

ACDM Annual Conference 2012 **Exhibition Stand Registration Form**

The ACDM Annual Conference "Future Fit" will take place at Whittlebury Hall Hotel, Northampton on Monday 12th and Tuesday 13th March 2012.

Exhibiting at this year's conference will give you access to all levels of staff from Data Management departments in the major biopharmaceutical companies and Clinical research organisations; including key decision makers and budget holders.

Costs

Two Day Stand - £500 (plus VAT)

Stands cannot be manned by people who are not registered as delegates. All exhibitors must have at least one full delegate place registered at the Conference itself.

The exhibition package includes the following benefits:

- A minimum 3m x 2m stand space
- 1 free ½ page colour advertisement in ACDM Newsletter during 2012

For those of you who are unable to exhibit or in addition to your exhibition you will want to take advantage of our wide range of sponsorship options. These include providing give aways and/or corporate brochures for conference packs; and a variety of drinks sponsorship options for our evening entertainment, as well as sponsoring an EDC Vendor Demo Breakout Session. Please see Promotional Sponsorship Registration form for more details.

Due to its success last year the ACDM will be running Exhibitor Bingo again. Each delegate will be given a Bingo Card containing the Company Logos of all exhibitors. The delegate must visit each exhibition stand to obtain the bingo stickers (which ACDM will provide) for the chance to win the prize draw. Please see the Promotional Sponsorship forms for details of how your company can sponsor the production of this activity.

Please ensure that your company logo (high resolution JPEG format) and company website address are emailed to us at admin@acdm.org.uk by Monday 30th January 2012 to take advantage of this facility.

To reserve your chosen area, or one of the sponsorship opportunities please complete the relevant booking forms or contact the ACDM office on +44 (0)1727 896080 for more details.

DON'T MISS OUT - BOOK NOW!! - BOOKING FORM OVERLEAF

Exhibitors Booking Form

To book your Exhibition space at the ACDM Annual Conference 12th – 13th March, at Whittlebury Hall Hotel, Northampton, simply fill in the form below and return to: **ACDM**, admin@acdm.org.uk. Confirmation of your space and invoice will follow in due course. Thank you.

Exhibition Space: See enclosed floor plan for full details. Cost £500 plus VAT per 3m x 2m space

1st Choice 2nd Choice 3rd Choice

Space will be allocated according to date of request received by the ACDM. Whilst every effort will be made to allocate the space requested, the organisers reserve the right to make the final allocation. ACDM reserves the right to decline any application for a stand at the Exhibition without giving reasons for such refusal.

COMPANY:

CONTACT NAME:

ACDM CORPORATE MEMBER: Yes No (Corporate Membership of £10 will be added to your invoice)

ADDRESS:

TEL:

E MAIL ADDRESS:

PURCHASE ORDER NO:

ADDRESS AND NAME TO INVOICE: (if different from above)

PAYMENT INFORMATION – PLEASE ENSURE YOU TICK YOUR CHOSEN METHOD OF PAYMENT BELOW.

Payment may be sent with registration form or on receipt of invoice from the ACDM (***please note that a purchase order no. must be given for the ACDM to raise an invoice, places cannot be booked if a purchase order number is not quoted above.***)

Credit Card payments can be processed online by entering the member's area of the ACDM website. You will still need to complete this form and post to ACDM at the address below. Please note AMEX is not accepted.

By Cheque (drawn on a UK bank account or a eurocheque), made payable to ACDM and posted with the completed form to ACDM at the address below.

BACS Payments to HSBC, 31 Chequer Street, St Albans, Hertfordshire, AL1 3YN.

Sort Code 40-40-01. Account Number: 71820206. Account Name: Association for Clinical Data Management.

Please add name and company name to transaction details and advise us in writing when payment has been made. Please also ensure bank charges are paid by your company.

Cancellations. Exhibitors who cancel their place on or before the 31st January 2012 will receive a full refund less a £50 admin charge. After 31st January, **no refunds** will be made but substitutions will be accepted.

ACDM, 105 St Peter's Street, St Albans, Hertfordshire AL1 3EJ

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