



# 44th Annual Meeting of the European Thyroid Association

September 10th – 13th, September 2022

Brussels / Belgium

Information for Exhibitors and Sponsors

[www.eta2022.com](http://www.eta2022.com)

*Status: December 2021*



## COMMITTEES

### ETA Executive Committee

President: Graham Williams, United Kingdom  
Secretary: Leonidas Duntas, Greece  
Treasurer: Tomasz Bednarczuk, Poland

Clara Alvarez, Spain  
Simone de Leo, Italy  
Francesco Frasca, Italy  
Rodrigo Moreno-Reyes, Belgium  
Domenico Salvatore, Italy  
Nadia Schoenemakers, United Kingdom  
Paula Soares, Portugal  
Bijay Vaidya, United Kingdom  
Edward Visser, The Netherlands

### Local Organizing Committee (LOC)

Chair: Kris Poppe

Marie Bex  
Maria-Cristina Burlacu  
Bernard Corvilain  
Birgitte Decallonne  
Chantal Daumerie  
Damien Gruson  
Bruno Lapauw  
Rodrigo Moreno-Reyes  
Patrick Petrossians  
David Unuane  
Annick Van Den Bruel

### ETA Standing Office

Martin Then	<a href="mailto:then@endoscience.de">then@endoscience.de</a>
Susanne Rothe	<a href="mailto:rothe@endoscience.de">rothe@endoscience.de</a>
Yvonne Brunotte	<a href="mailto:brunotte@endoscience.de">brunotte@endoscience.de</a>

## GENERAL INFORMATION

The ETA has entrusted EndoScience Endokrinologie Service GmbH with the general logistics and organization of the 47th Annual Meeting of the ETA. All correspondence pertaining to the Exhibition and Sponsoring should be addressed to:

ETA Standing Office  
EndoScience Endokrinologie Service GmbH  
Hopfengartenweg 19, 90518 Altdorf, Germany  
Tel.: +49 (0)9187-97424-11; Fax +49 (0)9187-97424-71  
[then@endoscience.de](mailto:then@endoscience.de)

The ETA Annual Meeting offers a unique platform to increase your company presentation, to form relationships and enhance your profile in the thyroid field. The commercial exhibition includes a display of products, devices and services designed to support the field of thyroid diseases.

### Covid 19

2G rule will apply at ETA 2022.

### THE VENUE

Bozar  
Rue Ravensteinstraat 23  
1000 Brussels  
Belgium

### REGISTRATION FEES – DELEGATES

The registration of delegates will be managed by the ETA Standing Office. Group registration is possible; however, group pick-ups of delegate documents cannot be arranged!

#### REGISTRATION FEES (in Euro, €)

	Before July 31	August 1
ETA Ordinary Member and ETA Senior	160	250
ETA Junior Member < 35 y	60	100
ETA Corresponding Member	260	350
ATA, LATS, AOTA, JTA Members *	260	350
Non-Member	500	600

## EXHIBITION INFORMATION

### EXHIBITION AREA

The commercial exhibition will be placed in the Aula and the Mirror Corridor ensuring maximum interaction with the conference delegates. Catering stations will also be integrated in this area.

The booth spaces will be sold on a first come, first served basis.

**Booth rental fee per squaremeter net: 500.- € / sqm plus VAT**

Booth Space per company is unlimited upon availability.

The above mentioned rental fee includes:

- Net stand area (floor space only, without equipment)
- Technical manual (will be sent out to all exhibitors in June 2022)
- Entry into exhibitors list in the final program
- An unlimited number of sales representatives per booth, provided they wear the congress identification badge (badges can be pre-ordered through the Congress secretariat). The identification badge will allow access to the exhibition areas only and participation at the Welcome Reception
- Lunches/coffee breaks as indicated in the program
- Cleaning of general surfaces

### CONGRESS REGISTRATION FOR EXHIBITORS

Exhibitors will be entitled to one free registration for the scientific program with a stand up to 6 sqm, two free registrations with a stand of up to 12 sqm and 4 free registrations if the stand is larger than 12 sqm and/or if your company is organizing a satellite symposium.

### EXHIBITION SCHEDULE\*

The commercial exhibition will commence on Saturday and finish on Tuesday:

Set-up:	Friday, Sept. 9 <sup>th</sup>	12.00 - 20.00hrs
Preliminary opening times:	Saturday, Sept. 10 <sup>th</sup>	9.00 – 18.00hrs
	Sunday, Sept. 11 <sup>th</sup>	9.00 – 18.00 hrs
	Monday, Sept. 12 <sup>th</sup>	9.00 – 18.00 hrs
	Tuesday, Sept. 13 <sup>th</sup>	9.00 – 13.00 hrs
Dismantling:	Tuesday, Sept. 13 <sup>th</sup>	approx. 15.00 hrs, after end of last session

*\*All times may be subject to change.*

### Terms of payment

The amount is due within 30 days of receipt of invoice.  
Invoicing will be carried out by the ETA Standing Office /  
EndoScience Endokrinologie Service GmbH after the event.

### Terms of cancellation

Free cancellation of the exhibition space is possible until May 31st 2022. Past that date the full exhibition rental fee will be charged.

## SATELLITE SYMPOSIA

The distribution of time slots are the responsibility of the ETA Treasurer and the ETA Standing Office. Title and program of the satellite symposia will be determined by the sponsor and submitted to the scientific program committee for approval.

