



16<sup>TH</sup>  
CONGRESS

EUROPEAN SOCIETY FOR PHOTOBIOLOGY



SPONSOR AND EXHIBITOR PROSPECTUS

AVEIRO 2015

AUG 31 - SEP 4

## WELCOME

Dear Prospective Exhibitor or Sponsor:

On behalf of the ESP Executive Committee and the Congress Organizing Committee, we cordially invite you to participate as an exhibitor or sponsor in our **16<sup>th</sup> Congress of the European Society for Photobiology**, which will be held **in Aveiro, Portugal**, from **August 31 to September 4, 2015**.

The ESP [www.photobiology.eu](http://www.photobiology.eu) holds its Congress every 2 years. ESP Congresses constitute an important forum for the dissemination of advanced knowledge and technological development in most photobiological fields of research, for scientific discussions and exchange of new ideas and for establishing new collaborations for future research. Assisted by the contemporary proposals of the ESP Scientific Advisory Board, a scientific program of sessions is crafted on a wide range of topics covering the major streams of the photobiology sciences. This includes timely, cutting edge symposia. Beside the symposia with high profile and emerging invited speakers, there is an attractive range of keynote talks on leading-edge topics, lively poster sessions, and young investigator awardee talk(s). Contributions from young scientists are encouraged in the program. It is an ideal place to meet relevant researchers and present the scientific developments of companies allied to **photobiology, photochemistry, photomedicine, photophysics, phototechnology** and related fields. Besides traditional ways of supporting the Society, the **ESP invites appropriate active participation of industry in symposia, through sponsoring of specific talks.**

In addition to providing an exciting venue for scientific exchange and social interaction with colleague photobiologists, Aveiro is a most attractive place to visit. Aveiro is known as the "Venice of Portugal", surrounded by salt-flats, beaches and lagoons and dominated by the Central Canal running through town where the "moliceiros" (traditional boats) exhibit their elegance and bright colours, often with ingenious decorations. Aveiro has excellent train connections to Oporto or Lisbon (fast trains leave every half-hour to Oporto or every hour from Lisbon), where these two main Portuguese airports are located and served by airlines with direct connections to the main European cities as well as to North and South America. Aveiro also has high accessibility by car due to the excellent motorways connecting the city. Aveiro offers an excellent venue for the ESP Congress, at the extraordinary facilities of University of Aveiro campus.

You should not miss this one-of-a-kind opportunity to communicate your company's message directly to your target audiences. A comprehensive Congress website is under development to keep you and Congress attendees informed of the many facets of this exciting event. Last year, our website received over 250,000 hits in anticipation of the Congress launch, a fantastic way for our sponsors to be visible among our scientific community. Please visit [www.aveiro2015.photobiology.eu](http://www.aveiro2015.photobiology.eu)

Your qualified and stimulating participation is crucial and we are looking forward to welcoming you in **Aveiro**.

Yours sincerely,

Lesley Rhodes (Manchester, UK), ESP President  
M. Amparo Faustino (Aveiro, PT), Local Chair of 2015 Congress  
Adelaide Almeida (Aveiro, PT), Local Organizer  
Francesco Ghetti (Pisa, IT), ESP Treasurer  
Francesca Giuntini (Liverpool, UK), ESP Secretary  
Jacques Piette (Liège, BE), Local Chair of 2013 Congress  
Evelyn Sage (Paris, FR), ESP Past-President  
Rex Tyrrell (Bath, UK), ESP President Elect

## ABOUT THE ESP

The primary aims of the Society are to co-ordinate and promote all aspects of photobiology in Europe in a way which will optimize the achievements of European photobiology across a range of scientific, technological and medical arenas. Such developments include liaison with and encouragement of photobiologists in other parts of the world. These aims are achieved through publication of a peer-reviewed journal, **Photochemical & Photobiological Sciences** (PPS), the organization of a biennial Congress, the holding of regional meetings within Europe, and providing support for meetings outside Europe. Educational opportunities for younger scientists form an important part of the Society's activities and include workshops, exchange study visits between research institutions and scholarship opportunities for attending conferences. ESP is also working towards the establishment of a European Union PhD program. The latest creation of the ESP is a postgraduate Photobiology School inaugurated in June 2010 in Brixen (Italy), and continuing on a biennial basis with great success.

The European Society for Photobiology offers many opportunities for companies interested in reaching the most qualified prospects in the dynamic, interdisciplinary field of Photobiology. The Society is one of the world's largest membership organizations for photobiologists. Among its members are the most prominent, well-funded research scientists in industry, university, private, and government laboratories worldwide. In order to make ESP accessible to all interested photobiologists, we have a renewed website **[www.photobiology.eu](http://www.photobiology.eu)** (through which the biennial congresses and other activities can be accessed), and publish books, a regular newsletter and other materials. ESP also continues to promote joint activities between related societies in the form of co-hosting of symposia at congresses, promoting cross-society contact and collaboration.



