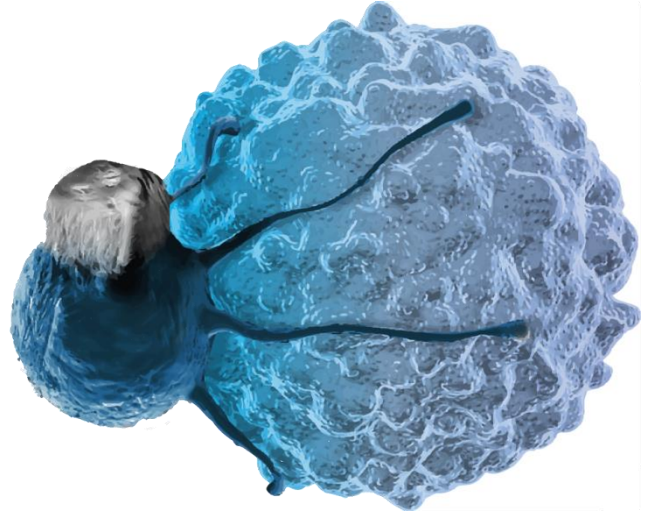


European  
**NEOANTIGEN**  
Summit  2017

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Supercharging Immunotherapies  
& Cancer Vaccines

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EXHIBITION MANUAL

# European Neoantigen Summit 2017

Welcome to Hanson Wade’s **European Neoantigen Summit 2017**.

Preparations are in full swing and our team are looking forward to welcoming you to Amsterdam in April.

This manual will help you to plan your attendance at this conference and contains essential information and guidelines.

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# European Neoantigen Summit 2017

## Points of Contact

### **Lisa-Katharina Kleber**

Event Manager

Direct Line: 0044 203 141 8723

Email: [Lisa.Kleber@hansonwade.com](mailto:Lisa.Kleber@hansonwade.com)



### **Jonathan Kilby-Phillips**

Partnerships Manager

Direct Line: 0044 203 141 8713

Email: [Jonathan.Kilby-phillips@hansonwade.com](mailto:Jonathan.Kilby-phillips@hansonwade.com)



If you are calling from the USA please dial: 212 537 5898

## Dates

**Conference Day 1:** Tuesday, 25<sup>th</sup> April 2017

**Conference Day 2:** Tuesday, 26<sup>th</sup> April 2017

## Venue

This years conference is taking place at the **Radisson Blu Hotel Amsterdam Airport, Schiphol.**

### **Full Address:**

Radisson Blu Hotel Amsterdam Airport, Schiphol

Boeing Avenue 2

NL-1119 PB, Schiphol-Rijk

The Netherlands

### **Hotel Website**

For more information about the hotel, please use the following link:

[Hotel website](#)

## Accommodation

We are currently negotiating with the conference venue to secure a group rate for our attendees. As soon as this information becomes available you will be emailed with details of costs and how to book.

# European Neoantigen Summit 2017

## Passes

In your contract you will find details of how many passes you are entitled to. Please send the below information to your Event Manager to register your onsite team.

<b>Name</b>	
<b>Job Title</b>	
<b>Email Address</b>	
<b>Phone Number</b>	
<b>Company Name</b> <i>* if different i.e. for client passes</i>	

As per your agreement, you are welcome to purchase additional employee or client passes at a discounted rate (maximum applies). Please contact your Event Manager directly to book any additional passes.

## Speaking Engagement

If you have a speaking slot included in your package, can we kindly ask you to send the following details to your Event Manager (if we do not already have them):

- Speaker name and job title
- Session title
- Speaker bio
- Speaker photo

Please note, we will be making all speaker presentations available to attendees after the conference (as PDF's). If you are presenting sensitive information or unpublished data etc. please bring a second copy with you that you are happy to share.

## Branding

Your company logo will be included on the onsite signage, as detailed in your contract. Please send your Event Manager your logo in EPS format as soon as possible.

# European Neoantigen Summit 2017

## Exhibition Stand

If you have an exhibition space as part of your contract, we recommend that you bring a pop up stand or pull up banners along with your marketing collateral. Please note, there is no shell scheme surrounding your booth so all stands must be self-supporting and there will not be any walls to attach posters to. You will be provided with a table and 2 chairs and all materials must fit within the 3mx2m display space.

## Exhibition Setup & Breakdown

The exhibition will take place on the Conference Days only.

We will be inviting sponsors and exhibitors to set up from 7am – 8am on Conference Day 1 (Tue 25<sup>th</sup> April 2017). All exhibits must be completed and ready for when the doors open at 8am. If you foresee any difficulty in meeting this deadline, please let your Events Manager know in advance.

Breakdown will commence following the afternoon break on Conference Day 2, around 3pm.

This information will be re-confirmed by your Event Manager closer to the conference.

## Shipments

The earliest delivery date to the venue will be Friday 21<sup>st</sup> April 2017. Your Event Manager will provide you with more information about shipments closer to the event.

## Thank You

**Please remember to send your EPS logo, speaker details and pass information to your Event Manager as soon as possible.**

We look forward to working with you and welcoming you to the conference.