



13 **th** **ECNDT**
3-7 JULY 2023 | LISBON

SPONSORSHIP & EXHIBITION OPPORTUNITIES MANUAL

This document provides information for sponsors and exhibitors participating in ECNDT 2023

INFORMATION FOR SPONSORS AND EXHIBITORS

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INVITATION

Welcome to ECNDT 2023! **The 13th European Conference on Non-Destructive Testing** **Lisbon, Portugal – 3-7 July 2023**

The Portuguese Society of NDT FSEND-RELACRE has the honor to host the European Conference of NDT to be held on 3rd-7th July 2023 in Lisbon, Portugal, being the biggest challenge of its short life as NDT Society.

This event has a high impact showing the importance of this sector of the economy, being the moment in which the community of NDT (Academia, Inspection Companies, Accredited Laboratories, Industry, Works of Art and Suppliers of Equipment) shows the diversity of its activity and competence to ensure safety. It is, also, the opportunity for networking and to get in touch with the state-of-art of research activities and equipment of the European and World NDT Community.

The testing, inspection, and certification (TIC) market is expected to increase from 160 thousand million EUR in 2018 to 205 thousand million EUR by 2023, at a CAGR (compound annual growth rate) of 5% between 2017 and 2023.

The venue will take place at the Congress Centre of Lisbon, a privileged area of the City, next to Tagus river and between downtown and the historical area of Belém.

The City of Lisbon has ancient traditions and a long History. An old legend tells the City was founded by the Greek hero Ulysses, and like Rome, its original settlement was surrounded by seven hills. Archaeological research found traces of Phoenician and Carthaginian civilizations since 1200 BC (Phoenicians called the City Alis Ubbo, meaning "delicious margin"). The Greek settlement was the major one, giving the name "Olisipo" to the city from which the present name derived, followed by the Roman settlement, who arrived in the year 218 BC and gave the City, the name of "Felicitas Julia Olisipo".

Since then, Lisbon became multicultural, distinguished by its peculiar cultural identity: the Tagus river, the Manueline architecture, born of the will of king Manuel I and the creative genius that lived in Portugal in the XVI Century, the era of the Portuguese Maritime Discoveries (Belém Tower, Jerónimos Monastery and the surprise of Sintra, land of Kings and Poets), the Downtown - Baixa Pombalina - (built after the great earthquake of 1755), the color and light of the City, the fado as the typical Lisbon song and many other things to discover.

Come to Lisbon to experience the magnificent hospitality of our people and visit every corner of the City!

Bento Ottone Alves
President of ECNDT 2023

CONGRESS ORGANISERS

Congress Organising Committee

Bento Alves (Chairperson)

Álvaro Ribeiro

Ana Duarte

António Acácio Lima

Cláudia Almeida

José Roseiro

Luís Vieira Gomes

Pedro Capelinha

Paulo Tenera

Scientific Programme Committee

Artur Lopes Ribeiro – Instituto Superior Técnico

Helena Geirinhas Ramos – Instituto Superior Técnico

Jaime Santos – FCT-Univ. Coimbra

Mário Santos – FCT-UNL

Miguel Machado – FCT-UNL

Telmo Santos – FCT-UNL

For all communications related to Sponsorship & Exhibition please use the dedicated **ECNDT 2023** e-mail address of the Professional Congress Organiser – AIM Group International (Lisbon Office): ecndt2023.expo@aimgroup.eu

Professional Congress Organiser:



AIM Group International - LISBON OFFICE

Avenida Conde de Valbom 6, 5th floor - 1050-068 Lisbon, Portugal

Direct +351 213 24 50 62; Fax +351 213 24 50 50

ecndt2023@aimgroup.eu

www.ECNDT2023.org

RELACRE – Association of Accredited Laboratories of Portugal

Portugal's accession to the European Economic Community, in 1986, refocused Portugal's economic interest in the European market. Their integration into a new context of free movement of products accompanied by the increasing harmonization supported by technical regulations and compliance requirements has underlined the importance of laboratories activity.

