



5th IAS Conference on HIV Pathogenesis,
Treatment and Prevention
19 - 22 July 2009



IAS 2009 EXHIBITOR REGISTRATION FORM

Please clearly complete this form in **BLOCK CAPITALS** and return it **NO LATER THAN 22 JUNE 2009** to:

IAS 2009 Registration Department
C/O K.I.T. GmbH Association & Conference Management Group & Co. KG
Kurfürstendamm 71
D - 10709 Berlin
Telephone: +49 (0)30 24 603 270
Fax: +49 (0)30 24 603 200
Email: registration@ias2009.org

Fields marked with an * are required.

A: Company Contact Information

Contact Person _____ Gender*: Male Female Transgender

Last Name(s)*: _____ First Name(s)*: _____

Organization / Affiliation / Company *: _____

Mailing/Billing Address*: _____

Postal Code (ZIP)*: _____ City*: _____

Country*: _____

Telephone: Country code: _____ City Code: _____ Number: _____

Fax: Country code: _____ City Code: _____ Number: _____

Email*: _____

B: Registration Fees

Each exhibitor will receive a limited number of free exhibitor registrations based on the number of purchased square metres according to the ratio outlined below:

Purchased Square Metres	Free Exhibitor Registrations
Up to 25m ²	3
From 26 to 50m ²	6
From 51 to 75m ²	10
From 76 to 100m ²	15
More than 100m ²	20

Additional Exhibitor Registrations:
EUR 100 per registration

Additional exhibitor badges can be purchased for EUR 100. The maximum number of additional exhibitor registration cannot exceed the number of free registrations, i.e. a booth up to 25m² may buy a maximum of 3 additional badges.

Please indicate the number of free and additional exhibitor registrations you would like to purchase in accordance with the guidelines stipulated above:

Free exhibitor registrations	
Exhibitor	free
	x exhibitor registrations

Additional exhibitor registrations	
Exhibitor	EUR 100
	x exhibitor registrations



C: Share Contact Details

The IAS periodically shares contact details of delegates/exhibitors with third parties that may use these details to contact delegates/exhibitors regarding activities at the conference or other communications which may be of interest. Please check below if you agree for the IAS to share the contact details of your exhibitors.

- I agree
- I do not agree

If one of the above boxes is not checked, it will be assumed that your authorization has been granted.

D: Accessibility

If you register conference delegates who have a health condition that require support onsite, please inform the IAS 2009 Registration Department at accessibility@ias2009.org. Although we may not be able to provide customized support, as a minimum we will provide contact information for relevant assistance.

E: Payment

Payments will be accepted in EUR and by bank transfer or credit card only (credit card payments are only accepted if the total amount due is less than EUR 5,000.00). Payment by personal cheques, company cheques, or Euro cheques will not be accepted.

Total amount due (section B) in EUR: _____ EUR

I will transfer the total amount to:

Account Holder: INTERNATIONAL AIDS SOCIETY
Bank Name: UBS SA
Bank Address: P.O. Box 2600, CH-1204 GENEVE, SWITZERLAND
Bank Account Number: 240-618421.41T
Bank Clearing Code: 0240

IBAN Account Number: CH35 0024 0240 6184 2141T
SWIFT Address: UBSWCHZH80A

**All bank fees are to be paid by the transmitter.
Please indicate your name and "IAS 2009" as a reference on all bank transfers!**

I hereby authorize the IAS and/or K.I.T. Group to charge this credit card for the total amount due for my registration as well as any amount due for any subsequent changes to my registration.