## THE ESP 2015's PROGRAMME AT A GLANCE

### Symposia

#### Molecular and Cellular Photobiology

- The application and limitations of broad versus narrow wave-band /action spectra studies in photobiology
- New players in DNA repair and carcinogenesis in response to UVR
- Melanin, melanoma and UV radiation
- Cellular and molecular aspects of photoprotection
- UV and immunomodulation in cancer

#### Environment

- Environmental antimicrobial PDT
- Global change and quantitative modelling of photobiological responses
- Solar energy – biofuels
- Photodestruction of environmental pollutants

#### Photodynamic Therapy (PDT)

- Vascular and immunological aspects of PDT
- Molecular aspects of PDT
- Tissue and cellular resistance to PDT
- Photophysics and photochemistry of PDT
- Biomolecular aspects of topical PDT

#### Photomedicine

- Emerging drug photosensitivity – from chemist to clinic
- New light technologies in cutaneous photodiagnosics and phototreatment
- Research insights and new treatment developments in the photodermatoses
- Photobiological responses in different skin types
- Obstacles and advances in the systemic photoprotection of skin cancer

#### Photosensory Biology

- Plant UVB photoreceptors – orchestration of plant photoprotection
- The blue light syndrome
- New technologies to diagnose and treat blindness

#### Phototechnology

- Molecular engineering and delivery of photosensitisers – structural/functional relationships
- Photofunctional proteins
- Photoluminescent reporters (or Photosensors as indicators) of biochemical processes *in vivo*
- Femtobiology: ultrafast primary aspects in photobiological processes

### Keynote lectures

- **Photomagnetoreception**  
Henrik Mouritsen (Germany)
- **Action spectrum of mutagenesis**  
Hironobu Ikehata (Japan)
- **Cancer theranostics for personalised photomedicine**  
Gang Zheng (Canada)
- **Green Fluorescent Proteins - 20 year history of discoveries**  
Virgile Adam (France)
- **What do population studies tell us about topical photoprotection?**  
Adele Green (Australia)
- **New design of textile light diffusers for photodynamic therapy**  
Serge Mordon (France)
- **Sunlight-induced immunosuppression – how much is attributable to vitamin D?**  
Prue Hart (Australia)



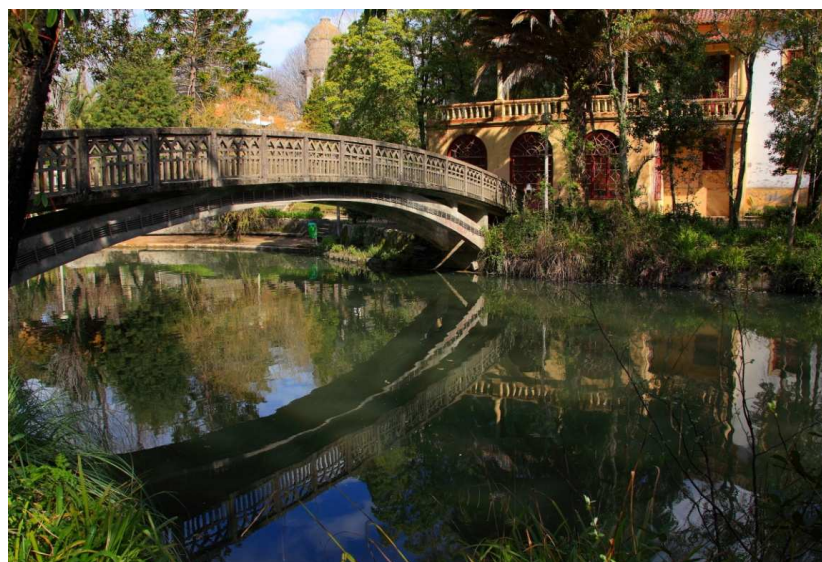
## PHOTOBIOLOGY AT WORK

Photobiology is the scientific study of the interactions of light (technically, non-ionizing radiation) and living organisms. It is broadly defined to include all biological phenomena involving ultraviolet, infrared and visible radiation. The first goal of photobiology is to achieve a better understanding of the basic mechanisms of photobiology; this knowledge can then be used to: (i) Develop ways to control the beneficial effects of light upon our environment; (ii) Promote ways to protect against the detrimental effects of light on biological organisms, including humans; and (iii) Develop photochemical tools and techniques for use in research, medicine, and industry.

Photobiologists work in a wide range of research areas including: Photochemistry, Photophysics, Photosensitisation, Photosynthesis, Photoconversion, Photomorphogenesis, Photosensory Biology, Environmental Photobiology, Chronobiology, Photoprotection, Phototoxicity, Vision, Photomedicine, DNA Damage and Repair, Photocarcinogenesis, Phototherapy, Photodynamic Therapy, Photodermatology, Photoimmunology, Biotechnology.

Due to the multifaceted character of research in photobiology, scientists and physicians in this area have interests in a multitude of devices, medical equipment, photosensitizers and its formulations, antibodies, scientific literature and software. In general, participants will be attracted in instrumentation related to:

- ⇒ Radiation transmission and radiation measurements
- ⇒ UV, infrared and visible light sources
- ⇒ Lasers, monochromators and filters
- ⇒ Fiber optics and radiometers
- ⇒ Photoprotective medicines
- ⇒ Sunscreens
- ⇒ Sunglasses
- ⇒ Signal transduction systems
- ⇒ Microscopes
- ⇒ Imaging, as well as scientific literature, general laboratory and medical equipment, and software.



