10\textsuperscript{th} Conference of the International Society for Affective Disorders

Sponsorship & Exhibition Prospectus

14–16 November 2019
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MEETING DETAILS & CONTACT INFORMATION

DATE
14-16 November 2019

VENUE
Hilton London Tower Bridge
5 More London Place, Tooley St, London SE1 2BY, United Kingdom

CONGRESS WEBSITE
www.isadconference.org

CONGRESS ORGANIZING SECRETARIAT, PCO

Registration & Accommodation
For queries and requirements about registration and accommodation;
Ms. Pinar Cobanoglu, Registration and Accommodation Manager
E-mail: pcobanoglu@kenes.com

Scientific Coordinator
For queries about scientific program;
Ms. Neyir Utugen, Scientific Program Coordinator
E-mail: nutugen@kenes.com

Sponsorship & Exhibition Sales
Mr. Ferhat Can Ula, Industry Liaison & Sales Associate
E-mail: fula@kenes.com

General Inquiries
Ms. Merve Tufekci – Project Manager
E-mail: mtufekci@kenes.com
INVITATION

Dear Colleagues,

We are delighted to welcome you to ISAD 2019: Emerging Mood Science and Clinical Innovation and, for the second time, to its host city, London.

The ISAD Conference is the most important gathering of the Affective Disorders community and is now an outstanding international meeting. The Scientific Programme this year will once again take in fundamental, clinical and translational issues in affective disorders, with experts from around the world travelling to London to make this a stimulating arena for the discussion of ideas. We will also enjoy posters and oral communications from our emerging and early career researchers.

We would like to thank all those who have worked so hard to organise this Congress, both in the International Society for Affective Disorders and scientists from around the world who’ve given their time freely. We are also very grateful to the many generous sponsors of the meeting and participants of the technical exhibition.

We look forward to an exciting meeting that promises great scientific debate and enjoyable social interaction. We very much hope you enjoy the Conference and your visit to the great city of London.

We look forward to welcoming you to the Conference in November 2019!

Jair Soares  
ISAD President

Allan Young  
International Scientific Programme Committee Chair
ABOUT ISAD

The International Society for Affective Disorders
The International Society for Affective Disorders is an international psychiatric organisation (ISAD) exists to promote research into the affective disorders.

International Society for Affective Disorders (ISAD) exists to promote research into the mood (affective) disorders through all relevant scientific disciplines, including genetics, neuroscience and the social and behavioural sciences. Inter-disciplinary research approaches are particularly highly valued by the society.

Although the affective disorders are not a clearly delineated group of illnesses they include unipolar and bipolar depression, generalised anxiety disorder, and more specific anxiety disorders such as agoraphobia, panic disorder and social phobia, obsessive-compulsive disorder and post traumatic stress disorder (PTSD). There is a high level of similarity and co-morbidity between these illnesses and it is sensible to consider them as a single group.

Directors of ISAD
President Dr Jair Soares, Immediate Past President, Prof Allan Young, Treasurer Prof Antony Cleare and Company Secretary Dr Sagar Parikh with Prof Sidney Kennedy, Dr Roger Pinder, Dr Henricus Ruhe, Prof Kathleen Merikangas, Prof Jan Scott, Prof Mohammad Alsuwaidan and Prof Mark Frye.
GENERAL INFORMATION

MEETING VENUE

Hilton London Tower Bridge
Set against the backdrop of one of the capital's most renowned historical landmarks, Hilton London Tower Bridge is on the doorstep of the city's financial and shopping districts. The perfect base for exploring London by foot, rail, tube or river; it's just a five minute walk to London Bridge City Pier for the Thames Clipper and London Bridge tube station for underground and national rail services.
### GENERAL INFORMATION

**IMPORTANT DEADLINES**
- Abstract Submission Open: December 10, 2018
- Abstract Submission Deadline: May 24, 2019
- Registration Open: December 07, 2018
- Early Bird Deadline: August 16, 2019

