



**Stelline Conference
Bibliostar
Milan, 20-21 March 2024
Palazzo Lombardia**

Organization and Secretariat: **Argentovivo srl**
Tel. 02 89515424 - Email: bibliostar@argentovivo.it

APPLICATION FORM

ENROLMENT

To guarantee your exhibition space, you need to:

1. Fill in this form, in all parts, and return it to bibliostar@argentovivo.it within **30 November 2023**.
Pay the first instalment of the fee.
2. Pay the remainder of the fee within **19 January 2024**.

Applications not accompanied by payment and/or lacking the necessary signatures and/or not fully filled in will not be considered valid. The organization will accept applications according to space availability.

EXHIBITOR DETAILS

EXHIBITOR'S FULL COMPANY NAME

Address Postcode

City Country

Tel. no Fax no Email

Proprietor or legal representative

Tax code VAT Number

Person responsible for participation

Direct tel. no Email

NAME FOR INVOICING (If different from Exhibitor)

OFFICIAL COMPANY NAME

Address Postcode

City Country

Tax code VAT Number

DETAILS FOR THE EXHIBITION

NAME TO BE SHOWN ON NOTICES (Information panels, informative folder, communications, ecc.)

Address Postcode

City Country

Tel. no Fax no Email

Person responsible Website

Together with this information please provide a description of the Exhibitor (400 characters including spaces) to include in the Bibliostar Catalogue 2024. To be sent to bibliostar@argentovivo.it

DETAILS FOR GUEST EXHIBITORS

NAME TO BE SHOWN ON NOTICES (Information panels, informative folder, communications, ecc.)

Address

Postcode

City

Country

Tel. no

Fax no

Email

Person responsible

Website

Together with this information please provide a description of the Exhibitor (400 characters including spaces) to include in the Bibliostar Catalogue 2024. To be sent to bibliostar@argentovivo.it

PARTICIPATION DETAILS

A. TYPE OF EXHIBITION SPACE AND OTHER INITIATIVES

Typology	Amount	Combination amount***	Non-furnished
Base: basic station area*	€ 1.700,00	€ 2.950,00	NON PIÙ DISPONIBILE
Bronze: equipped station area + working group participation*	€ 2.300,00	€ 3.900,00	Solutions to be defined. For info write to bibliostar@argentovivo.it
Silver: equipped station area + sponsorship*	€ 4.500,00	€ 5.300,00	
Gold: equipped station area + working group coordination + sponsorship**	€ 6.500,00	€ 7.000,00	

* Except Auditorium Palazzo Lombardia

** Including Auditorium Palazzo Lombardia

*** The amount includes, in addition to what is indicated in the Typology column, a full colour page in the magazine "Biblioteche oggi" and a brochure in the congress participant's bag.

B. ENROLMENT FEE

The **enrolment fee for the exhibition area holders** includes: the congress participant's bag; insertion in the Bibliostar Catalogue 2024; insertion in the informative folder; insertion of any programmes by companies on the Conference website; exhibitor badge and sign.

The enrolment fee allows a company contact person access as a participant in a working group. Participation for more than one contact person is only allowed after registration with Biblioteche oggi Association registration. This possibility is NOT included for the Basic station area.

The enrolment fee for guests includes: the congress participant's bag; insertion in the Bibliostar Catalogue 2024; insertion in the informative folder; exhibitor badge and sign.

Enrolment fee for area holder exhibitors	€ 250,00	
Enrolment fee for guest exhibitors	€ 150,00 per N°	guest exhibitors
Total enrolment fee	€	

C. ADVERTISING

"Biblioteche oggi" is a monthly magazine of professional information, aimed at librarians and the library world. It is a service and updating tool, which offers articles on current affairs and in-depth analysis, essays on librarianship, surveys and reports, discussion forums and columns. The magazine actively participates in the librarianship debate, offering its readers stimuli and food for thought on new trends. It is distributed among exhibitors, journalists and professional visitors taking part in the Conference.

DESCRIPTION	FORMAT	UNIT COST
Inside cover + banner on the website	21x27 cm	€ 1.500,00
Inside back cover + banner on the website	21x27 cm	€ 1.000,00
Back cover + banner on the website	21x27 cm	€ 1.800,00
Full cover page	21x27 cm	€ 900,00
Total advertising	€	

D. ROOM RESERVATION

Stelline Conference aims to promote the participation of companies in working groups. For presentations and corporate events write to bibliostar@argentovivo.it.

