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Dear Sir, Madam,

We are writing this letter to request your support of the 18th International Congress on Pediatric Pulmonology – CIPP XVIII – to be held in Tokyo Chiba, Japan, June 27-30, 2019.

We invite you to support this meeting by way of a display booth, support a scientific session, organization of satellite symposia or support of one of the Young Investigator prizes or the poster award, or the proceedings (published as a supplement of Pediatric Pulmonology / Wiley)...

Alternative option would be to support the participation of pediatric pulmonary physicians at all levels to attend this meeting, or having representatives from your own organization register and attend the meeting.

Please see the options outlined in the accompanying material.

In the 20 years of its activity, CIPP has emerged as the single most significant stand-alone international pediatric pulmonology conference, and our recent meetings were able to attract over 800 delegates from around the world (70 countries were presented at CIPP XVII Toledo). Together with its sister course (International Course on Pediatric Pulmonology – ICPP 15 The Course), it has become the leading platform of exchange of ideas, education, and cross-fertilization of pediatric pulmonologists worldwide.

Despite the attendance record, we remain dependant on industry sponsorship to be able to sustain our excellence. Starting 2011, CIPP became an annual event and at each of our meetings our sponsors will have direct access to this wide panel of the most prominent specialists and researchers in the field of Pediatric Pulmonology.

Please feel free to contact any of us directly if you have any questions regarding this important international meeting, or contact the CIPP XVIII secretariat (details below)

Sincerely yours,

The CIPP Founding Fathers:

Andrew Bush
London, UK
A.Bush@rbht.nhs.uk

Andrew Colin
Miami, USA
AColin@med.miami.edu

Eitan Kerem
Jerusalem, Israel
EitanK@hadassah.org.il

Bruce Rubin
Richmond, USA
BRubin@mcvh-vcu.edu

Jean-Paul Praud
Sherbrooke, Canada
Jean-Paul.Praud@USherbrooke.ca
Dear Industry Partners

It has become a great tradition for pediatric pulmonologists from all over the world to attend the International Congress on Pediatric Pulmonology (CIPP), the only global congress entirely devoted to our specialty. In the name of the whole organizing committee, it is my pleasure to invite all of you to the 18th International Congress on Pediatric Pulmonology (CIPP XVIII) that will be held in Tokyo-Chiba, Japan, June 27-30, 2019.

Over the period of almost two decades, CIPP has acquired an excellent reputation among practicing pediatricians and clinical academics as the premiere forum for sharing new information in all areas of pediatric pulmonology, and as a unique place for interactions between the clinical and academic communities. CIPP offers the unique opportunity for state-of-the-art reviews of advances in this field, debates on controversial issues, clinical sessions and cutting edge clinical science.

The CIPP faculty comprises leading specialists and researchers from all parts of the world, bound by the common purpose of improving the management of our young patients. Uniquely, the faculty includes strong participation from the developing countries, offering a rare window of opportunity for the developed and developing world to learn from each other. In addition to the plenary sessions and topic symposia, CIPP offers a number of interactive sessions, including research presentations, clinical case discussions, bronchoscopy and chest imaging quizzes, and a series of hands-on courses in areas of great interest to our public.

Another unique aspect of the congress is a strong focus on the next generation of leaders, with a forum for Young Investigators to present their exciting work in unopposed sessions, and an Award program to promote attendance and active participation of junior researchers. The meeting has been organized in such a way that it minimizes time away from the office or university while allowing you to earn continuing medical education (CME) credits. By attending three consecutive days you can earn up to 24 CME credits.

For the Tokyo Congress, we have continued our long-established and successful practice of having clinical and translational science session tracks covering all aspects of respiratory diseases in childhood - look for the labels and key for various tracks inside the program. The program has been expertly finalized by Drs. Sejal Seglani and Amir Kugelman (Scientific Program Committee Co-Chairs), with the invaluable input from the Central Organizing Committee and our International Advisory Board.

The areas which will be covered include the broad range of pediatric respiratory disorders, such as asthma and respiratory allergies, respiratory infections (including tuberculosis) and their complications, antibiotic resistance, neonatal lung diseases and their outcomes, sleep disorders, critical care, rare lung diseases.

In addition, this year, we have included exciting post-graduate courses on Pediatric Sleep Disorders, Clinical Radiology and Therapeutic Endoscopy in Pediatric Respiratory Medicine.

We hope you will enjoy your time in this beautiful, fascinating Japanese city.
ABOUT THE MEETING

The 1st CIPP organized in Nice in 1994 at the initiative of Professors Alain Grimfeld (France) and Jean-Paul Praud (Canada QC) was an enormous success as a new platform that brought together Respiratory specialists and Pediatricians around the emerging specialty common to all concerned, Pediatric Pulmonology.

The organizers of the CIPP had achieved, for the first time, the challenging feat: that of creating a close working relationship between leading specialists in pediatric pulmonology from developed and developing countries around a number of common themes: Asthma and respiratory allergies, respiratory infections and tuberculosis, Cystic Fibrosis and Snoring.

Over the years, CIPP has acquired a reputable status among prestigious congresses in both Pulmonology and Pediatrics by focusing its attention specifically on the pediatric aspect of respiratory diseases, in keeping with the standards of large international meetings.

Twenty years later, CIPP XVII was a major international event where physicians treating children with chest diseases coming from 70 countries attended for the meeting in Toledo, Spain.

