

# NUMERICAL METHODS FOR FINANCE

## NMF 2008 CONFERENCE

### EXHIBITION INFORMATION

#### TABLE TOP DISPLAY

Exhibitors may set up their own free-standing display boards, or synergy folding panel system, provided they are no wider than 1.5m.

Includes:

- \* 1 x 6'x2' Trestle Table covered with baize cloth
- \* A 25-word Exhibitor Company profile included in the on-site Official Programme, which must be submitted by email before 17 May 2008 to [info@conferenceorganisers.ie](mailto:info@conferenceorganisers.ie)
- \* Personalised Badge(s) for one on-site personnel
- \* Morning and afternoon tea/coffee during official breaks

Cost: €500.00

**Note:** Books may not be sent in advance to the Conference Secretariat's office. The Conference Secretariat will automatically refuse to accept any such delivery and no subsequent responsibility whatsoever will be accepted. Access to the table-top display facilities will be available from 09.00 on Wednesday 4 June, and all books must be removed by 13.00 on Friday 6 June 2008.

#### SHARE UNMANNED TABLE TOP DISPLAY

Only one copy of each book or journal will be displayed. No responsibility whatsoever will be accepted for the return of any books, and they will be retained by INCA for their research library. All book(s) must be delivered to the Conference Secretariat's office between Tuesday 27 May and Tuesday 3 June 2008.

On the outside of each box clearly indicate:

- your company's name
- the box number, i.e. box 1 of 2
- the contents are for an unmanned display

Cost: €50.00

**Should an exhibitor wish to attend any of the scientific sessions then the normal registration fee is payable**

#### BOOKING CONDITIONS/GENERAL INFORMATION

1. The right is reserved to increase or decrease the number of exhibition units and/or amend the lay-out of the exhibition.
2. It is the responsibility of the exhibitors to ensure they comply with all Irish government and EU regulations regarding Customs and Excise. We recommend that all exhibitors email: [customsunit2@revenue.ie](mailto:customsunit2@revenue.ie).
3. The rates for the exhibit units include Government tax applicable at time of going to print. However, the right is reserved to pass on any surcharge resulting from any change in Government tax.
4. Neither NCI, nor INCA and/or their agents will accept any responsibility for any loss, damage or injury which may be caused to any of the exhibitor's personnel or goods no matter how caused. **Exhibitors must have public liability insurance cover and produce a copy of their certificate on site to the conference organisers.**
5. In the event that, for whatever reasons, the Conference has to be cancelled, or postponed, the Irish Organising Committee, and/or its agents, will be responsible only for refund of monies received. We recommend that delegates insure themselves for medical and cancellation charges.
6. Exhibitors may not put up any material, by any method including blue tack, on any of the walls in the NCI. Any cost resulting from any damage caused to NCI's walls will be charged out in full to the exhibitor.
7. Exhibitors must comply with all fire, health and safety precautions as instructed by NCI personnel and/or the conference organisers.

#### PAYMENT AND CANCELLATION POLICY

**Payment shall be made according to the following schedule:**

- 100% of charge together with signed Exhibition Agreement

Notification of any cancellation must be sent to the Conference Secretariat in writing. Refunds will be made based on the following schedule:

- On/Before 7 May 2008 50% of total charges
- After 7 May 2008 No refund will be made

Refunds due will be processed after the conference.

#### FOR ADDITIONAL INFORMATION – PLEASE CONTACT

##### Numerical Methods for Finance Conference

Conference Organisers Ltd

Clifton House, Lower Fitzwilliam St, Dublin 2, Ireland

E: [info@conferenceorganisers.ie](mailto:info@conferenceorganisers.ie)

T: +353-1-6620125

F: +353-1-6620126