E. VISIBILITY AND SPONSORSHIP

Sponsorship		To be supplied by client
One depliant* (4 pag. max)		€ 900,00
One catalogue*		€ 1.400,00
Congress participant's bag	€ 4.200,00	€ 1.200,00
Notebook with pen	€ 1.790,00	/
Badge holder lanyard	€ 3.500,00	€ 1.000,00
Other sponsorships**	From € 3.000,00	/

* Material to be supplied by client and placed in the congress participant's bag.

** Ad hoc communication activities can be arranged with participation in the event programme.

SUMMARY OF PARTICIPATION ORDER

A. EXHIBITION SPACE AND OTHER INITIATIVES	€
B. ENROLMENT FEE	€
C. ADVERTISING	€
D. ROOM RESERVATION	€
E. VISIBILITY AND SPONSORSHIP	€
TOTAL	€
STAMP DUTY	€ 2
SUM TO PAY	€

DEPOSIT

The Company promises to pay, at the same time as this application, **50% of the SUM TO PAY.**

DEPOSIT 50% €

BALANCE

The company also promises to pay, within the time limit fixed by art. 7 of the General Rules of the exhibition, **the balance of the SUM TO PAY in any case by 19 January 2024.**

BALANCE 50% €

METHOD OF PAYMENT

Bank transfer to the account of Argentovivo srl:
CREDEM - Ag. 11 Milano - IBAN IT 16 I 03032 01610 0 10000000599 - SWIFT CODE BACRIT 21335

I the undersigned, as legal representative of the Company, declare that I have fully viewed the Official regulations of the exhibition and, specifically, that I have carefully read and approve articles 6, 7, 8, 9, 10, 16, 18, 19, 20, 21 of the above Official regulations of the exhibition present on the internet site www.convegnostelline.it (in the area dedicated to Exhibitors) and I declare that I fully approve the General regulations of the Exhibition.

DATE

COMPANY STAMP AND SIGNATURE OF LEGAL REPRESENTATIVE

INFORMATION AND APPROVAL IN ACCORDANCE WITH Law 196/03

Information for interested parties and corresponding approval in accordance with Law 196/3 and subsequent modifications and additions "Protection of persons and other subjects with respect to treatment of personal data" (hereafter referred to as "Law") and in relation to personal data due to be handled, as legal representative of (hereafter referred to as "Exhibitor") we inform you of the following:

1. The data contained in the application and in the details provided for the Bibliostar Catalogue 2024 will be handled by Argentovivo srl, or delegated company, for purposes of management, statistics, commerce, marketing and credit protection.
2. This data can be communicated to certain third parties (subsidiaries, holding companies, linked companies, businesses, institutions, consortia and associations, operating in Italy or European Union states for purposes of commerce, market research, marketing, publishing or factoring) or distributed via catalogue,
3. The handling of data can be carried out with the aid of electronic or automated means and can consist of any operation or complex of operations among those indicated in Art. 1, paragraph 2, letter b) of the law.
4. The handling of data by Argentovivo srl is essential for the participation of the Exhibitor at Bibliostar.
5. Article 13 of the Law permits the exercise of specific rights to the interested party, including obtaining confirmation from the proprietor of the existence or not of personal data and their communication in intelligible form; having knowledge of the origin of the data as well as the logic and purpose upon which the treatment is based; obtaining the cancellation, the transformation into anonymous form or the blocking of data treated in violation of the law in addition to the updating, correction or, if required, completion of data; opposing the handling for legitimate reasons.
6. Identifying data relating to the Proprietor and the Person Responsible, as in Articles 1 and 8 of the Law, can be acquired by writing to the registered office of Argentovivo srl. Acknowledging the information above, in accordance with Articles 11, 20, 22 and 28 of the Law, I consent to the handling of data by Argentovivo srl, as stated in point 1; to the communication of data, as in point 1, to the parties indicated in the above information; to the distribution via catalogue of the data, as in point 1. It is understood that consent is conditional on respect for the provisions of legislation currently in force.

DATE

COMPANY STAMP AND SIGNATURE OF LEGAL REPRESENTATIVE