## HOW WE MARKET THE ESP CONGRESS

Enthusiasm for the ESP Congress has been growing throughout the world as word of the meeting continues to appear in numerous scientific journals and other venues, reaching thousands of basic and applied scientists, industrial scientists, medical physicists, dermatologists, oncologists, neurologists and cardiologists, amongst others. Here is a sample list of how we market “the show” to draw in those select decision-makers.

### Tradeshows/Scientific Conferences

ESP is promoting the conference at several tradeshows/scientific conferences/courses including: photomedicine and phototherapy course in UK, postgraduate Photobiology School in Brixen, and thematic symposiums with other international associations.

### Multiple Adverts in Scientific Journals

ESP is also advertising in relevant scientific journals in the fields of Dermatology, Photobiology, Photochemistry, Photomedicine, Cancer, Diagnostic Imaging, as well as our own monthly journal, *Photochemical & Photobiological Sciences*.

### Public Relations

We maintain an active media contact listing of well over 100 names from newspaper dailies, industry trade publications and news magazines. Media contacts are targeted for customized outreach efforts in order to secure their on-site attendance. Press releases go out on a regular basis as the program evolves and new information on keynote speakers, program sessions and topics are finalized. Media messages are sent out closer to the actual conference event dates. The website of the ESP ([www.photobiology.eu](http://www.photobiology.eu)), recently renewed, is also an open window, where members and non-members can have access to education programs, publications, congresses, sponsorships and all information in the field updated. Our newsletter eYE on eSP, mailed to all ESP members and further afield, is also an opportunity to keep up to date with news and events from the world of Photobiology. eYE on eSP is becoming a reference point for all involved in this field.

### Conference Promotion

The conference is listed under the “Meetings and Conferences” section of numerous professional societies’ websites, including major Photobiology Societies, the Royal Society of Chemistry, the American Society of Chemistry, the European Platform for Photodynamic Medicine, Oncology and Dermatology Societies, the Society of Porphyrins and Phthalocyanines, and the International Photodynamic Association, to name just a few, as well as on commercial websites.



## SPONSORSHIP OPPORTUNITIES

(PRICES ARE IN EUROS AND DO NOT INCLUDE VAT OF 23,25%)

### GALA EVENT

Sponsorship – € 20,000

The main ESP social event, the gala dinner, will be held on Thursday 3 September 2015.

The exclusive Sponsor will receive recognition via signage, logos, and acknowledgment in the final program book.

### CONGRESS FELLOWSHIPS

Sponsorship - € 15,000 (full) - € 7,500 (half)

Student Travel Grants will be awarded to qualifying students, junior scientists and clinical researchers in training, as judged and selected by the ESP Awards Committee. The Sponsor's name will be acknowledged as supporting these travel grants in all conference materials from the time sponsorship is confirmed, in addition to any presentation and publications of the student's supported research. As several students will share the award this is an ideal placement for high visibility.

### WELCOME RECEPTION

Sponsorship - €15,000

The Welcome reception on the evening of 31 August (Monday)

Recognition of sponsorship is by custom signage at the event and notice in program books. Company name/logo will be printed on the invitation card distributed to every attendee and on the napkins.

### BOX LUNCHESES

Sponsorship - € 10,000

Recognition via custom signage at the event and notice in the program books. Company name/logo will be on stickers affixed to the box container and printed on napkins.

### CONFERENCE BAG

Sponsorship - € 10,000

Prominent placing of the Sponsor's name and logo on meeting bags which will be distributed to every attendee upon registration.

### INDUSTRY WORKSHOP

Sponsorship - € 10,000

These workshops will be held during the lunch break and make for excellent opportunities for information exposure to ESP attendees. Recognizing the importance of companies in photobiology science and its many applications, the ESP organizers specify that industry workshops be science-oriented and not merely extensive sales presentations. The meeting room, standard AV equipment, advance registration and notification in conference materials and on the website are included in the sponsorship fee. The Sponsor is responsible for the content, inviting speakers and providing a one-page description for the program materials. ESP reserves the right to refuse content that is not considered appropriate for the Congress.

### LANYARDS

Sponsorship - € 5,000

Lanyards will provide the Sponsor's name and will be distributed to every attendee upon registration.

### PEN AND PAPER PORTFOLIOS

Sponsorship - € 4,000

Attendees will appreciate having paper and pens provided for note-taking at the session-packed conference. Customize the paper and pen with your company name and/or logo.

#### **ESP COMPANY SPEAKER CONTRIBUTION**

Sponsorship - € 2,000

An exciting addition at the forthcoming Congress is the opportunity for corporate sponsors to provide a scientific speaker to talk on their area of interest. They will also be acknowledged through an advertisement in the abstract book as well as on the ESP website homepage.

#### **COFFEE/BEVERAGE BREAKS**

Sponsorship - € 1,500

Sponsor recognition via signage and acknowledgement in the program book.

#### **MESSAGE CENTRE/JOB BOARD**

Sponsorship - € 1,000

Have your company name/logo displayed prominently on both the Message Centre and Job Advertisement Board, centrally located in the conference registration area where it will be seen by all. Taking advantage of the sponsorship opportunities at the 2015 ESP Congress is an ideal way to get your message directly to this targeted audience while show-casing your company's latest developments.