We are continuing to build on this international co-operation; speakers will come from all parts of the world, ready to learn and to teach. The twin themes of the meeting will be: ‘What have I got to teach others practicing in a different environment from my own?’ and ‘What have I got to learn from others practicing in an environment different from my own?’ We will come together from the developed and the developing world to learn together for the common purpose of improving on the treatment of our young patients and thus to be better upon our return home.

For this 18th edition, which will take place in Chiba/Tokyo, we are expecting once again a numerous attendees from all around the Globe.

The 18th CIPP has also endeavored to increase its educational activities

In addition to plenary sessions and topic symposiums, CIPP also offers:

- keynote lectures given by renowned leaders of Pediatric Pulmonology,
- Post-graduate Courses,
- interactive sessions both in conventional format and in Quiz and hands-on forms on the use of the newest and latest technology in bronchoscopy and respiratory imaging,
- interactive clinical case sessions
- satellite symposia sponsored by the Industry under the heading of a renewed partnership.

A prestigious platform offered to young investigators

The young investigator’s forum at the 18th CIPP will gain center place.

The Young Investigator Award will include 3 prizes to young investigators in Pediatric Pulmonology whose work has been selected by an international special jury.

These recipients will be offered the opportunity to present their research in a plenary session.

The remaining works submitted and selected for scientific merit, will be presented in Poster session for the duration of the congress.

The Top 5 Poster Prizes will award the five best posters selected by the same jury.

And the best poster from African countries will recieve the Max Klein’s Award.

This broad opening to the world and especially the support of young investigators remains the hallmark of CIPP.
COMMITTEES

Central Organizing Committee

FOUNDING FATHERS
Andrew Bush London, UK
Andrew Colin Miami, USA
Eitan Kerem Jerusalem, Israel
Bruce Rubin Richmond, USA
Jean-Paul Praud Sherbrooke, Canada

PRESIDENT
Giovanni Rossi Genoa, Italy

FORMER PRESIDENTS
Renato Stein Porto Alegre, Brazil
Adnan Custovic London, UK
Alexander Tuazon Manila, Philippines
Petr Pohunek Prague, Czech Republic
Heather Zar Cape Town, South Africa
Gary Wong Hong Kong, China

CO-CHAIRS SCIENTIFIC PROGRAM COMMITTEE
Sejal Saglani London, UK
Amir Kugelman Haifa, Israel

CHAIR, ABSTRACT & AWARD COMMITTEE CHAIR, PEER REVIEW
Manuel Soto-Martinez San Jose, Costa Rica

CHAIR, ABSTRACT & AWARD COMMITTEE
Manuel Soto-Martinez San Jose, Costa Rica

Local Organizing Committee

PRESIDENT
Masato Takase Tokyo

MEMBERS
Takao Fujisawa Tsu, Mie
Kazunobu Ouchi Kurashiki, Okayama
Hisaya Hasegawa Tokyo
Shigemi Yoshihara Mibu, Tochigi

Secretariat
Anne Flore Bidart
3 avenue Sainte-Claire,
06100 Nice, France
Tel + 33 (0) 497 038 597
E-mail: cipp@cipp-meeting.org
Website: www.cipp-meeting.org

International Advisory Board

ARGENTINA .......... Conrado Llapur
AUSTRALIA .......... Peter Le Souef, Sunaeline Devadason
BELGIUM ............ Christiane De Boeck
BOSNIA & HERZEGOVINA .... Amina Selimovic
BRAZIL .......... Paulo Camargos
CANADA .......... Larry Lands
CHILE .......... Hector Aranibar, Jose Antonio Castro-Rodriguez
CHINA .......... Kunling Shen, Yixiao Bao
COLOMBIA .......... Carlos Jimenez-Espinell
CROATIA .......... Mirjana Turkalj
CZECH REPUBLIC .... Petr Pohunek
DENMARK .......... Frederik Buchvald
DOMINICAN REPUBLIC .... Aledo Hernandez
FINLAND .......... Kirsi Malmivaara
FRANCE .......... Michael Fayon
GERMANY .......... Theodor Zimmermann
GREECE .......... Dimos Gidaris
GUATEMALA .......... Edgar Belteton
HONG KONG .......... Daniel Ng
HUNGARY .......... Hajnalka Szabo
INDIA .......... Varinder Singh, Indu Khosla
INDONESIA .......... Cissy Kartasasmita
IRAN ............ Ashkan Moslehi
IRELAND ........ Des Cox
IRELAND .......... Michael Shields
ISRAEL ........... Lea Bentur
ITALY .......... Renato Cutrera
JAPAN .......... Masato Takase
JORDAN .......... Yazan Said
KENYA .......... Anne Irunu
LEBANON .......... Paul-Henri Torbey, Zeinat Hijazi
LUXEMBURG ....... Alexander Schulze-Berge
MALAYSIA .......... Jessie de Bruyne
MEXICO .......... Laura Gochicoa
NEW ZEALAND .... Catherine Byrnes
NIGERIA .......... Ada Ayuk
NORWAY .......... Kai Hakon Carlson
PANAMA .......... Jenerfer Wittgreen
PERU .......... Carlos Mendoza Fox
PHILIPPINES .... Milagros Salvador-Bautista
POLAND .......... Grzegorz Lis
PORTUGAL .......... Teresa Bandeira
QATAR .......... Ibrahim Janahi
ROMANIA .......... Laura Dracea
RUSSIA .......... Yuri Mizernitski
SAUDI ARABIA .... Maha Al Dabbagh
SENEGAL .......... Mamadou Ba
SINGAPORE .......... Ann Goh
SOUTH AFRICA ...... Pierre Guissard
SOUTH KOREA .... Kim Jin Taek
SPAIN .......... Antonio Martinez Gimeno, Luis Garcia-Marcos
SWEDEN .......... Goren Wennergren
SWITZERLAND .... Philipp Latzin
TAIWAN .......... Frank Lu
THAILAND .......... Aroonwan Preuthipan
THE NETHERLANDS .. Elianne Vrijlandt
TURKEY .......... Ayhan Gocmen, Nural Kiper
UK .............. James Paton
USA .......... Mikhail Kazachkov
VIETNAM .......... Dung T. Nguyen

