**Exhibition and Information/Advertisement Space Booking** Form

Venue: Athlone Springs Hotel, Co. Roscommon

**Name:**

**Your Job Title:**

**Organisation:**

**Business Address:**

**Tel (office):**

**Tel (mobile):**

**E-Mail:**

**Organisation Website:**

**Signed**:

**Exhibition Space Request**

(continue to next page for advertisement space request)

|  |  |
| --- | --- |
| **Space Type 1** | **Requested** |
| Charity Stand (6 foot trestle table)  Price = €450 |  |

|  |  |
| --- | --- |
| **Space Type 2** | **Requested** |
| General Stand (6 foot trestle table)  Price = €900 |  |

Space Type 1 is available to ***non-profits and charities only***.

Space Type 2 is available to ***all persons***.

Both types include:

* 2 exhibitor passes to the full conference, table, two chairs, access to one electrical socket, and WiFi.
* Logo and company description on conference exhibitor’s webpage
* Logo on conference programme both printed and online

**Exhibition Stand Details**

Please indicate type of product/service/organisation being exhibited in detail and list any specific requests you may have for your space - we will do our best to accommodate these within the specifications of the venue. If you would like your logo displayed on the conference webpage and programme please attach to this document or email.

If you wish to sell products/items at your stand please provide details of same in the box below, including price point etc. and we will check with the venue. Any items put forward for sale must be relevant to the audience of the conference and needs of those living with dementia. The exhibitor takes full responsibility for any monies they may have on site.

Company/Organisation short description (100 words max) and details of stand.

Please also include the names to be added to the exhibitor passes (if known):

Irish VAT Number (if wishing to sell items at stand):

**Information / Advertisement Space Request**

|  |  |
| --- | --- |
| **Space Info:** | **Requested** |
| * Price: €100 for full conference. * Floor space for display of a standard size pop-up poster/roll up banner (Generally, 800mm wide) as well as table space for up to 2 flyers (max A4 in size per flyer). * Content must be relevant to the conference audience: those living with dementia, family carers and supporters, and healthcare professionals. * The display will be unmanned/unattended. No items may be placed around the poster/banner and no physical products may be sold. * This space does not include any passes or tickets to the conference. * Poster/Banners may be dropped into the welcome desk the morning of the first day if the advertiser has not purchased a ticket to attend. All items must be collected end of day on the second day of the conference. |  |

Company/organisation short description (100 words max) and details of poster/banner:

**Note: Exhibition or Information/Advertisement Spaces will only be confirmed upon receipt of payment.**

**Please return this form via email to admin@engagingdementia.ie**

**Payment may be made by:**

* Cheque - to be made payable to Engaging Dementia.
* Banking online - details:
  + - Account Name: Engaging Dementia
    - IBAN Number: IE36 BOFI 90121231 1009 60
    - BIC: BOFIIE2D.
    - Bank of Ireland, 87-89 Pembroke Road, Ballsbridge Dublin 4.
    - **Please state your company’s name, and ‘Conf 2025’, as reference.**