### PRELIMINARY SCIENTIFIC PROGRAMME

#### NOVEMBER 14, 2019 – THURSDAY

<table>
<thead>
<tr>
<th>Time</th>
<th>Main Hall</th>
<th>Parallel Hall 1</th>
<th>Parallel Hall 2</th>
</tr>
</thead>
<tbody>
<tr>
<td>07:30</td>
<td>Registration</td>
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</tr>
<tr>
<td>08:30 - 09:00</td>
<td>Opening Ceremony</td>
<td></td>
<td></td>
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<tr>
<td>09:00 - 10:00</td>
<td>Plenary Session 1</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:00 - 10:30</td>
<td>Coffee Break &amp; Exhibition &amp; Poster Viewing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:30 - 12:00</td>
<td>Symposium 1</td>
<td>Symposium 2</td>
<td>Symposium 3</td>
</tr>
<tr>
<td>12:00 - 13:00</td>
<td>Industry Session</td>
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<tr>
<td>13:00 - 14:00</td>
<td>Lunch Break, Exhibition &amp; Poster Viewing</td>
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<td></td>
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<tr>
<td>14:00 - 15:30</td>
<td>Symposium 4</td>
<td>Symposium 5</td>
<td>Symposium 6</td>
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<tr>
<td>15:30 - 16:00</td>
<td>Coffee Break, Exhibition &amp; Poster Viewing</td>
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<tr>
<td>16:00 - 17:30</td>
<td>Oral Presentation Session 1</td>
<td>Oral Presentation Session 2</td>
<td>Oral Presentation Session 3</td>
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<tr>
<td>17:30 - 18:30</td>
<td>Poster Session</td>
<td></td>
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<tr>
<td>18:30 - 19:30</td>
<td>Welcome Reception</td>
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#### NOVEMBER 15, 2019 – FRIDAY

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<tbody>
<tr>
<td>08:00</td>
<td>Registration</td>
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<td></td>
</tr>
<tr>
<td>08:30 - 10:00</td>
<td>Plenary Session 2</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:00 - 10:30</td>
<td>Coffee Break, Exhibition &amp; Poster Viewing</td>
<td></td>
<td></td>
</tr>
<tr>
<td>10:30 - 12:00</td>
<td>Symposium 7</td>
<td>Symposium 8</td>
<td>Symposium 9</td>
</tr>
<tr>
<td>12:00 - 13:00</td>
<td>Lunch Break, Exhibition &amp; Poster Viewing</td>
<td></td>
<td></td>
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<tr>
<td>12:00 - 13:00</td>
<td>ISAD AGM</td>
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<td></td>
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<tr>
<td>13:00 - 15:00</td>
<td>Oral Presentation Session 4</td>
<td>Oral Presentation Session 5</td>
<td>Oral Presentation Session 6</td>
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<td>15:00 - 15:30</td>
<td>Coffee Break, Exhibition &amp; Poster Viewing</td>
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<tr>
<td>15:30 - 17:00</td>
<td>Poster Session</td>
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<tr>
<td>19:00</td>
<td>Networking Dinner</td>
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#### NOVEMBER 16, 2019 – SATURDAY

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<tbody>
<tr>
<td>09:00 - 10:00</td>
<td>Plenary Session 3</td>
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</tr>
<tr>
<td>10:00 - 11:30</td>
<td>Symposium 10</td>
<td>Symposium 11</td>
<td>Symposium 12</td>
</tr>
<tr>
<td>11:30</td>
<td>Closing Ceremony</td>
<td></td>
<td></td>
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</table>
CODES AND COMPLIANCE FOR INDUSTRY

COMPLIANCE OF THE ISAD 2019 CONFERENCE WITH THE MEDTECH EUROPE CODE OF ETHICAL BUSINESS PRACTICE
10th Conference of the International Society for Affective Disorders (ISAD) has been submitted to the EthicalMedTech Conference Vetting System (CVS) and it is compliant.

To view the status of the ISAD 2019 please click HERE

RESPONSIBILITY ABOUT PHARMACEUTICAL AND MEDICAL DEVICE INDUSTRY CODES & COMPLIANCE
Kindly note that it is the responsibility of industry partners, supporters, sponsors, exhibitors to comply with the codes of practice on the promotion of pharmaceuticals and medical devices applicable by international and local authorities.

Links to EFPIA (European Federation of Pharmaceuticals Industries & Associations), IFPMA (International Federation of Pharmaceutical Manufacturers & Associations), and MedTech Europe Compliance Portal are provided below. Kindly note that they may also include links to National Associations websites/portals which industry partners, sponsors and exhibitors may also need to check.