The booking of a satellite symposium includes the following services:

- Arranging a conference room
- Standard technical requirements (loudspeaker and microphones, beamer, laptop, laser pointer)
- Special signing

Sponsors can produce their own invitations for the satellite symposium, which can be displayed at the registration. Costs for printing or dispatching of invitations are not included in the symposium package.

### TIME SLOTS

Sponsors can book a stand-alone satellite symposium (ETA Corporate Members will be prioritized):

Date	Time	Price
Saturday, Sept. 10th	15.30 - 16.30	30.000 €
Sunday, Sept. 11th	11.00 - 12.00	30.000 €
Sunday, Sept. 11th	15.00 - 16.00	30.000 €
Monday, Sept. 12th	11.00 - 12.00	30.000 €
Monday, Sept. 12th	15.45 – 16.45	30.000 €

If you are interested in parallel running satellite symposia or early-bird symposia for a reduced fee, please contact [brunotte@endoscience.de](mailto:brunotte@endoscience.de).

### DATES TO REMEMBER

#### Industry-sponsored Satellite Symposia

- March 27<sup>th</sup>, 2022      Send preliminary program (scientific content incl. names of speakers and chairmen to ETA)
- June 30<sup>th</sup>, 2022      Delivery of complete scientific program of the booked satellite symposium for the final scientific program

#### Industrial Exhibition & Catering (info for Y. Brunotte)

- May/June 2022      Technical manual for exhibitors / approval of stands and final exhibition plan
- August 8<sup>th</sup>, 2022      Deadline for placing all orders for your exhibition booth
- August 26<sup>th</sup>, 2022      Deadline for catering orders

**Terms of payment** The amount is due within 30 days of receipt of invoice.  
Invoicing will be carried out by the ETA Standing Office / EndoScience  
Endokrinologie Service GmbH after the event.

**Terms of cancellation** Free cancellation of the satellite symposium is possible  
until March 15, 2022.

## CATERING FOR SYMPOSIA

Please note that the sponsors of early riser- and lunch symposia **DO NOT** need to provide any food/catering for their symposium attendees. Food and drinks will be provided by the ETA.

## SPONSORSHIP AND EXHIBITION LIAISON/ ORGANISATION CONTACT

Organizers of exhibition & satellite symposia:

ETA Standing Office  
EndoScience Endokrinologie Service GmbH  
Hopfengartenweg 19, 90518 Altdorf, Germany

### Exhibition, Contracts & Invoicing

Ms. Yvonne Brunotte, (brunotte@endoscience.de)  
Tel.: +49 (0)9187-97424-12, Fax +49 (0)9187-97424-72

### Satellite Symposia

Ms. Susanne Rothe, (rothe@endoscience.de)  
Tel.: +49 (0)9187-97424-16, Fax +49 (0)9187-97424-76

## OTHER SPONSORING OPPORTUNITIES

In addition to the participation at the exhibition of the Meeting, the ETA Standing Office is offering companies the opportunity to become sponsor of the Congress. The selection of sponsorship opportunities provides solutions for any size of company. Let us help you to get the sponsorship options that will deliver the rewards you seek from your participation in this meeting.

If you are interested in becoming a sponsor you may also share your ideas with us. The ETA Treasurer and the ETA Standing Office look forward to your suggestions and comments. All sponsorship opportunities include acknowledgement of the sponsorship in the main program.

Satellite Symposium	to be negotiated directly with the Treasurer of the ETA
Exhibition Booth	500 €/m <sup>2</sup>
Bag insert (announcements, invitations, etc.)	1.000 €
Sponsoring of the coffee breaks	2.500 € each
Sponsoring of lanyards	Production and delivery by the sponsor
Congress bag	Tbd
Internet point/WIFI	Tbd
Pads and Pens	Production and delivery by the sponsor

*N.B.: Prices do not include VAT*

## MEETING ROOMS AT THE CONFERENCE VENUE

There are a limited number of conference rooms within the congress centre. If you require a room for a special meeting, please contact Mrs. Susanne Rothe (rothe@endoscience.de)

## SOCIAL PROGRAMME / GROUP ARRANGEMENTS

If you require any group arrangements, such as hotel reservations, bus transfers or group dinners please contact our local partner in Brussels:

Sarah Azzoug  
T +32 (0)2 320 24 25  
M +32 (0)494 49 04 06  
E-mail: Events.bru@mci-group.com

## IMPORTANT INFORMATION

### Insurance

The Organizer of 44th ETA Meeting has:

- public liability insurance which covers all injuries to persons during the event
- liability to any movable property which uses the organizer of the event, which will be damaged or lost during the event
- responsibility of the organizer to the owner of the venue

Nevertheless, you are kindly asked to acquire sufficient insurance as exhibitor. We also recommend that you have additional coverage against loss or damage to exhibition materials during transport and during the exhibition itself. Please make arrangements for insurance coverage through your company's insurer.

### Observance of Statutory / Rules and Regulations

With respect to the use of the agreed exhibit space, the content of a luncheon symposium or breakfast satellite symposium, the advertising activities as well as the general admissibility of the activities which the Sponsoring / Exhibiting Company plans to perform at the Congress, the Sponsoring / Exhibiting Company acknowledges that it shall be solely responsible for the observance of all statutory rules and regulations applicable to the jurisdiction in which the Congress venue is located.

The Sponsoring / Exhibiting Company is obliged not to conduct any social or other activity within the official congress hours and during the hours of industry sponsored symposia, which would take people away from the congress venue.