



**VENICE LESI** 8-10 MAY 2022  
INTERNATIONAL ANNUAL CONFERENCE



ORGANIZED BY  
LES ITALY

Lido di Venezia • Ref. C1785

## Booking Form and Contract



Please return no later than **Wednesday 23<sup>rd</sup> of February 2022** to [lesi2022@theoffice.it](mailto:lesi2022@theoffice.it)

### COMPANY

Company name (for invoice)

Address

ZIP code

City

State

Contact person

VAT number (*for UE companies*)

Position

TAX number or similar (*for EXTRA UE companies*)

Tel.

Codice Univoco (*for Italian companies only*)

e-mail





## SPONSORSHIP OPTION CONFIRMATION



COMPANY NAME TO BE LISTED  
IN ACKNOWLEDGEMENTS

SPONSORSHIP	PRICE *
PLATINUM SPONSOR - EXCLUSIVE	€ <del>30,000</del> <b>SOLD</b>
GOLD SPONSOR	€ 20,000
SILVER SPONSOR	€ 10,000
BRONZE SPONSOR	€ 5,000
50TH ANNIVERSARY CELEBRATION	€ 10,000
GALA DINNER - EXCLUSIVE	€ 20,000
FAREWELL LES ITALIA EVENT - EXCLUSIVE	€ <del>10,000</del> <b>SOLD</b>
COFFEE BREAK	€ 3,000 /each
LIGHT LUNCHES	€ 7,500 /each
DELEGATE BAGS - MAX 3 SPONSORS)	€ <del>3,500</del> <b>SOLD</b>
DELEGATE LANYARDS - EXCLUSIVE	€ <del>3,500</del> <b>SOLD</b>
PENS - EXCLUSIVE	€ 2,500
NOTEPADS - EXCLUSIVE	€ <del>2,500</del> <b>SOLD</b>
BAG INSERT	€ 2,000
AD PAGE IN E-BROCHURE	€ 2,000
AD PAGE IN PRINTED PROGRAMME - EXCLUSIVE	€ <del>3,500</del> <b>SOLD</b>
NETWORKING AREA - EXCLUSIVE	€ <del>7,500</del> <b>SOLD</b>
ICE CREAM CART - EXCLUSIVE	€ <del>3,500</del> <b>SOLD</b>
UMBRELLA - EXCLUSIVE	€ 4,000
CHARGER STATION	€ 5,000
PHOTOCALL	€ 2,000
BOOTH IN EXHIBITION AREA (6 m <sup>2</sup> )	€ 4,000
EXTRA STAFF REGISTRATION	€ 800 /each

TOTAL AMOUNT DUE (EUR)

€

(\*) All amounts do not include VAT





Signature below is taken as confirmation of your booking and acceptance of the details of the relevant sponsorship as listed in the sponsor prospectus.

I/we understand that booth/s will be subject to Committee approval and their decision will be final. Should the exhibition floor plan require changing, the Organizers have the right to make the necessary changes.



A copy of bank transfer should be enclosed.

Please indicate the Company name / LESI2022 as reason for payment in the transfer order.

Date

Company stamp and signature / electronic signature

Place

## DECLARATION ON VAT ACTIVITIES COMPANY BASED OUTSIDE THE EUROPEAN COMMUNITY



Declaration to be sent to:  
**the office srl - via San Nicolò 14, 34121 Trieste (Italy)**  
VAT number 00636740326 • Email: lesi2022@theoffice.it

Company name

Phone / Fax

Address

ZIP code

City

State



I declare that the above mentioned Company:

**Has the following number/code for its industrial, commercial or business activity**

(equivalent to VAT number in European Community)

**Does not have any active VAT number in Italy (office, branch or other)**

**Attaches copy of the statement of the above mentioned number / code**

(English is preferred)

**Has decided to attend the LESI2022 Conference as sponsor and/or exhibitor being it an important promotional and scientific activity for its core business.**

Date

Signature / electronic signature

Name of person who is filling this form

Position

Email



## METHOD OF PAYMENT



### CONFIRMATION AND DEPOSIT

Exhibition spaces and sponsoring options can only be confirmed upon receipt of the deposit. Allocations will be made on a first come, first served basis. A sponsoring and exhibition space confirmation will be sent by e-mail, also enclosing the invoice for the received/owed amount.

- **50% of total cost should be enclosed with the booking form, no later than Wednesday 23<sup>rd</sup> of February 2022**
- **50% no later than Wednesday 23<sup>rd</sup> March 2022**

### PAYMENT METHOD: BY BANK TRANSFER (IN € ONLY)

Bank Account: **100000010503**  
Name: **The Office s.r.l.**  
Bank: **Intesa Sanpaolo SpA**  
Address: **Piazza della Repubblica 2 – Trieste**  
IBAN CODE: **IT75 L030 6902 2331 0000 0010 503**  
SWIFT CODE + BIC: **BCITITMM367**

- The total amount due should be paid before arrival to the Exhibit.
- NO exhibit space could be assigned if the total has not been paid.

### VAT

- All prices quotes are in euro and do not include VAT, if applicable. The VAT will be charged additionally according to Italian tax laws.

### CANCELLATION POLICY

In case of sponsor cancellation, the following fees will be applied:

- **75% of the sponsorship if cancellation is made before Wednesday 23<sup>rd</sup> February 2022**
- **No reimbursement for cancellations after Wednesday 23<sup>rd</sup> February 2022**

### INSURANCE

Companies participating in the Congress are required to take out appropriate insurance, in order to cover

- Damages to the premises
- Damages to persons deriving from the materials the company exhibits
- Moreover, all materials displayed should comply with security and fire regulations

### CHANGES

Organizers reserve the right to make any changes deemed necessary to grant the overall success of the Conference.