#### **ESP WEBSITE BANNER ADVERTISEMENTS**

Cost - € 5,000 for a 180 pixel wide by 300 pixel tall banner for one year.

#### **CONFERENCE BAG INSERTS**

Cost - € 1,000 for a one-page flyer (up to 8 ½" x 11")

€ 2,000 for an 8 ½" x 11" brochure (up to 8 pages)

Get great visibility for your materials as you secure a preferential spot in the Official Registration Bag given to every conference attendee. Materials must be furnished by the company to ESP for insertion into the bags. Samples of promotional pieces must be forwarded to ESP for prior approval.

#### **HANGING BANNERS AT UNIVERSITY of AVEIRO CONGRESS CENTRE**

Cost – Call Amparo Faustino for current pricing.

Be sure your company name hangs high above the crowd with these four-colour hanging banners.

#### **ADVERTISEMENTS IN PROGRAM BOOK**

Premium placement full-page colour advert: € 2,000

Standard placement full-page colour advert: € 1,000

1/2-page black and white advert: € 500 / 1/4-page black and white advert: € 300

#### **BENEFITS**

All sponsors will benefit from a free membership of the ESP for two years, including free access to the journal *Photochemical & Photobiological Sciences*.





## IMPORTANT DATES IN 2015

### APRIL 1

Completed application and 50% deposit must be received for first-round space assignment consideration

### APRIL 15

Submit blueprints for approval of free-form booth designs

### MAY 6

First-round space assignments made and invoices mailed

-Target floor plan assignments

-Deadline for electronic version of company description for program book

### MAY 13

Deadline for reduction/cancellation of exhibit space (partial refund)

### JUNE 10

Final payment for exhibit space due

Payments and camera-ready artwork due for approved Sponsorships

### JULY 1

Deadline for securing special conference rates at official conference hotels

Deadline for final space assignments

Deadline for advertising in conference program book

### JULY 31

Deadline for Exhibition Badge Order Form

### AUGUST 31

ESP Congress venue opens.

### SEPTEMBER 1-4

Technical Exhibits open at 8:30 daily and closes at 19:00 except on the final day.

## EXHIBIT HOURS

Tuesday, September 1	8:30 to 19:00
Wednesday, September 2	8:30 to 19:00
Thursday, September 3	8:30 to 19:00
Friday, September 4	8:30 to 16:30

## MOVE-IN DATE AND TIMES

Monday, August 31	15:00 to 19:00
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## MOVE-OUT DATE AND TIMES

Friday, September 4	16:30 to 19:00
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## LIST OF CONTACTS:

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## SPACE PRICING & ASSIGNMENT PROCESS

### APPLYING FOR SPACE

Complete and sign the application.

Enclose a 50% deposit along with an electronic version of a company description (100 words or less).

### ESP MEETING EXHIBIT SPACE RENTAL RATES

Floor space rate: € 300 per square meter (plus VAT)

Space size: 3 meters x 3 meters or 9 square meters – minimum or multiples thereof.

Exhibitors are required to order and/or provide an approved display stand as well as floor covering for their space.

### ASSIGNMENT OF SPACE

To maximize your assignment, please return your application by Wednesday, April 1.

A 50% deposit is due with the completed application, signed with a legally competent signature. Late applications will be assigned booth space on a first-come, first-served basis. ESP will assign all exhibit space and reserves the right to change the location of exhibit space at any time in the best interest of the exhibition.

After the application deadline, a floor plan will be devised arranging the available floor space to meet the space requests submitted by exhibitors. Exhibitor preferences for location near or away from other exhibiting companies will be taken into consideration in determining booth location, however such preferences indicated on the application form serve as guidance only and cannot be guaranteed.

**Exhibitors who change the size of their exhibit space are not guaranteed the original location and are subject to relocation by the ESP.**

### BOOTH SERVICES/BENEFITS

One standard booth sign.

24-hour hall security.

Two full conference registrations per 9 square meters (with maximum of 8)

Company listing with description in the official conference program book

### BOOTH REDUCTION OR CANCELLATION

Reductions or cancellation of booth space must be made in writing and received by ESP no later than May 13, 2015. Exhibitors reducing booth space by this deadline will receive the appropriate reduction in booth cost/balance due.

Exhibitors cancelling by this deadline date will receive back all funds paid less a cancellation fee of €100. Exhibitors cancelling after May 13, 2015 forfeit the full exhibit rental and are responsible for paying the remaining balance in full within 30 days of cancellation.



## **RULES & REGULATIONS**

### **1: MEETING SCHEDULE**

The 2015 Congress of the ESP venue opens on Monday, August 31 at 15:00 and adjourns on Friday, September 04 at 18:00.

### **2: EXHIBIT HOURS**

The exhibits will be open to conference registrants and must be fully operational during the conference hours. Exhibits must be staffed during dedicated hours only as outlined in the Final Program.

### **3: EXHIBITION LOCATION**

The ESP Congress will take place in the building of the Complexo Pedagógico at University of Aveiro Campus. The exhibit space will be directly joined to the symposium conference rooms. Coffee breaks will be held in the exhibition location guaranteeing direct contact with the conference registrants. All scientific symposium sessions, exhibits, and posters will take place in the Congress venue.