EFPIA
European Federation of Pharmaceuticals Industries & Associations
www.efpia.org

IFPMA
International Federation of Pharmaceutical Manufacturers & Associations
www.ifpma.org

Medtech Europe, Compliance Portal
European Trade Association Representing the Medical Technology Industries, from Diagnosis to Cure
www.ethicalmedtech.eu

By signing the relevant booking forms to attend ISAD 2019 Conference, each industry partner, supporter, sponsor or exhibitor agrees to and confirms that they have checked the relevant regulations and codes of practice.

Failure to comply with these regulations may not be used as a ground to declare the contract void. Failure to comply with the rules and regulations will not expose the Organizer to any suits, demands by the Exhibitor/Supporter or any other third party.
## SPONSORSHIP OPPORTUNITIES

### MAIN SPONSORSHIPS

#### MAIN SPONSORSHIP (limited to 1 company)  
17,250- GBP

- Opportunity of organizing one Luncheon Symposium. (limited to 45 minutes)
- Free of charge exhibition space. (Table top)
- Inclusion of promotional material (up to 3 items) in the Meeting bags (insert to be provided by Sponsor)
- Sponsor’s logo with hyperlink on the Meeting website
- Back cover advertisement of the Sponsor in the Mini Program.
- 8 complimentary exhibitor badges
- Highlighting the sponsorship in 2 meetings’ electronic newsletters
- Opportunity to place 2 roll up within the Meeting Venue
- A 100-words company profile to be published in the App
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App
- Additional exhibitor badge is available for 175 GBP per badge.

#### MAJOR SPONSORSHIP (Limited to 2 companies)  
6,000- GBP

- Free of charge exhibition space. (Table top)
- Inclusion of promotional material (up to 2 items) in the Meeting bags (insert to be provided by Sponsor).
- Sponsor’s logo with hyperlink on the Meeting website.
- Highlighting the sponsorship in 1 meetings’ electronic newsletter.
- 4 complimentary exhibitor badges
- Opportunity to place 1 roll up of the Sponsor within the Meeting Venue
- A 100-words company profile to be published in the App
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App
- Additional exhibitor badge is available for 175 GBP per badge.

#### STANDART SPONSORSHIP (Limited to 3 companies)  
2,000- GBP

- Free of charge exhibition space. (Table top)
- Inclusion of promotional material (1 item) in the Meeting bags (insert to be provided by Sponsor)
- Sponsor’s logo with hyperlink on the Meeting website
- Highlighting the sponsorship in meetings’ electronic newsletter
- 2 complimentary exhibitor badges
- A 100-words company profile to be published in the App
- Additional exhibitor badge is available for 175 GBP per badge.
# SPONSORSHIP OPPORTUNITIES

## COMPARISON CHART FOR MAIN SPONSORSHIP PACKAGES

<table>
<thead>
<tr>
<th>Limited to</th>
<th>Main Sponsor</th>
<th>Major Sponsor</th>
<th>Standart Sponsor</th>
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<tbody>
<tr>
<td>Exhibition Space</td>
<td>table tab</td>
<td>table tab</td>
<td>table tab</td>
</tr>
<tr>
<td>Luncheon Symposium</td>
<td>45 Minutes</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Meeting Bag Insert</td>
<td>3</td>
<td>2</td>
<td>1</td>
</tr>
<tr>
<td>Logo on Meeting Website and Mini Program</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Company Profile in the App</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Advertisement in the Mini Program</td>
<td>Back Cover Page</td>
<td>X</td>
<td>X</td>
</tr>
<tr>
<td>Highlighting Sponsorship in E-Newsletters</td>
<td>2 E-Newsletters</td>
<td>1 E-Newsletter</td>
<td>1 E-Newsletter</td>
</tr>
<tr>
<td>Complimentary Exhibitor Badge</td>
<td>8</td>
<td>4</td>
<td>2</td>
</tr>
<tr>
<td>Placing Roll-Ups in the Venue</td>
<td>2 Roll-Up</td>
<td>1 Roll-Up</td>
<td>X</td>
</tr>
<tr>
<td>Logo on the Sponsors Board</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Sponsorship fee</td>
<td>17,250- GBP</td>
<td>6,000- GBP</td>
<td>2,000- GBP</td>
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</tbody>
</table>
SPONSORSHIP OPPORTUNITIES