Credit Card Type: Visa Euro/Mastercard American Express

Credit Card Holder: _____

Credit Card Number: _____ / _____ / _____ / _____

Expiry Date: ____/____ Credit Card Verification Code: _____

Card Holder Signature: _____

F: General Terms & Conditions

Definitions

These Terms & Conditions for Delegates are valid for every person registered as an exhibitor to attend the 5th IAS Conference on HIV Pathogenesis, Treatment and Prevention (IAS 2009), to be held in Cape Town from 19 – 22 July 2009 (hereinafter referred to as "the conference"). All references to the age of a person, mentioned in this and other conference documents, refer to the age of that person as of 19 July 2009 (the first day of the conference), unless otherwise specified. The International AIDS Society (IAS) and their local partner Dira Sengwe are hereinafter referred to as "the conference organizers".

Conference Registration

Only fully completed Registration Forms will be accepted. The registration will only be confirmed upon receipt of payment in full.

Every person that enters the exhibition for any purpose during the official opening hours of the 5th IAS Conference on HIV Pathogenesis, Treatment and Prevention must wear a valid conference name badge. It is the exhibitor's responsibility to obtain the necessary badges for all stand employees, any service personnel, or people who require access to the exhibition at any time.

To be able to register as exhibitor, individuals must be at least 18 years old. Delegates may be asked to present an official identity card stating their age.



Exhibitor registration includes entry to the exhibition and poster area, to satellite meetings, the opening session as well as the closing session. Do note that exhibitor registration does not permit access to conference programme sessions, including the Plenary and Special Sessions.

Each exhibitor will receive a limited number of free exhibitor registrations based on the number of purchased square metres according to the ratio outlined below:

Purchased Square Metres	Free Exhibitor Registrations
Up to 25m ²	3
From 26 to 50m ²	6
From 51 to 75m ²	10
From 76 to 100m ²	15
More than 100m ²	20

Additional Exhibitor Registrations: EUR 100 per registration

Additional exhibitor badges can be purchased for EUR 100. The maximum number of additional exhibitor registration cannot exceed the number of free registrations, i.e. a booth up to 25m² may buy a maximum of 3 additional badges.

An exhibitor information template (excel sheet) will be provided by the IAS 2009 Registration Department after receipt of the IAS 2009 Exhibitor Registration Form with which the registration information of your exhibitors can be communicated. The provided exhibitor information template has to be returned to the IAS 2009 Registration Department no later than 22 June 2009.

Registration Confirmation/Invoice

A registration confirmation/invoice will be sent by email after the IAS 2009 Registration Department has received the fully completed registration form and the related payment. Exhibitors must present this registration confirmation/invoice at the registration counter as proof of their registration and payment.

Methods of Payment

The registration fee must accompany all exhibitor registrations. Payments should be made in advance and in EUR only, using a credit card or bank transfer. In the standard case the credit card will be charged in EUR. Personal cheques, company cheques, or Euro cheques will not be accepted. Please note, all bank fees and money transfer costs must be prepaid by the transmitter. Indicate IAS 2009 and your company name as a reference on all bank transfers.

Registration Name Change

A handling fee of EUR 45 will be charged for every name change to an existing exhibitor registration. A new registration form for the substitute delegate should NOT be submitted. Name changes will only be accepted by email or fax indicating the new and old names and only until 30 June 2009. After this date, all name changes must be carried out onsite.

Cancellation Policy

Notification of cancellation must be made in writing and sent to the IAS 2009 Registration Department by email. The notification must include all the relevant information regarding the bank account to which a possible refund may be remitted.

If the written notification of cancellation is received before 15 June 2009, 50% of the registration fee will be refunded. We regret that no refunds will be made for cancellations received after this date. The cancellation will not be effective until a written acknowledgement from the IAS 2009 Registration Department is received.

Refund requests must be made in writing and sent to the IAS 2009 Registration Department, by email, no later than 1 September 2009. Refunds will be processed after the conference and will be made in the same form as the original transaction. For original payments made by bank transfer, the cancellation notification must indicate a bank account to which a refund may be remitted. An administrative fee of EUR 45 will be charged and only the registration fee will be refunded.

Credit will not be given for unattended events or early termination of attendance.