This new reality soon highlighted the need for the creation of an organization that would allow the laboratories to be brought together in a network, promoting dialogue for technical and economic strengthening, promoting their skills and competences and establishing conditions for their competitiveness in this demanding market.

This same purpose at European level was the origin of the creation of EUROLAB, which took place on April 27, 1990, with the participation of Portugal through the Portuguese Quality Institute [IPQ].

Since then, there has been a need to create an entity in the country capable of representing Portuguese laboratories at EUROLAB, and IPQ has promoted a Forum of public and private laboratories, accredited or interested in accreditation, to form an Association of Laboratories, whose deed took place on May 9, 1991, under the name of RELACRE - Association of Accredited Laboratories of Portugal, to which 21 entities with accredited laboratories joined.

Throughout its existence, RELACRE has guided its action towards fulfilling this important mission of supporting and representing the laboratory community, adjusting its field of action to the growing needs presented by the laboratories, aware of its role in society.

PROGRAMME STRUCTURE

ECNDT 2023 - PROGRAMME GRID
MONDAY, JULY 3
Set up - Exhibition area
TUESDAY, JULY 4
Set up - Exhibition area
WEDNESDAY, JULY 5
Set up + Congress
THURSDAY, JULY 6
Congress
FRIDAY, JULY 7
Congress + Dismantling

LISBON CONGRESS CENTRE

For information on the Lisbon Congress centre visit:
<https://lisbonvenues.pt/en/lisbon-congress-center/>

Images of the venue, exhibition area and lecture halls

Exterior



Exhibition areas



Lecture halls



SPONSOR PACKAGES

ECNDT 2023 has different levels of sponsorship – Platinum, Gold, Silver and Bronze

There may be multiple sponsors at each level except for Platinum level (exclusive sponsor)

Sponsors who apply early will have the following important benefits and advantages on exhibition booth location:

- Higher level sponsors will have priority in location of exhibition booths, following confirmation of application form and payment.
- Applications within the same sponsoring level will be ranked in the order of receipt from the earliest to latest and payment;
- Later applications will be handled subject to availability of exhibition floor space.

It is important that ECNDT2023 receives applications as soon as possible in order to include sponsors in the promotional activities to delegates.

PLATINUM

€35 000

BENEFITS

Exclusive to one sponsor!

- Acknowledged as conference main sponsor.
- Meeting room for 3 days (max. 40 seats in theatre style).
- 50% discount on the exhibition space with priority choice of location.
- Company logo with link to company website on the conference website.
- Full page advertisement on the back cover (4th cover) in the final program.
- Listing of the sponsor's company name, logo and sponsorship in the final program.
- Bag insert – one brochure (maximum 6 pages) per bag (subject to approval from the organizing committee). Production costs are not included.
- 4 Full Conference delegate registrations.
- 2 Exhibitor badges.
- 2 Gala Dinner tickets.

GOLD

€25 000

BENEFITS

- 30% discount on the exhibition space. Second choice of location (if more than 1 gold sponsor priority given to the company when more than one gold sponsor 1st priority falls on first signed contract).
- Meeting room for 2 days (max. 30 seats in theatre style).
- Company logo with link to company website on the conference website.
- Full page advertisement in the Final program (artwork supplied by company).

- Listing of the sponsor's company name, logo and sponsorship in the final program.
- Bag insert – one brochure (maximum 4 pages) per bag (subject to approval from the organizing committee). Production costs are not included.
- 3 Full Conference delegate registrations.
- 2 Exhibitor badges.
- 2 Gala Dinner tickets.

