

APPLICATION FORM

YOUR COMPANY OR ORGANIZATION

EXHIBITOR
Company/ Organization: ITALIAN AGENCY FOR DEVELOPMENT COOPERATION (AICS)
Address: Via Salvatore Contarini, 25
Postal Code: 00135
City: ROME
Country: ITALY
Phone: +39 06324921 / +254 0205137200
Email:
Website: www.aics.gov.it

STAND MANAGER
Last name/ First name: DAMATO Paolo
Occupation: Programme officer
Phone: +254 700883601 / + 39 3476080756
Email: paolo.damato@aics.gov.it

BILLING ADDRESS (If different)
Company/ Organization: ITALIAN AGENCY FOR DEVELOPMENT COOPERATION - NAIROBI OFFICE
Address: UNITED NATION CRESCENT, GIGIRI, MUTHAIGA
Postal Code: P.O.BOX 63389 - 00619
City: NAIROBI Country: KENYA

YOU ARE EXHIBITING AS A

A

Local Government,
Ministry, Administration

B

Institution of cooperation/
or/and development

C

Financial company, Bank,
Investment fund, Insurance

D

Large company*,
Public institution

E

SME/SMI** - Start-up***
Local development company

F

University/
Research center

G

Engineering company,
Consulting firm

H

Organization, NGO

I Other, please specify.....

(* Large company: workforce > 200 employees and turnover > € 2 million
(**) SME / SMI: workforce ≤ 200 employees and turnover ≤ € 2 million
(***) Start-up: Young innovative company with strong development potential

YOUR BUSINESS SECTOR

<input type="checkbox"/> Territorial development, local development, urban planning	<input type="checkbox"/> Collective equipment, decoration, street furniture	<input checked="" type="checkbox"/> Decentralized cooperation, international development
<input type="checkbox"/> Water, sanitation, urban waste management	<input type="checkbox"/> Environment, sustainable development, recycling, green economy	<input type="checkbox"/> Banking, Finance, investment, insurance
<input type="checkbox"/> Roads, networks / pipes, signage	<input type="checkbox"/> Education, training, employment	<input type="checkbox"/> Tourism, culture, heritage, sport
<input type="checkbox"/> Energy, energy efficiency, street lighting, rural electrification	<input type="checkbox"/> Public health, social development	<input type="checkbox"/> Consulting, territorial engineering, territorial coaching
<input type="checkbox"/> Mobility, transport, logistics	<input type="checkbox"/> CIT, telecommunications, internet, digital solutions and applications	<input type="checkbox"/> Economic intelligence, Territorial intelligence
<input type="checkbox"/> Construction industry, housing	<input type="checkbox"/> Prevention, security, civil protection	<input type="checkbox"/> Media, communication, territorial marketing

Other, please specify:

PREFERRED LANGUAGE OF CORRESPONDENCE

<input type="checkbox"/> FRENCH	<input checked="" type="checkbox"/> ENGLISH
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Please do not fill in	Received on	File N°	Deposit paid on
	Stand N°	Invoice N°	Balance paid on

STAND ORDER FORM

A - REGISTRATION FEE (n) Number of companies represented in the stand <i>Any co-exhibitor at an individual or collective stand must fill in the first page of the application form and pay registration fee.</i>	300 € x ¹(n)	= 300..... €
B - MANDATORY INSURANCE	150 € x ¹(n)	= 150..... €
C - STAND RENTAL C1 - Space only: minimum area 18 sqm, including floor demarcation only <input type="checkbox"/> Local government / Association <input type="checkbox"/> Institution, Large Business*, Financial Company, Bank, Insurance, pension fund, sovereign fund C2 - Equipped stand: <input type="checkbox"/> Local government / Association <input type="checkbox"/> Institution, Large Business*, Financial Company, Bank, Insurance, pension fund, sovereign fund <input type="checkbox"/> SME/SMI Pack**, Start-up, LDC (Local Development Company) <i>Maximum area 18 sqm</i> C3 - Corners: <input type="checkbox"/> 1 corner (2 sides open) <input type="checkbox"/> 2 corners (3 sides open) <input type="checkbox"/> 4 corners (Island) C4 - Virtual exhibition participation fee (Optional)	300 € x.....sqm 350 € x.....sqm 350 € x.....sqm 400 € x ⁹sqm 350 € x.....sqm 100 € x.....corner(s)	= € = € = € = 3600..... € = € = €
I - TOTAL STAND (A + B + C)		= 4050..... €

