owner of its corporate name, trademarks and logos, its domain name and the displayed products and equipment displayed.

As the Event is organized by Europa in a spirit of partnership, the Partner grants Europa a right to reproduce and/or represent its identifying elements (name, corporate name, logos and trademarks in particular), as well as all the products and equipment displayed during the Event. This right is strictly limited to what is necessary or useful for the organization, holding and promotion of the Event and its after-effects, namely in particular the reproduction and representation of the identifying elements referred to above on all visuals and media relating to the Event (catalog, Event website, maps and visuals given to visitors, etc.) and exclusively in the form furnished by the Partner.

The Partner shall not use in its documentation, whatever the nature or media, the Event's trademark, logo or visual identity unless it has received Europa's prior authorization.

22 COMPLIANCE WITH REGULATIONS - TRANSPARENCY

The Parties undertake to comply with laws and regulations and with the ethical principles applicable to their respective activities, as applicable, and represent that they meet all the conditions and possess all the authorizations necessary within the framework of the partnership.

In particular, they undertake to comply with the following regulations.

22.1 ANTI-CORRUPTION

The Parties undertake to act in accordance with anti-corruption laws (in particular, the U.S. Foreign Corrupt Practices Act, the UK Bribery Act, and the French "Sapin" laws).

The Parties undertake that they will not make any business gifts and, more generally, not provide any free services to any of the other Party's employees.

22.2 RELATIONSHIPS WITH HEALTHCARE PROFESSIONALS - TRANSPARENCY

The Parties undertake to strictly comply with the regulations applicable to relations with the medical and healthcare professions and to pharmaceutical product and medical device advertising, in particular when organizing the Sessions (see article 13.2 above).

The Parties undertake to comply with any transparency, publication or reporting obligations incumbent upon them under public health regulations. Each Party undertakes to provide the other Party with all information necessary for it to fulfil these obligations.

22.3 LABOR LAW

The Parties undertake to comply with all their labor law obligations. Europa certifies that the services provided to the Partner will be performed by employees who are employed lawfully in accordance with the applicable labor laws. In particular, Europa declares that it is in compliance with the provisions of the French Labor Code applicable to and concerning the prohibition of undisclosed work and the employment of foreigners without a work permit.

23 CONFIDENTIALITY

The Parties guarantee the strictest confidentiality concerning information, data, databases, materials, samples transmitted by one Party to the other and are marked as confidential. The Parties undertake, throughout the duration of the partnership and for a period of five (5) years after it expires, to use these elements only within the framework of the partnership and within the limits agreed upon by the Parties.

24 APPLICABLE LAW AND JURISDICTION

French law applies to these General Terms & Conditions and to the orders placed under these General Terms & Conditions. In the event of any dispute relating to a partnership, the Parties expressly agree that the courts of Toulouse shall have exclusive jurisdiction, even in the case of multiple defendants.