E-ITEMS

ISAD SOCIETY MOBILE APPLICATION  
4,000- GBP

ISAD Society uses the App not just for meeting but also for all other educational events during the year. The App engages attendees with personalized planning tools and real-time event updates. The App transforms smartphones, tablets and laptops into a tool for active meeting participation, making it easy for participants to access meeting information they need and to connect with speakers and colleagues. The App includes the scientific program, abstracts, speaker info, participant lists, polling system for sessions/speakers and a personalized scheduler and is easily downloadable from the App Store and Google Play.

ISAD Society App sponsorship includes:
- Supporter acknowledgement on the splash/pop-up screen of the app: “Supported by: company name/logo” (product logo is permitted)
- Signage on site with App QR code and “Supported by: company name/logo” (product logo is permitted)
- 2 “push notifications” are included in the sponsorship package.
- Priority listing in the list of Meeting exhibitors.
- Sponsor’s logo to be placed on the congress website with hyperlink of Sponsor’s company/product website
- A 100-words company profile to be published in the App
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App

Sponsorship will apply 1 month before the start of Meeting until the 1 month before the start of next meeting.

HOSPITALITY OPPORTUNITIES

COFFEE BREAK (DAILY)  
1,750- GBP

Coffee and tea will be served during the breaks in the venue. Hospitality provided will be in compliance with all relevant industry codes.

- Opportunity to have a one-day display of company’s logo/roll-up at the catering point located within the exhibit area
- Opportunity to provide items (e.g. napkins, sugar bags, cups etc.) bearing company logo for use during the supported break (items to be provided by the sponsor)
- Sponsor’s logo to be placed on the meeting website with hyperlink of Sponsor’s company/product website
- A 100-words company profile to be published in the App
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App
SPONSORSHIP OPPORTUNITIES

LUNCH (DAILY)  
1,750- GBP

Sponsor will have the opportunity to promote through the lunch on the selected date.

- Sponsor’s banners to be placed at the lunch area and mini company flags to be placed on the stations/tables
- Sponsor’s logo to be placed in Congress publications with the phrase “Lunch Sponsored by”
- Dates will be allocated on a “First come, First Served” basis
- Sponsor may require to brand the napkins to be used during the lunch service (at Sponsor’s own cost)
- Sponsor’s logo to be placed on the congress website with hyperlink of Sponsor’s company/product website
- A 100-words company profile to be published in the App
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App

NETWORKING WELCOME RECEPTION  
3,500- GBP

Sponsor will have the opportunity to promote itself through a networking reception to which all registered attendees are invited. Hospitality and any activities provided will be in compliance with all relevant industry codes.

- Sponsor’s logo on sign at the entrance to the Welcome Reception
- Opportunity to provide items bearing company logo for use at the event
- Highlighting the sponsorship and introducing the company representative by meeting chair.
- Brief address to the delegates from company representative.
- Sponsor’s logo to be placed on the congress website with hyperlink of Sponsor’s company/product website
- A 100-words company profile to be published in the App
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App
SPONSORSHIP OPPORTUNITIES

PROMOTIONAL OPPORTUNITIES

LUNCHEON SYMPOSIUM

8,000- GBP

Sponsorship of an official Luncheon (Satellite) Symposium, up to 45 minutes. The program, the timing and the topic are subject to the approval of the Meeting Scientific Committee. Includes hall rental, standard audio/visual equipment, display table.

- Permission to use the phrase: “Luncheon Symposium Sponsor of the ISAD 2018 Meeting”
- Announcement of the Luncheon Symposium to the Meeting participants with an electronic newsletter
- Sponsor’s banners to be placed within the session hall (provided by sponsor).
- Inclusion of the sponsor’s symposium invitation cards/programs in the Meeting bags (the invitation cards/programs to be provided by the Sponsor)
- Luncheon symposium program and symposium speakers’ abstracts to be included in the App.
- A 100-words company profile to be published in the App
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App

*Speakers will be invited by the Sponsor and their registration fees, accommodation and travel costs will be covered by the Sponsor. This also applies in the case the Symposium speakers have already been invited as speakers of the general scientific program.
**The additional costs for lunch boxes which will be served during the Luncheon Symposium will be covered by the sponsor company.