(*) Large company: workforce > 200 employees and turnover > € 2 million

(**) SME/SMI: workforce ≤ 200 employees and turnover ≤ € 2 million

ADDITIONAL INFORMATION

STAND SPECIFICATIONS

A- Space only:

- Floor demarcation (minimum area = 18 sqm)
- Electrical connection (500 W / 9 sqm)
- Internet connection

B - Equipped stand:

- Shell scheme stand
- Carpet
- 3 spotlights / 9 sqm
- Electrical connection (500 W / 9 sqm)
- Signage with vinyl company name
- Internet connection
- Furniture according to the stand area:

Stands from 9 to 15 sqm: 1 table + 3 chairs, 1 reception desk with a bar stool, 1 brochure display stand, 1 plant, 1 wastebasket.

Stands from 18 to 24 sqm: 2 tables + 6 chairs, 1 reception desk with a bar stool, 1 brochure display stand, 1 plant, 1 wastebasket, 1 storage of 1 to 2 sqm.

Stands from 30 to 48 sqm: 3 tables + 9 chairs, 1 reception desk with a bar stool, 3 brochure display stand, 2 plants, 2 wastebasket, 1 storage of 1 to 2 sqm.

Stands from 54 to 72 sqm: 4 tables + 12 chairs, 2 reception desk with a bar stool, 3 brochure display stand, 3 plants, 3 wastebasket, 1 storage of 3 to 4 sqm

Stands from 80 to 120 sqm: 6 tables + 18 chairs, 2 reception desk with a bar stool, 4 brochure display stand, 4 plants, 4 wastebasket, 1 storage of 3 to 4 sqm

Stand > 120 sqm: Please contact us.

THE REGISTRATION FEE INCLUDES

- a. Registering your company in the official catalog
- b. Daily cleaning of your stand
- c. 3 official catalogs per 9 sqm stand area
- d. Link to your own website (on the online catalog)
- e. Active e-mail link (on the online catalog)
- f. Exhibitor badges (up to 3 badges per 9 sqm stand area)
- g. 100 visitor invitation cards per 9 sqm stand area

OTHER INFORMATION

A - Additional furniture:

The additional furniture can be ordered upon reception of the Exhibitor's Guide.

B - Exhibitor's Guide:

The exhibitor's guide will be provided to you by April 2nd, 2022 and will include the information below:

- Travel, transport airport - Hôtel
- Exhibition opening hours,
- Hotels list with preferential rates,
- Safety instructions,
- Order form for additional furniture
- Providers list

ADVERTISING AND COMMUNICATION ORDER FORM

A - ADVERTISING INSERTION IN THE OFFICIAL CATALOG

Position	Dimension	Rate in €	Total €
Cover 4	A5 (21 x 14,8 cm)	1 750	= €
Cover 3	A5 (21 x 14,8 cm)	1 600	= €
Cover 2	A5 (21 x 14,8 cm)	1 600	= €
Full page	A5 (21 x 14,8 cm)	1 200	= €
Half page	A6 (10,5 x 14,8 cm)	700	= 700 €
Total A			= 700 €

CATALOG SPECIFICATIONS

- Dimension : A5 (21 x 14,8 cm)
- Distribution : 5.000 copies
- Pagination : Around 120 pages
- Date of publication : May 14, 2022