SILVER

€15 000

BENEFITS

- 20% discount on the exhibition space.
- Meeting room for 1 day (max. 20 seats theatre style).
- Company logo with link to company website on the conference website
- Half page advertisement in the Final program (artwork supplied by company).
- Listing of the sponsor's company name, logo and sponsorship in the final program.
- Bag insert – one brochure (maximum 2 pages) per bag (subject to approval from the organizing committee). Production costs are not included.
- 2 Full Conference delegate registrations.
- 1 Exhibitor badge.
- 1 gala dinner ticket.

BRONZE

€5 000

BENEFITS

- 10% discount on the exhibition space.
- Company logo with link to company website on the conference website.
- Listing of the sponsor's company name, logo and sponsorship in the final Program.
- 1 full conference delegate registration.
- 1 Exhibitor badge.

*All rates exclude local VAT (23%)

OTHER SPONSORSHIP OPPORTUNITIES

The sponsorship opportunities below will be available to sponsors and exhibitors for an additional fee, subject to availability. Where applicable, companies will bear production costs in addition to the sponsorship fee.

ECNDT2023 will be pleased to discuss alternative sponsor opportunities – please contact the Exhibition Team: ecndt2023.expo@aimgroup.eu

- **Badge Lanyards** (€ 10.000,00 production costs not included)
- **Conference Bags** (€ 12.000,00 production costs not included)
- **Lunch in Exhibition Area** (€ 8.500,00 logo printed in menus, per lunch)
- **Logo in website** (€ 1.000,00 with hyperlink to company's website)
- **Bag Insert** (€ 3.000,00 max. 4 pages)
- **Advert in Final Programme:**
 - 2nd cover (inside front cover) - € 3.500,00
 - 3rd cover (inside back cover) - € 5.000,00
 - Full Page - € 2.500,00
 - Half Page - € 1.500,00
 - Company Logo only - € 600,00

*All rates exclude local VAT (23%)

GENERAL INFORMATION

Access the **ECNDT2023.org** to apply!

Applications for Sponsors and Exhibitors must be made Online using the SPONSORS & EXHIBITORS APPLICATION FORM available in the website at www.ecndt2023.org.

Quick step online application procedure – all information is available at the ECNDT2023 website. For additional information or queries please contact the Exhibition Team ecndt2023.expo@aimgroup.eu

Simplified Online Application Procedure:

Access the congress website Sponsors & Exhibitors menu

Choose your type of participation:

- **I WANT TO BE A SPONSOR-EXHIBITOR OR EXHIBITOR ONLY**
- **I WANT TO BE A SPONSOR ONLY**

Follow the instructions:

- **For Sponsors-Exhibitors & Exhibitors** – apply online for sponsorship and select your exhibition slot in one go:

Download and fill in the Sponsors & Exhibitors Application Form

Apply online:

- mouse over the exhibition floorplan to see available stand slots
- select an available stand slot and click next
- fill in your company details and upload your application form
- submit your application
- retrieve your automatic submission email for future correspondence

- **For Sponsors Only** (no exhibition slot) – apply online for your sponsorship:

Download and fill in the Sponsors & Exhibitors Application Form

Apply online:

- fill in your company details and upload your application form
- submit your application
- retrieve your automatic submission email for future correspondence

Important Information:

- The ECNDT2023 Exhibition Team will be in touch with you soon to finalise your submission request.
- Sponsorship and exhibition slots will be allocated on a first come first served basis (payment confirmation required)
- Platinum and Gold sponsors have priority on choice of location
- Limited spaces available
- For any additional information and/or queries please contact the Exhibition Team ecndt2023.expo@aimgroup.eu

Once submitted your Application Form this agreement will remain in full force and effect in case of merger or acquisition of the contracting company.

Companies are not permitted to organize events in Lisbon during the period extending from 3 days before the official start of the conference (Friday 30th June 2022) until and including the last day of the week in which the conference is held (Sunday 9th July 2023). Unofficial sponsor sessions and other external meetings are not permitted.

Payment Policy:

All payments must be made in EUROS and added local VAT (23%) where applicable.