COURSE SPONSORSHIP

• Sponsor’s logo to be used in the announcements of the Pre-Meeting Course to the meeting participants with an electronic newsletter
• Sponsor’s banners/roll ups to be placed at the entrance of the course hall (Display materials to be provided by the Sponsor)
• Distribution of the Sponsor’s flyers (A5 or A4, maximum 2 pages) to pre-meeting course participants with the course materials.
• Pre-meeting Course program to be included in the App with the logo of the Sponsor
• Pre-meeting Course program will be planned by the Local Organizing Committee without the involvement of the Sponsor.
• Sponsor’s logo to be placed on the congress website with hyperlink of Sponsor’s company/product website
• A 100-words company profile to be published in the App
• Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App
**SPONSORSHIP OPPORTUNITIES**

**LANYARDS**

Sponsorship option of the meeting lanyards includes the production of these materials which will be handled by the Organizing Secretariat (limited with 1 company).

- Sponsor’s name and/or logo to be printed together with the Meeting logo that will be distributed to the delegates and exhibitors.
- The design of the lanyard is subject to the approval of Organizing Committee.
- Opportunity of discounted rate of 2,000 - GBP if lanyards are provided by sponsors' side. The materials need to be approved by Organizing Committee.
- Sponsor’s logo to be placed on the congress website with hyperlink of Sponsor's company/product website.
- A 100-words company profile to be published in the App.
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App.

**NOTEPADS & PENS**

Sponsorship of the Meeting pens and notepads includes the production of these materials which will be handled by the Organizing Secretariat (limited with 1 company).

- Sponsor’s name and/or logo to be printed together with the Meeting logo on the notepads and pens that will be distributed in the Meeting bags.
- The design of the pens and notepads is subject to the approval of Organizing Committee.
- Opportunity of discounted rate of 1,250 - GBP if notepads and pens are provided by sponsors' side. The materials need to be approved by Organizing Committee.
- Sponsor’s logo to be placed on the Meeting website with hyperlink of Sponsor's company/product website.
- A 100-words company profile to be published in the App.
- Acknowledgement with the Sponsor's logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App.
SPONSORSHIP OPPORTUNITIES

MEETING BAGS

Meeting bags will be selected and approved by the Organizing Committee, and the production will be handled by the Organizing Secretariat

- Sponsor’s logo to be printed on the Meeting bags together with the Meeting logo/name
- The design of the bags is subject to the approval of Organizing Committee
- Opportunity of discounted rate of 1,500 - GBP if meeting bags are provided by sponsors’ side. The materials need to be approved by Organizing Committee.
- Sponsor’s logo to be placed on the congress website with hyperlink of Sponsor’s company/product website
- A 100-words company profile to be published in the App
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App
SPONSORSHIP OPPORTUNITIES

ADVERTISEMENT OPPORTUNITIES

MINI PROGRAM

The Mini Program is a portable information book for delegates containing key information on schedule of the meeting. Mini (pocket) program will be distributed to all participants together with their name badges.

- Sponsor’s logo to be placed on the congress website with hyperlink of Sponsor’s company/product website
- A 100-words company profile to be published in the App
- Acknowledgement with the Sponsor’s logo on the Sponsors & Exhibitors Board during the Meeting and also in the Mini Program and App

| MINI PROGRAM BOOK INSIDE FRONT COVER (limited to 1 company) | 1,000- GBP |
| MINI PROGRAM BOOK INSIDE PAGE (limited to 3 companies) | 500- GBP |

BAG INSERT

Inclusion of one-page promotional material in the participants’ meeting bags. Material should be provided by the Supporter and approved by the Secretariat. Supporters’ product information will be available for all meeting participants. The distribution arrangement will be advised.

| ROLL-UP (per roll-up) | 1,000- GBP |

Promotion of the Supporter via roll-ups within the meeting venue. All roll-ups must be provided by the Supporter (Kenes Group can provide assistance for the production). Location of roll-ups to be determined by the Meeting Secretariat with the approval of the Organizing Committee.

