



28th European Frequency
and Time Forum

Neuchâtel, Switzerland • June 23–26, 2014

EXHIBITOR INFORMATION
&
INVITATION



WELCOME TO NEUCHÂTEL, SWITZERLAND & EFTF 2014 !

Background

The European Frequency and Time Forum ([EFTF](#)) is the premier technical conference in Europe for time and frequency products and related technologies. They bring together researchers and technologists from manufacturers, service providers, operators, application developers, National Metrology laboratories, defense timing, and standards bodies to share the latest information and promote the development of precise time and frequency systems and components.

The conference will comprise of invited plenary presentations as well as parallel oral and poster presentations. The 2014 edition of the conference will be held at the University of Neuchâtel, in the beautiful lakeside city of Neuchâtel, Switzerland. The main conference venue is the Aula de Jeunes Rives.

Google Map to EFTF Venue: <http://goo.gl/maps/07Lbl>

COMMERCIAL EXHIBITION

Invitation to exhibit

A commercial exhibition will allow companies and institutes to promote their products and raise their visibility at the conference. Coffee breaks will take place in the exhibition, which will be located in strategic areas to encourage a natural flow of conference participants around the booths. It is expected that approximately 300 scientists and technology specialists will take part at EFTF 2014.

A limited number of booths are available, therefore companies are encouraged to register as soon as possible to reserve a placement. Full details can be found below.



EXHIBITION CONTACT:

Ms. Anne-Lise Poffet
c/o Orolia Switzerland (Spectratime)

Tel: +41 (0)32 732 16 68

exhibition@eftf2014.ch

EXHIBITION HOURS

Exhibitor Move-In

Monday, June 23 09:00 – 17:00

Exhibit Open

Tuesday, June 24 09:00 – 17:40

Wednesday, June 25 09:00 – 17:45

Thursday, June 26 09:00 – 15:40

Exhibitor Move-Out

Thursday, June 26 15:40 – 20:00

EXHIBITION SPACE

Single Booth **3m (wide) x 2m (deep)** **CHF 2200.- (+ 8 % VAT)**

Double Booth **6m (wide) x 2m (deep)** **CHF 3500.- (+ 8 % VAT)**

Each booth includes :

- 1 full conference registration (includes social events, conference dinner, etc.)
- shell scheme booth (see annexed document "EFTF 2014 BASIC STAND")
- company identification name plate
- 1 standard 220 VAC electricity drop (Swiss plug !)
- 1 display counter / table (130 x 65 cm) and 1 chair
- blue or grey carpet
- company logo and web link on eftf2014.ch exhibition listing
- company description in printed conference program



RESERVATIONS

Please see the conference web site at www.eftf2014.ch/exhibition for the latest exhibition floor plan and current booth availability.

- Booths are reserved on a first-come, first-served basis.
- Booth registration can only be completed using the attached form entitled « EFTF 2014 BOOTH APPLICATION ».

PAYMENT of FEES

- 50% of fees to be paid no later than April 30, 2014.
- Balance due May 31, 2014.

SHIPPING

Advance storage is not available on the site of the University of Neuchâtel. Exhibitors may ship any material to CSEM :

CSEM
EFTF 2014
COMPANY NAME & BOOTH #
Jaquet-Droz 1
CH-2000 Neuchâtel
SWITZERLAND

CSEM will accept shipments beginning June 1, 2014. Any additional charges incurred by the CSEM for early freight acceptance will be charged directly to the exhibitor. All customs clearing costs are also the responsibility of the exhibitor.



EFTF 2014 BOOTH APPLICATION

EFTF 2014 – European Frequency and Time Forum

June 23-26, 2014 • University of Neuchâtel • Neuchâtel, Switzerland

Application is hereby made to the “Exhibition Management” for exhibit space at the above named conference. This BOOTH APPLICATION, when accepted by the Exhibition Management, together with the Exhibition Rules and Regulations as listed on the attached document, will constitute your contract with Exhibition Management for exhibit space, as indicated by the Exhibition Manager’s signature on this application or acknowledgment by email.

Company Name: _____

Exhibitor’s Name: _____

Address 1: _____

Address 2: _____

City / State: _____

Postal Code: _____

Telephone: _____

Country: _____

Email: _____

Web site: _____

Preferred choice for booth location (see latest floor plan on www.eftf2014.ch):
(cannot be guaranteed, places will be allotted on a first come – first served basis)

First Choice _____ Second Choice _____ Third Choice: _____

We prefer NOT to be located near the following companies:

Products or services to be exhibited: _____

I agree to comply with the attached EXHIBITION RULES & REGULATIONS document.

Company Representative: _____ (authorized signature)

Title: _____ Date: _____

Telephone number: _____

Please send a signed contract to (email preferred): exhibition@eftf2014.ch

Ms. Anne-Lise Poffet, c/o Orolia Switzerland spectratime, Vauseyon 29, 2000 Neuchâtel, Switzerland

Tel: +41 (0)32 732 16 68

Upon assignment of space, a signed copy of this contract will be returned to you or you will be notified by email of acceptance.

We hereby accept the above Application:

By _____ Date: _____ Booth: _____

(Exhibition Management)