An invoice will be issued upon receipt of the completed Application Form with the following payment conditions:

40% - with confirmation

40% - by 1st June 2022

20% - by 31st January 2023

Cancellation Policy:

Cancellations and changes to your original booking must be made in writing to ecndt2023.expo@aimgroup.eu

Cancellation Fees:

Until 31st January 2023 - 50% refund (less €60,00 administrative fee)

From 1st February 2023 – 100% of cancellation fee will be applied.

EXHIBITION PACKAGES

EXHIBITION SLOT – RAW SPACE

Raw Space with minimum 6 sqm (3x2m)	Regular Fee Until 28th Feb. 2023	Late Fee From 1st March 2023
SQM	€ 480,00/ sqm	€ 600,00/ sqm

Exhibition Slot – Raw Space Package includes:

- 1 Exhibitor Badge
- Company listing in the final programme

Space **does not** include electrical connection, consumption or other materials.

EXHIBITION SLOT – SHELL SCHEME

Shell Scheme	Regular Fee Until 28th Feb. 2023	Late Fee From 1st March 2023
6 sqm (3x2m)	€ 3.800,00	€ 4.600,00
9 sqm (3x3m)	€ 5.700,00	€ 6.900,00

Shell Scheme Package include:

- 1 Exhibitor Badge
- Company listing in the final programme

Structure:

- Aluminium frame construction, White walls panels.
- Flameproof Carpeting
- 2 spotlights
- 1 triple socket (Power is not included)
- 1 double sided fascia with company name (max 20 letters)

- 1 round table & 2 chairs
- 1 waste bin

*All rates exclude local VAT (23%)

EXHIBITORS

Interactive exhibition floorplan available at <https://ecndt2023.org/sponsors-exhibitors/exhibition-hall-floorplan/>

All sponsorship and exhibition related requests and services must be made exclusively to the Organising Secretariat via Exhibition Manual available online from 1st June 2022.

Cancellation Policy:

Cancellations and changes to your original booking must be made in writing to ecndt2023.expo@aimgroup.eu

Cancellation Fees:

Until 31st January 2023 - 50% refund (less €60,00 administrative fee)

From 1st February 2023 – 100% of cancellation fee will be applied.

Payment Policy:

All payments must be made in EUROS and added local VAT (23%) where applicable. An invoice will be issued upon receipt of the completed Application Form with the following payment conditions:

40% - with confirmation

40% - by 1st June 2022

20% - by 31st January 2023

TERMS AND CONDITIONS FOR SPONSORS & EXHIBITORS

1. Application for Sponsors and Exhibitors

In order to be considered as a Sponsor and/or an Exhibitor, an online application form must be completed and signed by a legally competent individual, and uploaded on the ECNDT2023 website before any relevant deadlines. However, submitting your Application Form does not constitute a formal agreement that the Sponsor/Exhibitor will be accepted. Contractual Conditions are constituted only after ECNDT2023 has sent written confirmation of acceptance to the Sponsor/ Exhibitor. In case of acceptance, Sponsors/Exhibitors will be bound by the Terms and Conditions for Sponsors & Exhibitors.

ECNDT2023 reserves the right to refuse any application to sponsor/exhibit without giving cause. Exhibition space is allotted according to the terms and conditions as listed in the Information for Sponsors & Exhibitors. ECNDT2023 may exclude any company that violates the directives of the congress from the exhibition. Such companies are liable for the entire payment, and for all incidental expenses including any value added tax. All oral agreements, special permissions and special arrangements are valid only upon receipt of written confirmation.

2. Obligations and Rights of the Exhibitor

Exhibition booths may only be used for exhibiting and advertising the Exhibitor's own products, materials or services. Advertising materials may be distributed only within the confines of the booth. Any promotion outside the respective exhibition space is forbidden (such as distributing flyers etc.). The partial or complete subleasing or otherwise relinquishing of a booth to a third party, as well as private agreements for switching booths or floor space between two exhibitors is prohibited. ECNDT2023 reserves the right to enter any booth at any time. Booths need to be occupied during exhibition hours. The exhibition halls are to be used only during regular opening hours. It is strictly forbidden for companies, which are not exhibitors, to advertise in any way in the exhibition hall or in the entrances to the exhibition hall.