Please note that it is the Exhibitors’/Supporters’ responsibility to comply with the local authority’s regulations, EFPIA (European Federation of Pharmaceuticals Industries & Associations) www.efpia.org, Eucomed (represents Medical Technology industry) http://archive.eucomed.org/ and IFPMA (International Federation of Pharmaceutical Manufacturers & Associations) www.ifpma.org Code of Practice for the promotion of medicines. Failure to comply with these regulations may not be used as a ground to declare the contract void. Failure to comply with the rules and regulations will not expose the Organizer to any suits, demands by the Exhibitor/Supporter or any other third party.

***All pictures are illustrations only.
PAYMENT CONDITIONS FOR SPONSORSHIP & EXHIBITION ITEMS

PAYMENT PLAN & CONDITIONS

The below payment plan will be applied for all sponsorship and exhibition items except the Advertisement options. For the advertisement options, full payment is required at time of confirmation.

<table>
<thead>
<tr>
<th>Payment Type</th>
<th>Percentage</th>
<th>conditions</th>
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</thead>
<tbody>
<tr>
<td>1st payment</td>
<td>50%</td>
<td>50% payment is required upon the confirmation of the sponsorship.</td>
</tr>
<tr>
<td>2nd payment</td>
<td>50%</td>
<td>Before April 30, 2019</td>
</tr>
</tbody>
</table>

All payments should be finalized before the Meeting dates.
- The invoices will be issued after the Meeting
- The payment conditions on the related application forms will be valid for all sponsorship & exhibition applications.

CANCELLATION POLICY

Any request for cancellation of your sponsorship must be made in writing to the Organizing Secretariat, Ms. Merve Tufekci (mtufekci@kenes.com) Mr. Ferhat Can Ula (fula@kenes.com)
- For cancellations before April 30, 2019; full payment less the bank charges will be refunded.
- For cancellations between April 30 and May 31, 2019; 50% of the sponsorship/exhibition payment will be charged as penalty and the rest less the bank charges will be refunded.
- For cancellations on or after June 1, 2019; full sponsorship/exhibition amount will be charged and no refunds will be made.
- The refunds will be made within 30 days after the Meeting dates.

GENERAL TERMS & CONDITIONS

The Terms and Conditions for Sponsor and Exhibition will be included in the booking form. Please note that signing the Booking Form and the Contract indicates acceptance of these Terms and Conditions.

VAT INFORMATION

VAT (Subject to Change)
All Sponsorship amounts are exclusive of VAT.

PAYMENT METHODS

It is possible to make the sponsorship and/or exhibition payments via bank transfer or via credit card. Individual and/or corporate cheques are not acceptable for the sponsorship & exhibition payments.

Bank Transfer:
Account Name : ISAD 2019 Congress, London
Account Number : 0251-1500934-92-108
IBAN : CH09 0483 5150 0934 9210 8
Bank Name : Credit Suisse
Branch : Genève
SWIFT Code : CRESCHZZ80A
Address Of The Bank : Rue de la Monnaie 1-3 | 1204 Genève | Switzerland

Credit Card:
Visa and Mastercard is accepted for the credit card payments. Please indicate all required credit card details on the application form.
## BOOKING FORM

### COMPANY CONTACT INFORMATION

<table>
<thead>
<tr>
<th>CONTACT NAME</th>
<th>COMPANY NAME</th>
<th>VAT NUMBER</th>
<th>ADDRESS</th>
<th>CITY</th>
<th>POST / ZIP CODE</th>
<th>COUNTRY</th>
<th>TELEPHONE</th>
<th>EMAIL</th>
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</tbody>
</table>

### SPONSORSHIP PACKAGES

<table>
<thead>
<tr>
<th>Product Name</th>
<th>Unit Price</th>
<th>Quantity</th>
<th>Total inc. VAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main</td>
<td>17.250 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Major</td>
<td>6.000 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Standart</td>
<td>2.000 GBP</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### GRANT

<table>
<thead>
<tr>
<th>Product Name</th>
<th>Unit Price</th>
<th>Quantity</th>
<th>Total inc. VAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>Educational Grant</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### SPONSORSHIP OPPORTUNITIES