International Advisory Board
GENERAL INFORMATION

Venue
Makuhari Messe
2 Chome-1 Nakase, Mihama Ward
Chiba, Chiba Prefecture 261-0023, Japan
TEL: +81-43-296-000
https://www.mmesse.co.jp/en/

Location and means of access
5 min walk from JR Keiyo Line
Kaihinmakuhari Station.
- 30 to 40 minutes from Narita Airport to
Makuhari Messe Chuo or Kaihinmakuhari
Station by direct Expressway Bus.
- 30 to 40 minutes from Haneda Airport to
Makuhari Messe Chuo or Kaihinmakuhari
Station by direct Expressway Bus.
- 30 minutes from Tokyo Station to
Kaihinmakuhari Station by JR Keiyo
Line rapid train.

Secretariat
Anne Flore Bidart, MD
E-mail: cipp@cipp-meeting.org
Website: www.cipp-meeting.org

Organizers
Mediaxa – PCO Medical Events
3 avenue Sainte-Claire · 06100 Nice, France
Tel: +33 497 038 597
abidart@mediaxa.com
pantonietti@mediaxa.com
Climate
The temperature in June in Chiba is 23° (20° to 26°).
The climate is hot and humid with frequent thunderstorms in the middle of the day.

Regulations for Foreing Visitors to Tokyo Chiba (Japan)
As of July 2017, Japan has taken measures concerning the Visa Exemption Arrangements with 68 countries and regions as the chart below.
Nationals and citizens of those countries and regions shown below are not required to obtain visas to enter Japan when their visits are tourism, commerce, conferences.

Please consult the following link https://www.mofa.go.jp/j_info/visitvisa/short/novisa.html which lists the States whose nationals can benefit from a visa exemption for a temporary stay.

Currency
The Yen (JPY also abbreviated as JP¥) is the official currency of Japan. It is the third most traded currency in the foreign exchange market after the United States dollar and the euro.

Japan is very much a cash-driven economy, with a lot of places still only accepting cash. It is best to get some cash converted before you leave home so you have change to catch the train to your destination, otherwise you can access cash exchange places at the airport.

Also keep in mind that while credit, debit and travel money cards are accepted by some larger companies in Japan, many places (including hostels and small restaurants), will still only accept cash.

Make sure you plan ahead so that you will have enough money on you for the day.

Liability and Insurance
The meeting secretariat and organizers cannot accept liability for personal accidents or loss or damage to private property of participants and accompanying persons, either during or indirectly arising from the CIPP XVIII.
INFORMATION FOR SPONSORS

Application for sponsorship

Applications for sponsorship must be made:
• via our website (click on “sponsorship & exhibitors”)
• or in writing with the enclosed booking enquiry form to:

CIPP XVIII Secretariat
3, avenue Sainte-Claire. 06100 Nice, France
Tel: +33 (0) 497 038 597
E-mail: cipp@cipp-meeting.com
Website: www.cipp-meeting.org

Sponsorship Booking form:
Once a Sponsorship Booking Form is received a contract will be sent to you for signature with an accompanying invoice. This contract should be signed and returned with a 60% deposit payment of the total Sponsorship. Upon receipt of the Sponsorship Booking Form the organiser will reserve the items listed in it.
Completion of the Booking Form by the Sponsor shall be considered as a commitment to purchase the items.

THE PASSPORT

This year we have updated our concept with the “CIPP Passport” intended to involve our sponsors exhibiting as close partners and not simply exhibitors.
The CIPP Passport is an opportunity to dynamize the participation of exhibitors and attendees and to increase the traffic within the exhibition, by involving both in a multiple choice question contest to test their knowledge of your products being marketed today.