### **4: EXHIBIT INSTALLATION**

Exhibit space may not be occupied by the exhibitor until all conditions as set forth in these Rules and Regulations are met. All power tools and equipment used in the installation of exhibits must be operated in compliance with safety guidelines, as prescribed by recognized authorities, for the protection of the operator and others working in the vicinity.

All high work, including the installation and adjustment of all supplemental lighting, requiring cranes and hydraulic lifts, must be completed during the exhibitor's target move-in schedule.

General setup for the ESP meeting will begin on Monday, August 31 at 15:00 and all exhibits must be fully operational by 19:00 that evening. After this time, no installation work will be allowed without special permission from ESP.

No one under 18 years old is permitted in the exhibit hall during installation or dismantling hours.

### **5: DISMANTLING/EXHIBIT REMOVAL**

All dismantling of exhibits must be done during the times indicated for move-out. No exhibit can be dismantled prior to the official closing time. It is the responsibility of the exhibitor to remove all materials from the exhibit hall by the specified deadline. Failure to remove exhibits will result in removal arranged by ESP at the exhibitor's expense.

### **6: EXHIBIT DESIGN/CONSTRUCTION**

#### **A. General Requirements**

All exhibits must conform to and enhance the professional, educational and instructional atmosphere of the conference.

Exposed parts of any display must be finished so as not to be objectionable to other exhibitors or to ESP. Exhibitors must provide, at their own expense, appropriate display stands, components, furniture and floor covering as required.

Exhibitors may not hang their signs or attach any part of their exhibit to the Congress centre structure. Hanging signs are not permitted with the exception of sponsored ESP banners.

#### **B. In-Line Exhibits**

(3 meters x 3 meters or multiples thereof)

The minimum space is 9 sq m. In-line display stands may not exceed a height of 2.5 m so as not to block the view or impede the sight lines of adjacent exhibits.



**C. Free-Form Exhibits (“islands”) (36 square meters)**

ESP will consider free-form designs and their effect on surrounding exhibits as factors in assigning exhibit space. Regulations governing such exhibits are the following:

1. All free-form exhibits should have access from all four sides. For an exhibit with limited access, the exhibit booth space assignment will be at the discretion of ESP.
2. No part of any free-form exhibit may exceed a height of 3 m from the floor of the exhibit hall.
3. Detailed blueprints that clearly show height and distance from the perimeter of each element of the display, including furniture and equipment placement, as well as the site and nature of any audio presentation, are required to be provided to ESP no later than March 30, 2015. If an exhibitor fails to submit blueprints by this deadline, and the exhibit does not comply with ESP’s Rules and Regulations, ESP reserves the right to fine the non-compliant exhibitor, close the exhibit and exclude the exhibitor from any future ESP conferences.
4. All stands and stand material must comply with local fire regulations as outlined in the Exhibit Service Kit.

**7: CARE OF EXHIBIT SPACE**

The exhibitor must, at their own expense, maintain and keep their exhibit clean and in good order in accordance with these Rules and Regulations and all other applicable rules and ordinances.

**8: BOOTH EQUIPMENT AND SERVICES**

Each exhibitor who has completed an application for exhibit space and sent in the 50% deposit will receive an Exhibitor’s Service Kit after June 10, 2015. The Exhibitor’s Service Kit will include forms to rent booth stands, furniture, accessories, signage and services such as floral, internet, electricity, photography and security.

**9: SHIPPING**

Complete shipping information will be included in the Exhibitor Service Kit.

**10: STORAGE**

There is no crate or product storage permitted within the Congress venue. All crate storage will be off premises. No storage is permitted in aisles behind in-line booths. See the Service Kit for prices and procedures.

**11: DAMAGE TO EXHIBIT FACILITIES**

The exhibitor must leave the occupied space in the same condition as it was received. The exhibitor or agent shall not injure or deface the walls, columns or floors of the Congress center, the booths or the equipment or furniture of the booth. When such damage occurs, the exhibitor shall be liable to the owner of the property so damaged.

**12: PHOTOGRAPHY/VIDEOTAPING**

Exhibitors are allowed to photograph, videotape or mechanically record their company’s booth during regular floor access hours for exhibitor personnel, without the use of additional electrical lighting. This does not include setup and dismantle hours. Exhibitors may not photograph or videotape another exhibitor’s display without permission from that exhibitor.

**13: FUNCTION SPACE**

Small conference rooms at the Complexo Pedagógico Building, as per availability, may be booked for company meetings or more focused discussions with clients. Functions will not be permitted during the scheduled programming but can be held during lunch breaks (with non-attendees only), free evenings and in the mornings before the sessions begin. Private

consultation with clients may take place at any time. The company will be responsible for contracting for audiovisual, food and beverage and extraordinary setups required. There is a € 750 fee for the space.

#### **14: EQUIPMENT OR PRODUCT PRESENTATIONS OFF EXHIBIT FLOOR**

Equipment or product presentations to Congress attendees or guests by exhibitors other than on the exhibit floor are expressly prohibited.

The only exception will be ESP-sanctioned Users' Meetings.

