



## EXHIBITION GUIDELINES

DEADLINE FOR APPLICATION:      APRIL 26, 2020  
DEADLINE FOR PAYMENTS:        MAY 15, 2020

### Purpose of the Exhibition

The stands may be used for exhibiting and advertising the exhibitor's own products. Although the sale of products is not allowed, orders may be taken. Advertising materials may be distributed only from the stand.

### Stand Information

The exhibition will take place in the conference venue, Technische Universität Berlin, and the exhibition will be located in the floor areas of the foyer and atrium on the ground floor and first floor. This is a very central position, and is in the same area in which coffee breaks and lunches will be served. The majority of the conference sessions will take place in rooms which are located adjacent to these areas, through which conference participants must pass in order to reach the rooms. The specific location of the Exhibition area is shown on the floor plan at the end of these guidelines.

Exhibitors can reserve one or more stands. The given dimensions of the stand are approximately 4 m<sup>2</sup> (2 m x 2 m). The stand rental includes one table, two chairs, one partition screen (if needed), wireless internet access, access to an electrical outlet (standard socket), and a website link on the conference website. Two exhibitor badges that cover conference lunches and coffee breaks are also included for the staff working at the stand (maximum two persons per stand).

### Application

The *Exhibition Application Form* must be filled in, signed, and sent to the address indicated on the form. Space is available on a first-come, first-served basis, so be sure to complete and return your application as soon as possible. The deadline for applications is April 26, 2020. Particular requests regarding placement of the stands will be given all possible consideration but cannot be guaranteed.

### Method of Payment and Cancellation Policy

Upon receipt of the application form, an invoice will be issued by the conference secretariat. Payments must be made via bank transfer as specified on the invoice. All bank fees and money transfer costs are the responsibility of the payee. Please note that the deadline for receiving the payment is May 15, 2020. The availability of stands will be confirmed only upon receipt of payment.

#### *Cancellation fees*

until March 31, 2020:      50% of the total exhibition costs for cancellations  
after March 31, 2020:      100% of the total exhibition costs for no shows or cancellations

## Promotional Packages

The options available to exhibitors are listed below. In addition to the stand rental described in the *Stand Information* section above, we offer several other promotional possibilities. The table below lists the promotional offers and their cost (VAT included). We would be pleased if our exhibitors choose to attend the conference social events and take the opportunity to interact with conference participants outside the conference venue.

Advertisement Options	Fee (in €)
Stand rental	1190,-
Advert in on-line conference booklet (1/2 page)	800,-
Advert in on-line conference booklet (1/1 page)	1200,-
Package offer: one stand rental <u>and</u> 1/2 page advert in on-line conference booklet	1790,-
Conference social events, without the conference dinner (per person)	74,-
Conference social events, including the conference dinner (per person)	154,-
Conference dinner only (per person)	80,-

For more detailed information please email the local organizers at [eaere2020@tu-berlin.de](mailto:eaere2020@tu-berlin.de).

## Visibility

A complete list of the exhibitors will be available on the conference website ([www.eaere-conferences.org/2020](http://www.eaere-conferences.org/2020)). The list will also include direct links to their websites. The on-line conference booklet will include a directory of the exhibitors taking part in EAERE 2020.

## Exhibition Schedule, Installation, and Dismantling of Stands

The conference will take place from June 24 until June 27, 2020. The exhibition will remain open for the duration of the working sessions, which indicatively are from 07:30–18:00 on both June 25 and June 26, and from 07:30–16:00 on June 27. Exhibitors can expect the largest number of attendees to visit their stands during breaks. Height restrictions exhibition area: 2.5 m; door height: 2.0 m.

Installation hours:	Wednesday, June 24	14:00-17:00
	Thursday, June 25	09:00-11:00
Dismantling hours:	Saturday, June 27	14:00-17:00

## Delivery and Collection

Advance deliveries should be clearly marked with the exhibitor's name and sent to: *Technische Universität Berlin, EAERE 2020, H 3150, Straße des 17. Juni 135, 10623 Berlin, Germany*. Deliveries should

not be sent prior to 48 hours before commencement of the exhibition. Please note that courier service deliveries can only be made Monday through Friday between 09:00 and 16:00.