- Distribution method: Kit given to exhibitors, summit delegates, partners and visitors
- Free distribution of electronic and paper versions to companies, institutions and advisors after the exhibition
- Online publishing after the exhibition

B - ADVERTISING INSERTION IN THE EXHIBITION FLOOR PLAN

- Full page A4 : (900 €)

Total B = €

C - EXHIBITION OFFICIAL WEBSITE BANNER

- Banner on the homepage of the website: (900 €)

Total C = €

D - OTHER ADVERTISING INSERTIONS

- Advertising on the official exhibition bag (exclusive): (6 000 €)
- Logo on the visitor badge holder (exclusive): (3 500 €)
- Logo on the exhibition floor plan (indoor) (800 €)
- Logo on the conference program: (600 €)

Total D = 600 €

E - INDOOR DISPLAY

- Large banner (2 x 1 m) on the main aisle: (900 €)
- Large banner (2 x 1 m) at the entrance of the conference room: (900 €)
- Large banner (2 x 1 m) at the entrance of the Project and Partnership room: (1200 €)

Total E = €

F - DISTRIBUTION OF DOCUMENTS AND ITEMS

- Distribution of your documents at the registration area: (900 €)
- Distribution of your items at the registration area: (900 €)

Total F = €

G - RENTAL OF CONFERENCE , WORKSHOP AND MEETING ROOMS

- Conference room rental - 50 to 60 attendees: (500 €)
- Workshop room rental - 30 to 40 attendees: (300 €)
- Meeting room rental - 20 attendees: (150 €)

Total G = €

II - ADVERTISING AND COMMUNICATION TOTAL (A + B + C + D + E + F + G) = 1300 €

TOTAL AMOUNT

I - STAND TOTAL = 4050 €

II - ADVERTISING AND COMMUNICATION TOTAL = 1300 €

TOTAL AMOUNT (I + II) = 5350 €

PAYMENT TERMS (*)

A 50% mandatory deposit is required at the time of booking.

Balance to be paid by April 10, 2022.


Registration can be confirmed only if it is completed by the down payment

Payments must be made exclusively in the name of the organizer "**CGLUA SPECIAL AFRICITÉS**", and made by bank transfer to the bank account indicated below:

BANK ACCOUNT	Bank name	RIB / IBAN	Code SWIFT
CGLUA SPECIAL AFRICITÉS	BMCI - Agence 16 novembre - Rabat	013 810 01124 650316 041 79 94	BMCIMAMC

Please attach the proof of payment to the applicaiton form

Please note that according to the article 9 of the exhibition rules, bookings registred after April 10, 2022 will be confirmed only with the payment of 100% of the participation fee.

<p>I, the undersigned, (First and last name) <u>Giovanni Grandi</u></p> <p>Position: <u>Head of Nairobi Regional Office</u></p> <p>Acting on behalf of the Company/ Organization <u>ITALIAN AGENCY FOR DEVELOPMENT COOPERATION</u></p> <p>Tel: <u>+254 205137200</u></p> <p>Mobile:</p> <p>Email <u>giovanni.grandi@ajcs.gov.it</u></p> <p>declare ordering a (K07) 9sqm exhibition stand at Africities Exhibition 2022.</p> <p>By signing this application I accept the general terms and conditions of Africities Exhibition 2022.</p> <p>I also undertake to fill in the evaluation survey which will be handed to me at the end of the exhibition by the organizer.</p>	<p>Date, stamp and legally binding signature preceded by the mention "Read and approved"</p> <p>Place <u>Nairobi</u></p> <p>Date <u>21</u> / <u>04</u> / <u>2022</u></p> <p style="text-align: center;">read and approved</p> <div style="text-align: center;">   </div>
<p>Application form to be returned to Actif Events by April 10, 2022</p> <p>Email: ybenmoussa@uclga.org / abenmoussa@uclga.org</p> <p>Mail: N°18, rue El Habacha, 20 130 Casablanca - Morocco</p>	

CONTACT



Organizer

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Delegate Organizer

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