#### **15: CANCELLATION OF EXHIBIT CONTRACT**

Exhibitors who provide written notification of cancellation on or before May 13, 2015 will have any fees collected returned, less a € 100 charge.

Exhibitors who cancel after May 13, 2015 will not receive a refund and are responsible for payment of the full exhibit fee within 30 days of cancellation.

Failure to remit the balance due on the booth rental fees within 30 days of date of invoice constitutes cancellation of contract, and will be considered a "Late Cancellation," and treated as outlined above.

Space not occupied by 16:30 on Monday, August 1, 2015 for the ESP Meeting will be forfeited by the exhibitor and the space may be resold, reassigned or used by ESP without refund, unless prior approval has been obtained in writing. If the exhibitor is on hand, ESP may assign labour to set up any booth that is not in the process of being erected by the given deadline and to instruct that the exhibitor is billed for all charges.

In all cases, the exhibitor agrees that ESP will have the right to use the booth space as it sees fit, including the selling of space to another exhibitor without any refund to the cancelling company.

#### **16: EXHIBIT HALL ATTENDANCE**

Name badges are produced using the company name submitted on the application. The official ESP meeting badge must be worn at all times while in the exhibit hall.

Exhibitors are entitled to a certain number of complimentary badges based on the size of their exhibit space rented, with a maximum of 8. The policy is listed below:

- 9 square meters (10'x10' equivalent) = 2 complimentary badges
- 18 square meters (10'x20' equivalent) = 4 complimentary badges
- 27 square meters (10'x30' equivalent) = 6 complimentary badges
- 36 square meters (20'x20' equivalent) = 8 complimentary badges

All other badges will be billed at the conference at exhibitor registration rate of € 550 plus VAT for the ESP Meeting. These badges will permit entrance into the exhibit hall, all scientific sessions, and the Welcome Reception and Thursday night Gala event. An exhibitor badge registration form will be sent to the exhibitor with the confirmation receipt of exhibit space rental agreement. Exhibitors may also access the online exhibitor registration system and register their onsite personnel. Please note: In the online system, the key registration identifier is a unique email address. Each registrant must have his/her own email address. Deadline for exhibitor badge registration is August 8, 2015.

Badges ordered in advance will be held onsite for pick-up by the official company representative or the individuals themselves. New or changed badges requested after the registration deadline as well as badges requested on-site cost an additional € 15 per badge.

There will be a One-Day Exhibit-Hall-Only Pass available for first-time visitors at € 100 plus VAT each. Through this, exhibitors may encourage potential customers to come and visit the technical exhibition and see first-hand all the latest technological advances in photobiology, photochemistry and photomedicine.

ESP reserves the right to refuse admittance to or to eject from the exhibit hall any objectionable or undesirable person.

#### **17: WORK BADGES**

Unregistered exhibitor personnel and exhibitor-appointed contractors who wish to obtain access to the exhibit floor during installation and dismantling hours will be required to show proof of affiliation with the exhibiting company or exhibitor-appointed contractor to receive a work pass.

Work passes will be available at either the Exhibitor Service Desk or the Exhibitor Registration area during installation and dismantling hours noted on page 10.

Work badges are not valid during exhibition hours. Individuals will be asked to leave the floor and register as a technical exhibitor for that specific exhibiting company. Please send a note to the local organizing chair – Amparo Faustino - with the number of work badges you will need and, if known, the names of the workers.

#### **18: SECURITY**

Each exhibitor is responsible for safeguarding their goods, materials, equipment and exhibit at all times. Perimeter guard service will be provided for the exhibition period, but neither the guard service nor ESP nor University of Aveiro will be responsible for loss of or damage to any property.

Individual booth security can be ordered through the Exhibitor Service Kit.

#### **19: INSURANCE**

It is the sole responsibility of the exhibitor for any damages, claims, losses, liabilities or expenses arising from any injury to any person or property that arises out of or is in any manner connected with the exhibitor's participation in the 2015 ESP meeting, including their indemnity obligations. Exhibitors shall, at their own cost and expense, provide General Liability Insurance in an amount not less than €1,000,000. The insurance should recognize the ESP and University of Aveiro as additional insured parties. Exhibitors must provide a certificate of insurance by July 15, 2015. By signing the Exhibit Space Application, the exhibitor agrees to protect, indemnify, defend and hold harmless the ESP and University of Aveiro from and against any and all liabilities, losses, damages, suits, claims, demands, costs and expenses, which may arise or result in any way from the wrongful or negligent acts of the exhibitor, their agents, contractors and employees. In no event shall the ESP or the University of Aveiro be liable to the exhibitor for loss of business, or business opportunities, or for any other type of direct or consequential damages alleged to be due under any claim. For purposes of this paragraph, the parties indemnified and insured shall include the ESP and University of Aveiro, their officers, directors, members, agents and employees.

#### **20: ANIMALS**

No live animals are permitted on the premises.

#### **21: PENALTIES FOR VIOLATION OF CONFERENCE RULES**

Violations of the Rules and Regulations can result in ESP reserving the right to fine the non-compliant exhibitor, close its booth and exclude the exhibitor from any future ESP events.

