**BESS VIETNAM**

19–20 March 2021

**Tan Son Nhat Hotel, HCMC**

Contract with:

Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Telephone: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please tick as appropriate:**

I seek a DIT grant. Check my eligibility and confirm my contract if eligible.

I do not seek a DIT grant, I am contracting immediately.

**With one of the following options:**

Platinum stand package **£12,000** + VAT

Gold stand package

**£9,000** + VAT

Silver stand package

**£6,000** + VAT

Standard stand package **£3,600** + VAT

*For information on the stand packages please refer to the marketing leaflet*

**And add the following BESA organisation fee:**

I am a BESA member

(**£0** organisation fee)

I am not a BESA member. Please add the organisation fee

(**£250** + VAT)

On receipt of booking form, BESA will issue an invoice for immediate payment. Please see cancellation policy (7) overleaf.

**To be completed by company**

Purchase Order number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Contact name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contract confirmation (to be completed by BESA)**

BESA contact name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**HCMC**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Item** | **Premium: £12,000 + VAT** | **Gold: £9,000 + VAT** | **Silver: £6,000 + VAT** | **Standard: £3,600 + VAT** |
| **Marketing of the workshop sessions** | **Yes** | **Yes** | **Yes** | **Yes** |
| **Power Socket** | **2 sockets** | **1 socket** | **1 socket** | **1 socket** |
| **Workshop session** | **3 x one hour** | **2 x one hour** | **1 x one hour** | **1 x 30 mins** |
| **Chairs and front desk** | **2** | **2** | **1** | **1** |
| **Front desk** | **1** | **1** | **1** | **1** |
| **Coffee/tea and lunch on both days** | **Yes** | **Yes** | **Yes** | **Yes** |
| **DIT welcome and market info briefing** | **Yes** | **Yes** | **Yes** | **Yes** |
| **Stand with your own graphics** | **12 sq mtrs** | **10 sq mtrs** | **8 sq mtrs** | **6 sq mtrs** |
| **Show guide entry** | **Yes** | **Yes** | **Yes** | **Yes** |
| **Vietnam Market Report** | **Yes** | **Yes** | **Yes** | **Yes** |
| **Your logo on all event signage during the event** | **Yes** | **Yes** | **Yes** | **No** |
| **Lunch sponsor ( 1 day)** | **Yes** | **No** | **No** | **No** |
| **Advertisement on event brochure** | **Full page** | **Half page** | **No** | **No** |
| **Logo on BESS Vietnam website** | **Yes** | **No** | **No** | **No** |
| **Your company logo in all pre-show marketing material** | **Yes** | **No** | **No** | **No** |
| **Interpreter** | **up to 2** | **1** | **1** | **1** |