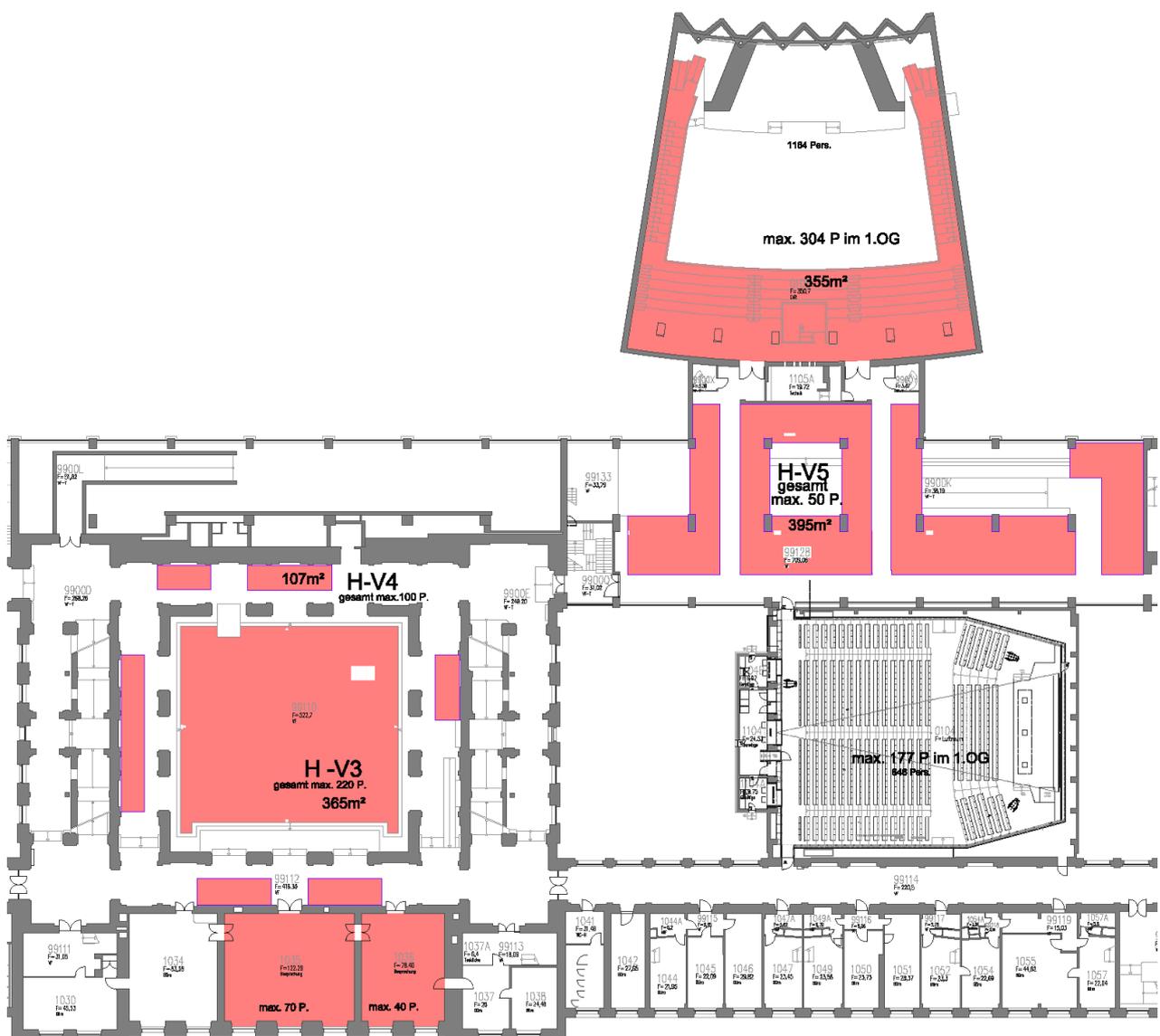
The Local Organizer will not be liable for any damages or loss of exhibition material. An exhibitor who wants material returned must make the necessary arrangements and pay all return shipping costs. Items for which no arrangements for removal or collection have been made and that are left behind will become the property of the local organizer.

### Parking and Accommodation

Car parking is not available on campus for exhibitor vehicles. Access will be given for offloading, after which vehicles must be parked on public parking spots adjacent to the campus. For information about accommodation see the conference website.

### Exhibition Area

The exhibition takes places around the main lecture halls and the atrium close to the catering areas.



## Conference Information

Organizers	Technische Universität Berlin (TU Berlin), Humboldt-Universität zu Berlin (HU Berlin), Mercator Research Institute on Global Commons and Climate Change (MCC), The European Association of Environmental and Resource Economists (EAERE)
Date of the event	June 24 – 27, 2020
Location of the event	Technische Universität Berlin Straße des 17. Juni 135, 10623 Berlin, Germany
Number of participants	800
Keynote speakers	<u>Keynote on Energy and Climate Change</u> <b>Prof. Valentina Bosetti</b> , Bocconi University <u>Keynote on Behavioural Economics</u> <b>Dr. Gerd Gigerenzer</b> , Max Planck Institute for Human Development <u>Plenary Panel on Creating Incentives for Sustainable Finance</u> <b>Prof. Stefano Battiston</b> , Center for Financial Networks and Sustainability, Department Banking and Finance, University of Zurich <b>Prof. Geoffery Heal</b> , Professor of Social Enterprise, Columbia Business School <b>Dr. Barbara Buchner</b> , Climate Policy Initiative (CPI) <b>Prof. Christian Gollier</b> , Toulouse School of Economics <b>Amélie de Montchalin</b> , Secretary of State for European Affairs, France
Structure of the conference	<ul style="list-style-type: none"><li>– Three Plenary sessions</li><li>– Parallel sessions</li><li>– Special sessions with thematic focus</li><li>– Policy sessions</li><li>– Egg-timer sessions</li></ul>
Social program	<ul style="list-style-type: none"><li>– Welcome reception at Museum of Natural History</li><li>– Social event at TU Berlin Campus</li><li>– Conference dinner at Palais Kulturbrauerei</li></ul>
Conference audience	<ul style="list-style-type: none"><li>– Scientific and academic community</li><li>– Representatives of European and international institutions, such as the European Commission, European Environment Agency, OECD, DEFRA</li><li>– Business representatives</li></ul>
Conference website	<a href="http://www.eaere-conferences.org">www.eaere-conferences.org</a>
Contact information	For any questions concerning the exhibition, please send an email to: <a href="mailto:eaere2020@tu-berlin.de">eaere2020@tu-berlin.de</a>