#### **22: CANCELLATION POLICY**

It is mutually agreed that in the event the 2015 ESP meeting is cancelled in whole or in part, or its scheduled opening is cancelled or delayed, due to fire, explosion, strike, freight embargo, act of God, act of public enemy, act of war, war, act of terrorism, civil disturbance, act of any government, de jure or de facto, or other government declaration or regulation, epidemic or other event over which the ESP or University of Aveiro has no control, then the exhibitor contract may be immediately amended by the ESP, and the exhibitor hereby waives any and all claims against the ESP for damages, reimbursement, refund or compensation. At the sole

discretion of ESP, exhibitor refunds, if any, will be determined after deduction of any incurred expenses by ESP as deemed necessary in connection with the technical exhibition. ESP shall not be financially liable in the event the Congress/exhibition is interrupted, cancelled, moved or rescheduled as outlined above.

### **23: HOTEL RESERVATIONS**

Exhibitors are encouraged to stay at one of the numerous official Congress hotels, all located within easy walking or travelling distance of the Congress Centre at the Aveiro University. Please visit the Housing section of the Congress website for complete listing of official hotels and pricing. The deadline for exhibitor hotel reservations is June 30 2015. When reserving your room via the online reservation system, make sure you select “Exhibitor” under the type of attendee drop-down list.