<table>
<thead>
<tr>
<th>Product Name</th>
<th>Unit Price</th>
<th>Quantity</th>
<th>Total inc. VAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>ISAD Society Mobile Application</td>
<td>4.000 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Coffee Break (per break)</td>
<td>1.750 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lunch (Daily)</td>
<td>1.750 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Welcome Reception</td>
<td>3.500 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Luncheon Sponsorship</td>
<td>8.000 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lanyards</td>
<td>2.750 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Notepads &amp; Pens</td>
<td>1.750 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Conference Bags</td>
<td>2.750 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mini Program Inside Front Cover</td>
<td>1.000 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Mini Program Inside Page</td>
<td>500 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bag Insert</td>
<td>750 GBP</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Roll-Up (per roll-up)</td>
<td>1.000 GBP</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
BOOKING FORM

EXHIBITION

Choice #1: 
Choice #2: 
Choice #3: 

☐ Provisional Booking: The item will be released if not confirmed within 14 days  
☐ Please send us a contract and first deposit invoice

PAYMENT PLAN:
1\textsuperscript{st} payment: 50% payment is required upon the confirmation of the sponsorship and exhibition space
2\textsuperscript{nd} payment: 50% payment is required before March 31, 2019.
- All payments should be finalized before the event dates.
- The invoices will be issued after the event.
- The payment conditions on the related application forms will be valid for all sponsorship & exhibition applications

PAYMENT METHODS

☐ Bank Transfer
Account Name: ISAD 2019 Congress, London
Account Number: 0251-1500934-92-108
IBAN: CH09 0483 5150 0934 9210 8
Bank Name: Credit Suisse – BRANCH: Genève
Swift Code: CRESCH2Z80A
Address: Rue de la Monnaie 1-3 | 1204 Genève | Switzerland

☐ Credit Card
Credit Card No: 
Visa ☐  Mastercard ☐
Expiry Date: Month ☐  Year ☐
CVC2 Code: 

COMPANY CONTACTS

Company contact for Finance (invoicing) ☐ Same as Primary Contact

NAME 
EMAIL 
PHONE NUMBER 
MOBILE NUMBER

SIGNATURE

We accept the contract terms and conditions and agree to abide by the guidelines for industry Participation for the 10\textsuperscript{th} Conference of the International Society for Affective Disorders.

☐ I am authorized to sign this form on behalf of the Applicant/Company.

FULL NAME 
SIGNATURE 
TITLE 
DATE
GENERAL TERMS & CONDITIONS

Clause 1: Participant (Exhibitor or Sponsor Company) is required to send the signed application form and make the related payment to KENES GROUP (Organizing Secretariat) in order to be an exhibitor or sponsor in the mentioned organization. Following this process, KENES GROUP will send an official document to the participant company that is confirming the sponsorship or stand rental.

Clause 2: The application form will be signed by the Participant and KENES GROUP. The validity of the application form depends on the agreement between all parties on all conditions required in this document.

Clause 3: Participant’s liability starts with the signage of the application form. By declining to attend the exhibition, Participant will not be released of their liabilities.

Clause 4: KENES GROUP will prepare the exhibition area as the stand areas have been marked, any additional requirements have been provided. The stand area to be rented to the Participant, will be signed on the exhibition floorplan, the stand number, size and payment conditions will be indicated in the application form. In the case Participant requires a shell scheme package (with an additional cost), the company name will be written by KENES GROUP with a type size that can be read easily by the participants.

Clause 5: Participant is obliged to get the approval of KENES GROUP for the design of their special stand project. KENES GROUP is authorized to check the project in detail and make necessary arrangements in order to provide the convenience of the project.

Clause 6: KENES GROUP has the right to re-arrange the exhibition floorplan and change the stand places upon request of an exhibitor or due to any eligible reason. The maximum stand height will be announce in the exhibition technical manual.

Clause 7: The exhibition/sponsorship fees are calculated;

I. Stand space indicated on the exhibition and sponsorship booking form.
II. Sponsorship benefits mentioned under the related sponsorship title listed in this prospectus.
III. Providing the information office services
IV. Providing the general security and cleaning services of the exhibition area (participants are obliged to clean their stands)
V. Participants are responsible from the safety and insurance of their products within their stand areas.