If you have opted to share contact details, they can opt-out at any time by contacting the IAS 2009 Registration Department. Notification of cancellation must be made in writing and sent to the IAS 2009 Registration Department by email.

Cancellation of the Conference

In the event that the conference cannot be held or is postponed due to events beyond the control of the conference organizers (force majeure) or due to events which are not attributable to wrongful intent or gross negligence of the conference organizers, the conference organizers cannot be held liable by delegates for any damages, costs, or losses incurred, such as transportation costs, accommodation costs, financial losses, etc.

Under these circumstances, the conference organizers reserve the right to either retain the entire registration fee and to use it for a future conference, or to reimburse the delegate after deducting costs already incurred for the organization of the conference and which could not be recovered from third parties.

Modification of the Programme

The conference organizers reserve the right to modify the programme, which is published as an indication only.

Lost Name Badge

The conference name badge must be worn at all times during the conference. Access to the conference facilities will not be granted without a proper name badge. If an exhibitor loses, misplaces or forgets the name badge, a handling fee of EUR 45 will be charged for a new name badge. Upon handing out a new name badge, the lost badge will be deactivated and become invalid.

Letter of Invitation

Individuals requiring an official Letter of Invitation from the conference organizers can request one by contacting the IAS 2009 Registration Department. To receive a Letter of Invitation, delegates must first register to the conference and submit payment in full.

The Letter of Invitation does not financially obligate the conference organizers in any way. All expenses incurred in relation to the conference are the sole responsibility of the delegate.

Visa requirements

It is the sole responsibility of the delegate to take care of his/her visa requirements. Delegates who require an entry visa must allow sufficient time for the application procedure. Delegates should contact the nearest South African embassy or consulate to determine the appropriate timing of their visa applications.

The conference organizers and/or the IAS 2009 Registration Department will not directly contact embassies and consulates on behalf of visa applicants.



The registration fee minus a handling fee of EUR 45 will be refunded after the conference if the visa was applied for in time and proof is shown that a visa could not be granted even though all requested documents were submitted. A refund for any additional items ordered can not be made. Refund requests must be made in writing and sent to the IAS 2009 Registration Department, by email, no later than 1 September 2009.

Data Protection and Sharing of Contact Details

The IAS will collect and store all personal data for the preparation and execution of the 5th IAS Conference on HIV Pathogenesis, Treatment and Prevention (IAS 2009). Data protection is warranted in accordance with the Swiss Data Protection Act and the Tele Service Data Protection Act. In order to facilitate border entry and visa applications, the IAS will share contact details of delegates with South African immigration authorities. In addition, the IAS periodically shares contact details of delegates with third parties that may use these details to contact delegates regarding activities at the conference or other communications which may be of interest. Therefore data might be passed on to third parties unless otherwise explicitly indicated by the delegate in the registration form.

IAS Principles and Values of Conference Participation

By attending the 5th IAS Conference on HIV Pathogenesis, Treatment and Prevention (IAS 2009), delegates agree to comply with the IAS Principles and Values of Conference Participation. The full policy is available on the conference website and onsite at the registration counter.

Liability

The conference organizers shall be held liable in the framework of a duty of care as a respectable businessman according to statutory provisions. The liability of the conference organizers - for whatever legal reason - shall be limited to intent and gross negligence. The liability of commissioned service providers shall remain unaffected by this. The delegate shall take part in the conference at his/her own risk. Oral agreements shall not be binding if these have not been confirmed in writing by the IAS.

Fulfillment and Jurisdiction

This contract is subject to the law of Geneva, Switzerland. The terms of this contract shall be fulfilled in Cape Town, South Africa and, in the event of any legal claims arising from either party, Geneva, Switzerland shall be the sole court of jurisdiction.

G: Confirmation of Registration

I have read and accept the General Terms and Conditions, including liabilities, cancellation and payment policies, without any restrictions and I confirm the above bookings.

Place, Date.....

Signature.....