3. Obligations and Rights of the ECNDT 2023

ECNDT2023 reserves the right to revise the time and location of the exhibition or to shorten the duration of the exhibition. Any change regarding the time and duration of the exhibition does not entitle the sponsor/exhibitor to cancel the

contract nor to request a fee reduction or to put forward a claim for damages incurred by these changes.

4. Liability Insurance

The Organiser provides third party insurance at the Congress site. Equipment and all related display materials installed by Exhibitors are not insured by ECNDT2023 or Congress Centre and they will under no circumstances be liable for any loss, damage or destruction caused to equipment, goods or property belonging to exhibitors. The Exhibitor agrees to be responsible for their property and personnel, and for the property and personnel of any third party who may visit their space to be covered by full and comprehensive insurance, The COC is not liable for any injuries to the personnel of sponsors/exhibitors attending the meeting.

5. Set-up of exhibition booths

To ensure the smooth running of the congress, Sponsors/Exhibitors must obey all directives and instructions of ECNDT2023 and congress venue staff regarding the use of booths, their decoration, the use of self-designed and self-constructed booths, and the fitting and furnishings of the booths. Before setting up their booths / displays / installations, Exhibitors must first contact ECNDT2023 (ecndt2023.expo@aimgroup.eu), and reconfirm placement of the booth as well as inform themselves of any special regulations relating to their booth. For any variation from this norm, specific permission must be obtained in advance from the Professional Congress Organiser (ecndt2023.expo@aimgroup.eu). Written permission also needs to be obtained for any changes in the size or structure of the floor space, or for any changes to any additional rented objects/facilities.

Booths must be set up and completed during the timeframe designated. An Exhibitor or advertising company contracted by the Exhibitor who wishes to set up a booth or exhibit of their own design and construction must first submit sketches and plans with a statement of colour schemes of such a booth or exhibit to ECNDT2023. ECNDT2023 reserves the right to demand changes in such booths or exhibits should safety regulations, technical requirements, or the responsibility of preserving or obtaining the best possible overall image for the exhibition, as judged by ECNDT2023 and congress venue, so require. The side and back walls of all stands should be finished on the outside as well as the inside. Exhibitors must avoid obstructing the view of or access to neighbouring booths. Special care must be taken to avoid the use of lights or spotlights that may annoy visitors or neighbouring booths. Should an Exhibitor not follow the directives of ECNDT2023 or not carry out such directives within a reasonable time, the PCO reserves the right to take the necessary steps at the cost of the Exhibitor. ECNDT2023 reserves the right to close or obstruct unused entrances

or exits to the exhibition rooms and the right to direct the Exhibitor to another space in the exhibition hall if necessary, even if this directive conflicts with previous written agreements. ECNDT2023 also reserves the right to rent floor space of a booth not finished on time to another applicant. In such a case, the Exhibitor is responsible for all costs arising from the cancellation.

6. Maintenance of booths and exhibition area

Sponsors/Exhibitors are responsible for the proper care of the floors, walls, staircases and storage rooms as well as the hired booths and furnishings. Hired booths and furnishings must be returned in an acceptable condition and in an orderly way. To avoid scratches and furrows on floors as the result of sliding heavy packing cases, exhibitors are required to use protective coverings. Exhibitors and their shipping agents, on specific orders from the exhibitor, must take special care when transporting heavy packing cases and heavy loads. Exhibitors who wish to display extra heavy exhibits demanding special supports or foundations must request prior permission specifically in this matter from ECNDT2023. It is not permitted to drive nails or hooks into the walls of the exhibition hall, to install electric wiring or to cut or drill holes in the walls of the rented booths. Empty containers and packing materials must be disposed of at the Exhibitor's expense before the start of the exhibition; cleaning the booth is the Exhibitor's responsibility.