Clause 8: The services which are not included in the exhibition/sponsorship fee and can be provided additionally due to Participant’s additional order and payment are listed as below:

I. Additional exhibitor badge(s)
II. Phone and/or internet lines
III. Catering services
IV. Additional stand equipment including furniture, AV equipment, floral decoration, etc.

Clause 9: Participant has the interior design of the stand done on their own budget. Participant is liable to have a competent staff work at their stand who can give technical and commercial information to the participants within the exhibition opening hours.

Clause 10: Exhibition area will be open on 14 – 16 November 2019.

Clause 11: Exhibition set-up hours has been mentioned between in the exhibition information section (page _ ) of this document. Participants are only allowed to proceed the set-up of their stand only for decoration work in that timeframe. On the closing day of the exhibition all the stands should be dismantled and cleared out between the hours indicated in the exhibition information section of this document. KENES GROUP has the right to throw out the materials which are not taken out from the stand area within this dismantling time without any prior warning. Any damages and expenses occurred has to be covered by the Participant.

Clause 12: Exhibition organized by KENES GROUP might completely or partly becomes impossible to be operated due to force majeure (circumstances that are not under the control of KENES GROUP, such as interventions of government or any other official authorities, war, strike, riot, coup d’état, quarantine, epidemic diseases, civil turmoil, natural disasters etc.). In the case of occurrence of any of the above mentioned reasons, KENES GROUP does not admit any liability.

Clause 13: Participant that signs the acceptance form is obliged to correspond to the exhibition terms and conditions, as well as the exhibition timetable.

Clause 14: CANCELLATION POLICY: All cancellation requirements have to be sent to KENES GROUP in writing. For cancellations received until April 30, 2019, full payment will be refunded within 15 days after the exhibition dates. For cancellations received between April 30 and May 31, 2019, 50% of the payment will be charged as a penalty and the rest, less the bank charges will be refunded. The refunds will be made within 15 days after the event dates. For cancellations received on or after June 1, 2019, full payment will be charged and no refunds will be made.

Clause 15: Any agreement between the stand area such as distributing promotional materials, organizing a special activity for the participants, serving food & beverage, using any audio visual system, etc. should not disturb the exhibition in general, as well as the participants of the conference and exhibition.

Clause 16: Participants are not allowed to make any promotion for their companies and/or products out of their rented stand area, or anywhere place which have not been indicated in the sponsorship benefits listed under the related sponsorship title.

Clause 17: In the case the Participant causes any material damage in the event venue they are obliged to make restitution for the related damage. Clause 18: In the case the Participant exceeds their stand area size, they should dismantle their stand and set-up again with the correct size.

Clause 19: The regulations of the event venue will apply for food & beverage services in the stand area. Therefore, Participant is required to inform KENES GROUP prior to the organization dates regarding the food & beverage services planned within the scope of their participation.

Clause 20: ACCELERATION – INTEREST CONDITION: The payment plan is as it is indicated in the application form, and in the case of any delays in any of the payments due to any reasons, the full amount of the deferred payment will become due and has to be paid immediately.

Clause 21: INTEGRITY OF THE AGREEMENT; this agreement includes all agreed correspondence between both parties and takes the place of all prior written or verbal correspondences. Any changes on this agreement has to be done in writing and signed by the authorized representatives of both parties.

Clause 22: DIVISIBILITY OF THE AGREEMENT; Any court ruling about disallowance of any of the clauses of this agreement (no matter completely or partly) will not affect other clauses to be applied.

Clause 23: TERMINATION OF THE AGREEMENT; Termination of the agreement does not affect the rights and liabilities of both parties arises from this agreement before the time of termination. In the case this agreement is terminated under the mentioned circumstances, KENES GROUP will not be under any liability to the Participant, and Participant accept and commits that they will not claim anything including a compensation for any losses or lack of profit.

Clause 24: CONDITION OF PROOF; KENES GROUP’s records will be considered valid in the case of any conflicts arises between both parties. Clause 25: CONDITION OF AUTHORIZATION; Istanbul Courts and Istanbul Enforcement Offices are authorized for the settlement of any conflicts arises from the implementation of this agreement.

Clause 26: These agreement conditions are a part of the application form, and become effective by signing the application form.

Clause 27: This agreement is consisting of 27 clauses.