How does it work?
Each participant will be given a CIPP passport containing 3 questions per exhibitor (questions are to be provided by the exhibitor) which they will have to answer correctly to obtain your approval stamped in the passport (see example below).
Winners will be awarded a prize on the occasion of the closing ceremony.
SPONSORSHIP OPPORTUNITIES

Application for sponsorship

Every Sponsor will be acknowledged on the CIPP XVIII Website to his level of participation*. Level will be determined according to the total amount of sponsorship as follows:

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<td>PLATINUM SPONSOR</td>
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<td>Sponsor’s logo will appear on the CIPP Website with an hyperlink from this logo to a website of their choice. Acknowledgement as a Platinium Sponsor in the Final Scientific Program and on the CIPP main webpage.</td>
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<tr>
<td>GOLD SPONSOR</td>
<td>3</td>
<td>Sponsor’s logo will appear on the CIPP Website with an hyperlink from this logo to a website of their choice. Acknowledgement as a Gold Sponsor in the Final Scientific Program and on the CIPP main webpage.</td>
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<td>SILVER SPONSOR</td>
<td>2</td>
<td>Sponsor’s logo will appear on the CIPP Website. Acknowledgement as a Silver Sponsor in the Final Scientific Program and on the CIPP main webpage.</td>
</tr>
<tr>
<td>BRONZE SPONSOR</td>
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<td>Sponsor’s logo will appear on the CIPP Website. Acknowledgement as a Bronze Sponsor in the Final Scientific Program and on the CIPP main webpage.</td>
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* “Sponsor”/“Exhibitor” booking items/space with a contribution of less than € 12,000 will be acknowledged as “Sponsor”/“Exhibitor” only.
## LIST OF SPONSORSHIP ITEMS

### Satellite Symposium  € 34 000

Exclusive Sponsorship of an Official Symposium in a Plenary Room, up to 90 minutes, program subject to the approval of CIPP XVIII Scientific Committee.

- Permission to use the term “Satellite Symposium of CIPP XVIII”
- Inclusion of Sponsor’s Symposium invitation and company brochure in the CIPP XVIII bags (insert to be provided by the Sponsor)
- Symposium Programs are to be included in the Final Scientific Program
- Includes: conference room rental, standard audio/video equipment
- Allocated dates for Satellite Symposia: Thursday June 27 late afternoon, Friday June 28 lunchtime, Saturday June 29 lunchtime and Sunday June 30 lunchtime.

**For the above Satellite Symposia packages, the following applies:**

- Special time slots have been designated and will be allocated on a “first come, first serve” basis.
- The sponsoring company for the Satellite Symposia may select speakers and topics.
- The sponsoring company in addition to the sponsorship fee, must cover all speakers’ expenses, including registration fees accommodation and travel expenses. This also applies where the Symposium speakers have already been invited by the CIPP XVIII.
- Satellite Symposia programs are subject to approval by the CIPP XVIII scientific committee.

### Support of Scientific Session  € 12 000

Exclusive Sponsorship for the Scientific Program by means of an independent medical education grant, for a session of 90 minutes.

- Announced in Final Scientific Program with logo and following text: “This session is supported by an unrestricted educational grant from … ”
- Acknowledgement in Sponsors’ List in the Final Program
- Sponsor’s logo on the Meeting website
- Includes: conference room rental, standard audio/video equipment

### Support of the Publication of the Proceedings  € 23 000

Support of the e-Publication of the Proceedings as a supplement of Pediatric Pulmonology journal (Wiley). For an exclusive sponsorship.

- Acknowledgement and logo on the first inside page of the Supplement of Pediatric Pulmonology.
  - The publication will posted on the CIPP website for a year and cited on PubMed.
  - Sponsor’s logo on Meeting website.
  - Acknowledgement in Sponsors’ List in the Final Program.

**The supplement of Pediatric Pulmonology will be recorded on a USB key**

- USB key distributed from the Sponsor’s Exhibition booth
- Exclusive advertisement on the back cover of the exchange voucher
- Sponsor’s logo printed on the body of the USB key
Young Investigator Award € 4,000 per prize

The Organizing Committee has established an Award program to promote attendance of young investigators to the CIPP meetings. Three young investigators will be awarded for the high level of their work.

The 3 prizes will be awarded at the award ceremony.

A representative of the sponsor will be invited at the award ceremony to present the supported prize(s) to the winner(s).

A picture will be published on the CIPP website with acknowledgement to the sponsor.

Top 3 Poster Prize € 900 per prize

The top 3 Poster Prize will award the three best posters selected by the same jury as that of the Young Investigators.

- The top 3 Posters are selected for Scientific merit out of more than 200 posters in competition.
- The Prizes will be awarded at the Closing ceremony on Sunday, June 29.
- Acknowledgement in Sponsors’ List in the Final Program.
- Prizes will be awarded by the Sponsor at the closing Ceremony.

Travel Grants € 1,000 per grant

3 travel grants will be offered to Young Investigators for attendees from Low income Countries:

- Acknowledgement in Sponsors’ List in the Final Program

Poster Area € 6,000

CIPP XVIII displayed over 200 poster boards. This is a clear manifestation of the scientific value of the CIPP Meetings. In 2017 we expect even more poster boards.

- Sponsor’s logo on sign at the entrance to the Poster Area.
- Sponsor’s logo will be displayed on the poster boards.
- Acknowledgement on Sponsors’ List in the Final Program

Speakers’ Designated Area or Ready Room € 5,000

Facilities will be available at the Meeting Venue for speakers and presenters of Abstracts to check their presentations:

- The Sponsor’s name/or company logo will appear on a sign at the entrance to the room
- Opportunity to display Sponsor’s logo on screensavers at each workstation
- Sponsor’s logo on Meeting website
- Acknowledgement in Sponsors’ List in the Final Program
Coffee Breaks € 4 500 per Coffee Break

Coffee will be served during breaks on each day of Meeting sessions.

