



EBBS - Bery Group Bulgaria
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APPLICATION FORM

The 2017 ARCCOMS EBBS Sofia Workshop

19th – 21st November 2017

All Educators and Exhibitors are required to make their registration directly through EBBS - Bery Group Bulgaria
Please complete this application form and email to EBBS at: office@edu-fair.info

Organisation Information:

Business Name (Educators/Exhibitors): _____

Address: _____

Country: _____

Website: _____

Description of Institution: _____

Financial information:

Business Name (Educators/Exhibitors): _____

Street or P.O. Box: _____

City: _____

Zip / Postal Code: _____

State / Province: _____

Country: _____

EU VAT-ID: _____

Telephone with area code: _____

Mobile Phone with area code: _____

Fax with area code: _____

E-Mail: _____

Website URL: _____

Representatives:

Name of Representative 1: _____

Contact Title: _____

Position _____

Phone: _____

Mobile: _____

Email Address: _____

Name of Representative 2: _____

Contact Title: _____

Position _____

Phone: _____

Mobile: _____

Email Address: _____

Name of Representative 3: _____

Contact Title: _____

Position _____

Phone: _____

Mobile: _____

Email Address: _____

Name of Representative 4: _____

Contact Title: _____

Position _____

Phone: _____

Mobile: _____

Email Address: _____

EDUCATOR PACKAGES

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BASIC package	POPULAR package	PREMIUM package	GOLD package
€ 1650 (without 20% VAT)	€ 1850 (without 20% VAT)	€ 2050 (without 20% VAT)	€ 2250 (without 20% VAT)
Prescheduled appointments arranged by Marcom eSchedule online system Shared table One-to-One meetings Business meetings Info package Full catalogue of program, agent details Meals Welcoming reception and all meals during the event Accommodation 1 person (standard single room)	Basic package All services included in the Basic package Presentation 15 min Present your programs to all agents using slides or video Advertising package Half page advert in the event catalogue Second representative Twin standard room accommodation Full table One-to-One meetings Business meetings	Popular package All services included in the Popular package Presentation 30 min Present your programs to all agents using slides or video Advertising package Half page advert in the event catalogue Accommodation Double superior room Table Banner Display banner on your table	Premium package All services included in the Premium package Presentation 60 min Present your programs to all agents using slides or video Advertising package One page advert in the event catalogue Accommodation Double business room Airport transfers Two ways

Note: Organizations within EU member countries will not be charged 20% VAT if they can provide a currently valid VAT-ID.

- Additional representative: € 750
- Additional table: € 1250 (basic package)
- Extra fee for Single superior room: € 50 per person per night
- Extra fee for Single business room: € 70 per person per night
- Extra fee for transfer: € 35 (two ways)

Registration for this event assumes that you have read, understood and accept
the TERMS & CONDITIONS for Educators.

Signature:

Date:

TERMS & CONDITIONS

Venue and organizer

Venue:

Ramada Sofia City Centre

Maria Luiza 131 Blvd, 1202, Sofia, Bulgaria

1. The workshop is organised by Bery Group Bulgaria who reserves the right, at its sole discretion and without further explanation, to limit or deny access to any entity or individual to the said workshop. When registering for any of EBBS workshop, applicants waive the right to appeal against any decision made by EBBS workshop to refuse or limit access to the workshop.
2. EBBS workshop's receipt of an application and/or payment does not constitute acceptance. Applications and payments that are not accepted will be returned.
3. EBBS - Bery Group Bulgaria reserves the right to change any of its Terms and Conditions at any time and without notice.

Who can participate

1. You can participate in the workshop if you are educator, service provider and work & travel, an institute, non-profit organizations, government agencies and others offering products and services appropriate to the themes of the workshop.
2. All participants offer educational services which are not prohibited by law.

Registration

1. EBBS - Bery Group Bulgaria will send you a confirmation and invoice as soon as your registration form has been processed.
2. The Request for participation will be accepted after the carefully filled Registration form is sent by email or fax within the given deadline.
3. All prices do not include 20% VAT. Organizations within EU member countries will not be charged 20% VAT if they can provide a currently valid VAT-ID.

4. Marcom eSchedule

1. Register on the link which will be sent as soon as your registration has been confirmed.
2. Fill in the needed information in the eSchedule online meeting booking system.
3. All participants will receive a copy of their schedule on the day of the workshop.

Workshop:

1. The prices include accommodation and participation in the Welcome Reception, coffee breaks, lunches, dinners.
2. All participants are required to arrive on 19th November and to check-out on 22nd November.

Hotel Accommodation:

1. EBBS workshop provides 3 nights complimentary accommodation at Ramada Sofia City Centre (1 person on FB single room) during the dates of the Workshop period only. Any incidental charges (extra nights, room service, telephone calls, etc.) will be at the expense of the Educator.

Cancellation Charges

1. All applications are considered as binding and the contract becomes effective upon dispatch of our confirmation and invoice. The contract is valid under Bulgarian law. Venue is Sofia, Bulgaria. Cancellations need to be made in writing and cancellation fees are charged as follows:
 - 8 weeks prior to the conference: 50% of the participation fee
 - 5 weeks prior to the conference: 75% of the participation fee
 - 4 weeks prior to the conference: 100% of the participation fee
2. Please note, that there is no refund for non-attendance and that even in such a case the contract is still valid. It is, however, possible to send a replacement without any extra cost. In this case, it is important to write to the organisers to inform them of the replacement; furthermore, the replacement cannot already be registered.
3. Cancellations up to eight weeks prior to the workshop involve a handling charge of €50.

For event information or assistance with the application process, please do not hesitate to contact us.

The EBBS Workshop Team