No part of an exhibition booth may be suspended from the ceiling. No part of an exhibit or of the booth's structure may protrude beyond the allotted area on any side. No signboards may protrude beyond the booth's walls. Decorating materials and wallpaper used by the exhibitor must be fireproof. Prior to use, written proof of this fact must be presented to ECNDT2023 (ecndt2023.expo@aimgroup.eu). Police regulations, fire regulations and other official regulations must be observed at all times, including during the construction and dismantling of the exhibits.

7. Electrical installations/power consumption

Electrical installations within the booth are at the Exhibitor's expense; however, such installations may only be carried out by an electrician appointed by the congress venue. ECNDT2023 not responsible for any loss or damage, which may occur from interruptions or defects in the electric power supply.

8. Dismantling of booths

The Exhibitor must dismantle the booth within the allotted time and return hired furnishings on time. Upon leaving, the Exhibitor must clear the booth area and clean the floor. Stored materials, empty containers and packing materials must be disposed of. Items for which the Exhibitor has made no arrangements

regarding removal and storage at his/her cost and which are left behind become the property of the PCO, and no reimbursement will be made for such items, ECNDDT2023 can demand that Exhibitors restore the exhibition area to the original condition at the Exhibitor's expense. If the Exhibitor does not dismantle and clear away their exhibit in a timely manner, these items will be removed by ECNDDT2023 at the Exhibitor's cost. The Exhibitor is liable for the actual cost incurred by ECNDDT2023 for such removals of abandoned exhibits. Rented items, which were originally accepted as satisfactory for rental by the exhibitor, are to be returned undamaged and in a satisfactory condition. All rented items are considered to be in satisfactory condition unless a written notation signed by ECNDDT2023 is made at the time of rental. Exhibitors must bear the costs of repairs to damaged exhibition areas and of repairs of or necessary cleaning of rented items.

9. Payments - breach of contract

Please refer to the terms of payment, reduction and cancellation policy and corresponding deadlines as given in the Information to Sponsors & Exhibitors. The contract shall remain in full force and effect in case of merger or acquisition of the contracting company. The dimensions of floor space, booth measurements and rented items given are approximate. ECNDDT2023 reserves the right to change these dimensions in order to most efficiently use the available exhibition area and to adjust the booths to the blueprints of the exhibition halls. Prices charged are however based on the actual dimensions; if more floor space is later allotted and actually used than was originally ordered, the additional fee for it is to be paid immediately. Special requests regarding placement of the booths will be considered. However, such requests do not constitute a condition of registration on the part of the Exhibitor. Furthermore, ECNDDT2023 reserves the right to reduce the amount of floor space initially requested. Failure to comply with local authorities and international regulations may not be used as a ground to declare the contract void. Failure to comply with the Rules and Regulations will not expose the ECNDDT2023 or AIM Group International to any suits or demands by the Exhibitor and/or any third party. Exhibitors must bear the cost of any special installations.

In case of delayed payment, ten per cent (10%) interest per annum is charged. If a company wishes to renounce all claims to taking part in an exhibition after having contracted to do so, the company is nevertheless liable for the rental sum and for incidental expenses. In case of cancellation of the exhibition, the ECNDDT2023 will return the part payments received less the sum equivalent to the costs that have arisen for the ECNDDT2023 up to the time of cancellation; the registration fee will not be returned.

10. Place of Litigation

In all cases of litigation, it is agreed to by the Exhibitor that the competency of the duly authorised court is Lisbon, Portugal. Electively, ECNDT2023 may choose to appeal to the competent court in whose jurisdiction the exhibitor falls or the country where the Societies are registered.



13 **th** **ECNDT**
3 - 7 JULY 2023 | LISBON

See you in Lisbon!