- Sponsor will have small signs in the coffee area carrying the sponsors’ logo
- Sponsorship will be acknowledged on-site
- Opportunity to brand name the napkins (at an additional cost)
- Sponsor’s logo on Meeting website
- Acknowledgement in Sponsors’ List in the Final Program

Welcoming Reception Buffet € 15 000

This opening social event of the Meeting will take place on Thursday evening and allowing participants to have the opportunity to greet old friends and make new ones.

- Sponsor’s logo will be printed on the Welcoming Reception Buffet invitation and ticket (invitations to be supplied by the sponsor)
- Sponsor’s logo on sign at the entrance to the Welcoming Reception Buffet
- 8 complimentary invitations to the Welcome Buffet Reception
- Sponsor’s logo on Meeting website
- Acknowledgement in Sponsors’ List in the Final Program

Closing Ceremony with Farewell Cocktail Party € 6 000

CIPP parties are well known for their attractive entertaining program and usually attract over 200 participants.

- The Sponsor will have the opportunity to distribute brand named give-aways
- Sponsor’s name and logo printed on function invitation and menu
- Sponsor’s logo on sign at the entrance of the Farewell Cocktail
- Up to 12 complimentary invitations will be given to the sponsor
- Sponsor’s logo on Meeting website
- Acknowledgement in Sponsors’ List in the Final Program

CIPP XVIII Faculty and International Advisory Board Dinner € 6 800

This is an opportunity for the sponsor to be associated with a prestigious dinner for approximately 60 of the top ranking specialists, health decision makers and representatives of the Meeting worldwide:

- Sponsor’s logo on invitations and menus
- Sponsor’s logo on sign at the entrance to the Faculty & CIPP Dinner
- Sponsor’s logo on Meeting website
- Acknowledgement in Sponsors’ List in the Final Program
ADVERTIZING SPONSORSHIP OPPORTUNITIES

The Final Program (105x210mm) will include the complete final scientific, social and tour program as well as the practical information on the Meeting:

- Distributed to all participants in the Meeting bags
- Sponsor’s logo on Meeting website
- Acknowledgement in Sponsors’ List in the Final Program

Meeting Bags (Sole Sponsorship) € 8 000

Organizer will provide the participants’ Meeting bags:

- The bags will bear the Sponsor’s logo and the Meeting logo
- Sponsor’s logo on Meeting website
- Acknowledgement in Sponsors’ List in the Final Program

Insert in Meeting Bag €1 800 per Item

Insert of one brochure, flyer or giveaway in the meeting bag distributed to each participant.

- Sponsor’s logo on Meeting website
- Acknowledgement in Sponsors’ List in the Final Program

Notepads or Lanyards Furnished by sponsor + € 2 000

The right to have their name and logo exhibited on the items furnished.

- The notepads and pens will bear the Sponsor’s name / company logo and will be distributed in the participants’ Meeting bags
- Sponsor’s lanyards will held delegate’s bagde.
- Sponsor’s logo on Meeting website
- Acknowledgement in Sponsors’ List in the Final Program
EXHIBITION

The commercial/technical Exhibition will be held in the Meeting venue. The floor plan has been designed to maximise Exhibitors’ exposure to the delegates.

The Exhibition Floor Plan will be posted online shortly. In the meantime, as companies are expressing an interest in securing their preferred exhibition spaces, we are pleased to receive your preliminary bookings. All spaces will then be allocated based on the reservations received, on a first come, first served basis.

Space only rental (The minimum for exhibition space is 6 sqm)
The price for space only is €650 per square meter.
This includes:
- Exhibitors’ badges
- 100 word company / product profile in the final program
- Cleaning of public areas and gangways

Shell scheme rental
The price for shell scheme is €780 per square meter.
This includes:
- Exhibitors’ badges
- Shell Scheme Frame
- Exhibitor’s name of Flag Sign
- 100 word company / product profile in the final program
- Cleaning of public areas and gangways

Additional benefits:
When you exhibit your company will receive the following additional benefits:
- Listing as an Exhibitor on the Website prior to the Meeting, with link to the Company website
- Listing and profile in the On-Site Programme/ Exhibitor Guide
- Logo on Meeting Website
- Company name on Exhibition signage during Meeting

* Please note: Space only / shell scheme rental does not include any furniture, electrical usage or stand cleaning. All these services and others will be available to order in the Exhibitors’ Technical Manual.

Allocation of exhibition space
Space Allocation will be made on a “first come, first served” basis. A completed Exhibition Booking Form and Contract should be faxed / emailed to ensure reservation of a desired location. Upon receipt of the Exhibition Booking Form and Contract, space will be confirmed and an invoice will be mailed. Please note that three alternative choices should be clearly indicated on the application form. Space allocations will be made in the order in which application forms with payment are received.

Exhibitor profile
A 100-word Exhibitor Company/Product profile will be published in the list of exhibitors in the official program and must be submitted electronically by e-mail to: pantonietti@mediaxa.com
Exhibitor registration

All exhibitors are required to be registered and will receive a badge displaying the exhibiting company name. Two exhibitor badges will be given for the first 6 sqm booked and one additional for each 6 sqm after. Any additional exhibitors will be charged an exhibitor registration fee of €300 (+vat*).

Companies can purchase a maximum number of exhibitor registrations as follows:
- Booths of up to 50 sqm - 15 exhibitor registrations
- Booths larger than 50 sqm - 25 exhibitor registrations

Exhibitor registrations allow access to the exhibition area only and shall be used by companies staff only. An exhibitor registration form will be included in the Exhibitor’s Manual.