## CAMPUS MAP



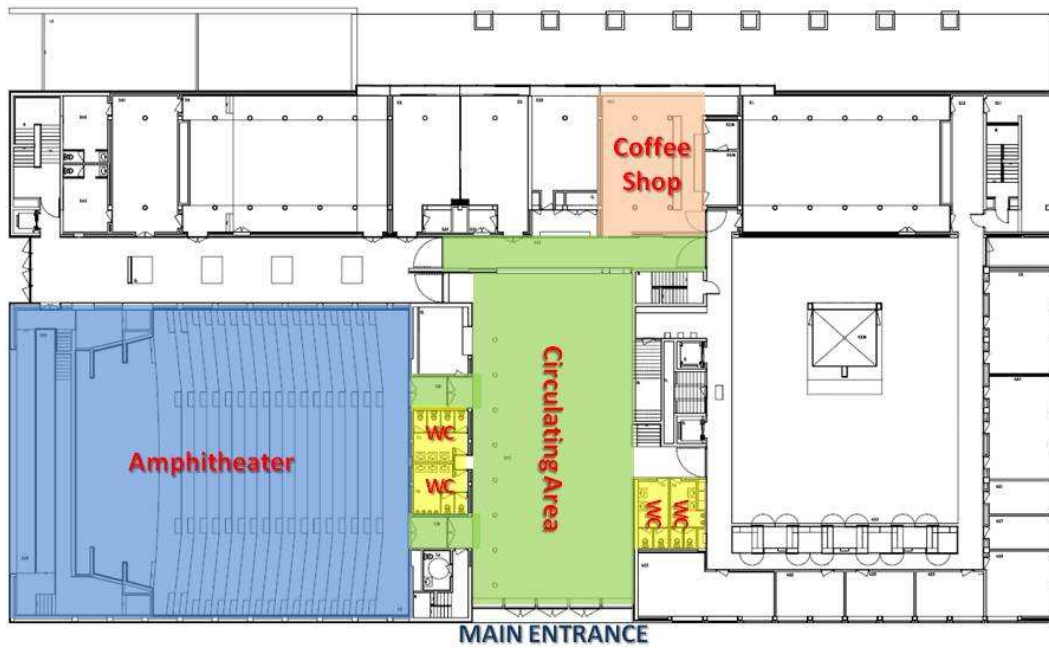
### Legenda

- |                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                                                                      |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| 1 CEMED – Centro Multimédia e de Ensino à Distância; Incubadora de Empresas; UNAVE – Associação para a Formação Profissional e Investigação; Jardim Infantil e ATL; CESAE; CECTAS                                                                   | 13 Departamento de Física                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | 27 Centro de Computação; Centro de Informática e Comunicações da UA  |
| 2 Departamento de Línguas e Culturas                                                                                                                                                                                                                | 14 Laboratório Central de Análises                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 28 Secção Autónoma de Engenharia Civil                               |
| 3 Escola Superior de Saúde; Secção Autónoma de Ciências da Saúde                                                                                                                                                                                    | 15 Departamento de Química                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         | 29 Complexo de Laboratórios Tecnológicos                             |
| 4 Departamento de Electrónica e Telecomunicações                                                                                                                                                                                                    | 16 Departamento de Geociências                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                                                                      |
| 5 CIFOP – Centro Integrado de Formação de Professores; Departamento de Didáctica e Tecnologia Educativa; Mediateca; Sala Universitária                                                                                                              | 17 Biblioteca; Serviços de Documentação; Sala de Exposições Hélène de Beauvoir                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | A ISCAA - Instituto Superior de Contabilidade e Administração        |
| 6 Serviços de Acção Social; Refeitório de Santiago; Balcão de Correios; Agência Bancária; Caixa Multibanco (ATM); Loja de Informática; Quiosque; Centro de Cópias; Lavandaria; Papeleria; Snack-Bar; Posto de Atendimento e Loja da AAUAV; Florista | 18 Departamento de Ciências da Educação                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            | B Residência de Estudantes                                           |
| 7 Departamento de Ambiente e Ordenamento                                                                                                                                                                                                            | 19 IT – Instituto de Telecomunicações                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | C Residência de Docentes, Funcionários e Estudantes de Pós-graduação |
| 8 Departamento de Biologia                                                                                                                                                                                                                          | 20 EETA – Instituto de Engenharia Electrónica e Telemática de Aveiro                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               | D IDAD – Instituto de Ambiente e Desenvolvimento                     |
| 9 Departamento de Engenharia Cerâmica e do Vidro                                                                                                                                                                                                    | 21 Departamento de Comunicação e Arte                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | E Pavilhão Polidesportivo Aristides Hall                             |
| 10 Departamento de Economia, Gestão e Engenharia Industrial                                                                                                                                                                                         | 22 Departamento de Engenharia Mecânica                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | F Snack-bar; Self-service; Restaurante Universitário                 |
| 11 Departamento de Matemática                                                                                                                                                                                                                       | 23 Complexo Pedagógico, Científico e Tecnológico                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | G Creche e Jardim Infantil                                           |
| 12 Secção Autónoma de Ciências Sociais, Jurídicas e Políticas                                                                                                                                                                                       | 24 Livraria e Sala de Exposições                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | H Centro de Cópias                                                   |
|                                                                                                                                                                                                                                                     | 25 Edifício Central e da Reitoria; Reitoria; Administração; Conselho Científico; Conselho Pedagógico; Gabinete de Cooperação para o Desenvolvimento; Gabinete de Estágios e Saídas Profissionais; Gabinete de Gestão de Informação; Gabinete Pedagógico; Gabinete de Qualidade, Avaliação e Procedimentos; Gabinete de Relações Internacionais; Instituto de Formação Inicial Universitária; Instituto de Formação Pós-Graduada; Programa Aveiro-Norte; Serviços Académicos e Administrativos; Serviços Financeiros e Património; Serviços de Relações Externas; Serviços Técnicos | I GRE-IUA – Grupo Experimental de Teatro da UA                       |
|                                                                                                                                                                                                                                                     | 26 Departamento de Biologia                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        | J Depósito de Água                                                   |
|                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | K Praça de Alajalmo                                                  |
|                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | L Ponte Pedonal                                                      |
|                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | M Refeitório do Crasto                                               |
|                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | N Casa do Estudante: sede da AAUAV – Associação Académica da UA      |
|                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | O Estação Meteorológica                                              |
|                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | P Parque de Estacionamento                                           |
|                                                                                                                                                                                                                                                     |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Q Fábrica Centro de Ciência Viva                                     |



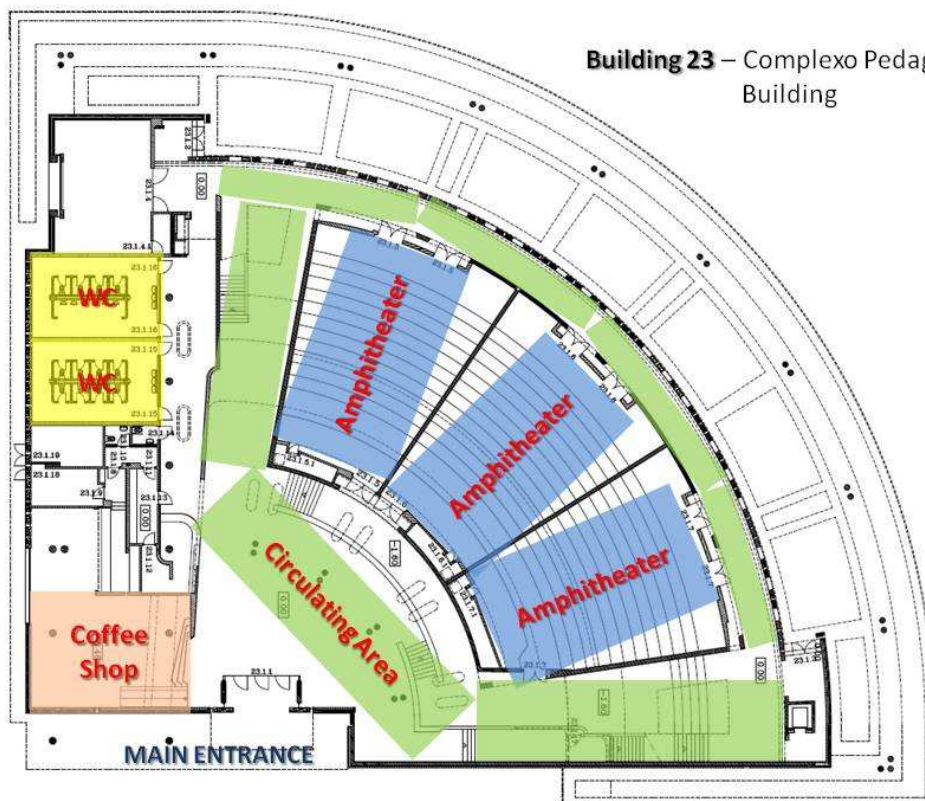
Keynote lectures will be delivered in the Rectory building

**Building 25** - Rectory



Parallel Symposia will be held in the Complexo Pedagógico building

**Building 23** – Complexo Pedagógico Building



Aveiro, August 31 –September 4, 2015

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