Exhibitors’ technical manual

An Exhibitors’ Technical Manual outlining all technical aspects of exhibiting will be circulated 3 months prior to the Meeting. It will include the following:
- Technical details about the Venue
- Final exhibition details and information
- Contractor details
- Services available to exhibitors and order forms

Site inspections

Exhibitors and Sponsors are free to visit the Meeting venue at their convenience. To arrange a site inspection, please contact: pantonietti@mediaxa.com

EXHIBITION FLOOR PLAN
ADDITIONAL INFORMATION FOR SPONSORS & EXHIBITORS

Application for sponsorship
Applications for sponsorship must be made:
• via our website (click on “sponsorship & exhibitors”)
• or in writing with the enclosed booking enquiry form to:
  
  Pauline Antonietti  
  Cell phone: + 33 (0) 6 11 90 33 03  
  E-mail: pantonietti@mediaxa.com

Note:
There is a 15% discount offer on the Platinum and Gold packages if payment is made in full before December 17th, 2018.
There is a 10% discount offer on the Silver and Bronze packages if payment is made in full before December 17th, 2018.
There is a 5% discount offer on contributions of less than € 8 000, if payment is made in full before December 17th, 2018.

Acknowledgements:
Please note that all Sponsors and Exhibitors will be acknowledged in the Program and on the Meeting website.
Please forward your company logo (in vectorial 300 dpi format) to: pantonietti@mediaxa.com or abidart@mediaxa.com

Contracts & confirmation
Once a Sponsorship Booking Form is received a contract will be sent to you for signature with an accompanying invoice. This contract should be signed and returned with a 60% deposit payment of the Sponsorship. Upon receipt of the Sponsorship Booking Form the organiser will reserve the items listed in it. Completion of the Booking Form by the Sponsor shall be considered as a commitment to purchase the items.

Terms & conditions
Terms and Conditions of Sponsorship and Exhibition are included in this Prospectus and will be included in the Sponsorship agreement.
Please note that signing of the booking form and contract indicates acceptance of these Terms and Conditions. The Booking Form will be held as a valid liable contract, by which both parties will be bound.

IMPORTANT NOTE: it is the Exhibitor’s / Sponsor’s responsibility to comply with the local authorities’ regulations, IFMPA (International Federation of Pharmaceutical Manufacturers & Associations) www.ifpma.org Code of Practice on the Promotion of Medicines.
## SPONSORSHIP BOOKING FORM

For any information, please contact: **Pauline Antonietti**  
Cell phone: + 33 (0) 6 11 90 33 03 - E-mail: pantonietti@mediaxa.com

CONTACT NAME: ............................................ NAME OF COMPANY: .................................................................  
ADDRESS: ................................................................. CITY: .................................................................  
POST / ZIP CODE: ............................................................. COUNTRY: .................................................................  
TELEPHONE: ................................................................. FAX: .................................................................  
EMAIL: ...................................................................... WEBSITE: ......................................................................  
VAT NUMBER: .............................................................

I would like to book the following Sponsorship Items:

<table>
<thead>
<tr>
<th>Sponsorship item</th>
<th>Price</th>
<th>✓</th>
</tr>
</thead>
<tbody>
<tr>
<td>Satellite Symposium</td>
<td>€ 34 000</td>
<td></td>
</tr>
<tr>
<td>Support of Scientific Session</td>
<td>€ 12 000</td>
<td></td>
</tr>
<tr>
<td>Young Investigator Award</td>
<td>€ 4 000 per prize</td>
<td></td>
</tr>
<tr>
<td>Top 3 Poster Prize</td>
<td>€ 900 per prize</td>
<td></td>
</tr>
<tr>
<td>Poster Area</td>
<td>€ 6 000</td>
<td></td>
</tr>
<tr>
<td>Travel Grants</td>
<td>€ 1 000 per grant</td>
<td></td>
</tr>
<tr>
<td>Speaker’s Designated Area or Ready Room</td>
<td>€ 5 000</td>
<td></td>
</tr>
<tr>
<td>CIPP XVI Faculty &amp; International Advisory Board Members Dinner</td>
<td>€ 6 800</td>
<td></td>
</tr>
<tr>
<td>Welcoming Reception Buffet</td>
<td>€ 15 000</td>
<td></td>
</tr>
<tr>
<td>Closing Ceremony with Farewell Cocktail Party</td>
<td>€ 6 000</td>
<td></td>
</tr>
<tr>
<td>Coffee Break / per Coffee Break</td>
<td>€ 4 500</td>
<td></td>
</tr>
<tr>
<td>Meeting Bags</td>
<td>€ 8 000</td>
<td></td>
</tr>
<tr>
<td>Notepads &amp; Lanyards</td>
<td>furnished by sponsor + € 2 000</td>
<td></td>
</tr>
<tr>
<td>Final Program advertising</td>
<td>€ 4 500 / € 2 000 / € 1 000</td>
<td></td>
</tr>
<tr>
<td>Proceedings as a supplement of Pediatric Pulmology + USB Key</td>
<td>€ 23 000</td>
<td></td>
</tr>
<tr>
<td>Insert in Meeting Bag</td>
<td>€ 1 800 per item</td>
<td></td>
</tr>
<tr>
<td>Total Amount (please complete)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

We hereby apply to become a:

<table>
<thead>
<tr>
<th>Sponsor Category Status sum up</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Platinum Sponsor: € 60 000 and over</td>
<td></td>
</tr>
<tr>
<td>Gold Sponsor: € 40 000 - € 59 999</td>
<td></td>
</tr>
<tr>
<td>Silver Sponsor: € 25 000 - € 39 999</td>
<td></td>
</tr>
<tr>
<td>Bronze Sponsor: € 12 000 - € 24 999</td>
<td></td>
</tr>
</tbody>
</table>

- ❑ Provisional Booking - The item will be released if not confirmed within 14 days  
- ❑ Please call me to discuss our sponsorship package  
- ❑ Please send me a sponsorship contract and first 60% deposit invoice

Signature ................................................................. Date .................................................................
EXHIBITION BOOKING FORM AND CONTRACT

Please note that all acknowledgements of your company and listing of company name and address will be generated from the following information. Please complete and send to:

CIPP XVIII Secretariat, 3, avenue Sainte-Claire, 06100 Nice, France
Tel. +33 (0) 497 038 597

CONTACT NAME: ................................................................. NAME OF COMPANY: ...........................................................
ADDRESS: ................................................................. CITY: .................................................................
POST / ZIP CODE: .......................................................... COUNTRY: ..........................................................
TELEPHONE: ................................................................. FAX: .................................................................
EMAIL: ................................................................. WEBSITE: .............................................................
VAT NUMBER: .................................................................

We hereby apply to book exhibition space only / shell scheme space, the cost of which is:
❑ € 650 PER SQUARE METER - SPACE ONLY
❑ € 800 PER SQUARE METER - SHELL SCHEME SPACE

<table>
<thead>
<tr>
<th>Choice</th>
<th>Stand No</th>
<th>Space Only/ Shell Scheme</th>
<th>Nº of Square Meters</th>
<th>Total Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st Choice</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2nd Choice</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>3rd Choice</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

* Please ensure that your VAT number appear on the booking form & contract.

Special notes: Please indicate if your stand must be located adjacent to or opposite the following companies, or if special configuration is needed.

❑ Provisional Booking. The item will be released if not confirmed within 14 days
❑ Please call me to discuss our sponsorship package
❑ Please send me a sponsorship contract and first 60% deposit invoice

We accept the contract terms and conditions (listed in this Sponsorship and Exhibition Prospectus) and agree to abide by the Guidelines for Industry Participation for the Meeting. I am authorised to sign this form on the behalf of the applicant/Company.

Signature .................................................................. Date .................................................................
BOOKING PROCEDURES AND PAYMENT INFORMATION

Terms of payment
60% upon receipt of the sponsorship agreement and first invoice, balance (100%) by March 31st 2019. Should the Sponsor fail to complete payments prior to the commencement of the Meeting, the Organizer will be entitled to cancel the reservation while cancellation will be subject to cancellation fees as determined below.
Applications made after January 31 shall have to come with a first installment representing 80% of the total amount of participation. The balance being due before March 31, 2018.
Applications made after March 31 shall come with a payment of the full amount.
All payments must be received before the start date of the Meeting.

Payment method
• Payment by credit card (We do not store any card numbers). Send us the following information:

  Type of card (VISA / MASTER CARD / EUROCARD/ AMEX) Card number (16 digits)
  Expiry date: (YYYY/MM) CVV2 Code (Last 3 digits numbers in the signature field on credit card)
  Card holder’s name/company Card holder’s signature

• Payment by Bank Transfer. Please make drafts payable to: SARL Mediaxa - CIPP XVI

| IBAN Code: | FR76 1460 7003 1260 2212 3756 446 |
| Beneficiary: | SARL MEDIAXA - CIPP XVI |
| Bank: | BPMED / 8 rue de la Buffa, 06000 Nice, France |
| Bank Code: | 14607 | Branch Code: | 00312 |
| Account N°: | 60221237564 - 46 |

IMPORTANT NOTE: Bank charges are the responsibility of the payer.

Cancellation /reduction policy:
Cancellation / reduction of sponsorship items must be made in writing to:

CIPP XVIII Secretariat
3, avenue Sainte-Claire. 06100 Nice, France
E-mail: cipp@cipp-meeting.org

The organizers shall retain:
• 10% of the agreed package amount if the cancellation/reduction is made before December 1st, 2018 inclusive.
• 50% of the agreed package amount if the cancellation/reduction is made between December 1st, 2018 and February 1st, 2019 inclusive.
• 100% of the agreed package amount if the cancellation/reduction is made after February 1st, 2018.

Sponsorship terms & conditions
Terms and Conditions of sponsorship are included in this Prospectus (page 22).
TERMS AND CONDITIONS

These terms are the contractual agreements between the Organizing Committee and the Exhibiting-Sponsoring Firms (Exhibitors/Sponsors).

Applications to Participate
Applications to participate will be considered only if submitted on the appropriate forms, duly completed, signed by a person regarded as qualified to commit the applicant company and after receipt of the first installment. Registration will be confirmed so far as space is available. Applications shall be examined by the Organizing Committee which decides whether they shall be accepted or rejected. The Committee not being required to give the grounds upon which the decision has been made.

Obligations and Rights of the Exhibitor/Sponsor
Application implies submitting to the provisions of the present regulations as well as to police regulations that are likely to be ordained by public authorities or by the Organizing Committee.

Any violation of the present regulations shall result in the immediate loss of the right to take part in the exhibition, with no compensation or refunding of the monies paid and without prejudice to any legal action that is likely to be taken against the exhibitor.

Through his application, an exhibitor takes a definitive and irrevocable commitment to occupy the space allocated to him and keep it fitted until the date and time of the closure of the exhibition.

In the case of cancellation on account of an exhibitor, the monies paid shall not be refunded. Payment of total amount will be due should cancellation occur after February 1st, 2019. Exhibitors are not allowed to present on their respective spaces anything but the equipment, products or services listed in their application and accepted by the Organizer Committee. Advertising in any form for non-exhibitors and sub-renting all or part of the space are prohibited.

Obligation and Rights of Organizer
The Organizing Committee is not responsible for any damage (including disturbance of possession and commercial prejudice) that maybe, including delay in opening and premature closing of the exhibition, the closing or destruction of booths, fires and other accidents.

The Organizing Committee shall allocate spaces taking into account whenever possible the wishes of the exhibitors. The Committee reserves the right in the case of absolute necessity to modify the positioning of booths, with no obligation to provide compensation to exhibitors. The Organizing Committee reserves the right to allocate to another company the spaces that shall not have been occupied the day before the opening of the exhibition. Exhibitors who fail to show up, shall not be entitled to demand the refunding of the monies they paid or any compensation whatsoever.

Liability Insurance
Equipment and all related display materials installed by Exhibitors/Sponsors are not insured by the Organizing Committee, and the Organizing Committee under no circumstances shall be liable for any damage, loss, damage or destruction caused to equipment, goods or property belonging to Exhibitors/Sponsors. The Exhibitor/Sponsor agrees to be responsible for their property and persons and for the property and persons of their employees and agents and for any third party who may visit their space through full and comprehensive insurance, and shall hold non liable the Organizing Committee for any and all damage claims arising from theft and those perils usually covered by a fire and extended-coverage policy.

Exhibition Regulations
Participation by Exhibitors/Sponsors is dependent upon compliance with all rules, regulations and conditions stated herein. The Exhibition Manager, acting under the direction of the Organizing Committee, has the final decision as to the acceptability of displays. Exhibitors are not to share with others any space allotted to them without prior written consent by the Exhibition Manager. The Organizing Committee reserves the right to alter the general layout or limit the space allotted to each Exhibitor/Sponsor, postpone the exhibition or transfer it to another site if unforeseen circumstances warrant such action. Should any contingency prevent the holding of the exhibition, the Organizing Committee will not be held liable for expenses incurred other than the cost of exhibit space rental fees.

All exhibits are to be displayed so as to avoid blocking aisles, obstructing adjoining booths, damaging the premises or the leased equipment. Exhibitors are kindly requested to allow sufficient see-through areas, which ensure clear views of surrounding exhibits.

In standard booths, height is restricted to 240cm. Exhibitors are responsible for the cost and execution of the design, installation and delivery of their display to (and its removal from) the exhibition site. Flammable materials are not to be used. Equipment displayed or demonstrated must be installed with strict adherence to safety measures. Exhibitors undertake to observe the timetable designated for completion of their display before the exhibition opening and its dismantling at the close of the exhibition. No dismantling or packing of the display before the designated hour. It is the Exhibitor’s responsibility to pack and remove or consign for shipment all items of value prior to leaving their exhibit unattended, otherwise the Organizer will arrange for their removal at the Exhibitor’s risk and expenses.

Exhibitors are obliged to ensure that their stands are permanently staffed during the exhibition opening hours. Payment is to be made in accordance with the conditions of payment listed in the brochure. Should the Exhibitor/Sponsor fail to make a payment on time, the Organizing Committee is entitled to terminate the contract, withdraw confirmation of acceptance, make other arrangements for the booth/spONSORSHIP items or seek compensation for non-fulfilment of contract. Access to the exhibition is authorized on presentation of a badge issued by the Organizing Committee. Exhibitors’ badges will not be mailed in advance and should be collected from the Exhibition Manager’s desk. The Organizing Committee ensures daily cleaning of the aisles. Exhibitors/Sponsors are responsible for the cleaning of their booth. The provision of refreshments for the participants by Exhibitors is only permitted if the catering regulations of the exhibition building concerned are observed. Exhibition areas and fittings made available to Exhibitors must be handed back in their original condition. In case of damage or loss of equipment provided, or damage to areas occupied, repair and replacement will be charged to the Exhibitor. Any special decoration or fittings must be submitted to the Organizing Committee for prior authorization.

Advertising panels and display are not permitted outside the exhibition areas allotted to Exhibitors. The Organizing Committee will not approve booths, which do not comply with the accepted standards, until the necessary changes have been made.

Litigation
Any litigation that may occur between the Organizing Committee and Exhibitors/Sponsors shall be settled according to French current laws. The Nice court (France) shall be the sole court regarded in any possible litigation.

Code of Practice
It is the Exhibitor’s/Sponsor’s responsibility to comply with the local authorities’ regulations, IFMPA (International Federation of Pharmaceutical Manufacturers & Associations) www.ifmpa.org Code of Practice on 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 Organizing Committee to any suits, demands by the Sponsors/Exhibitor/any third party.