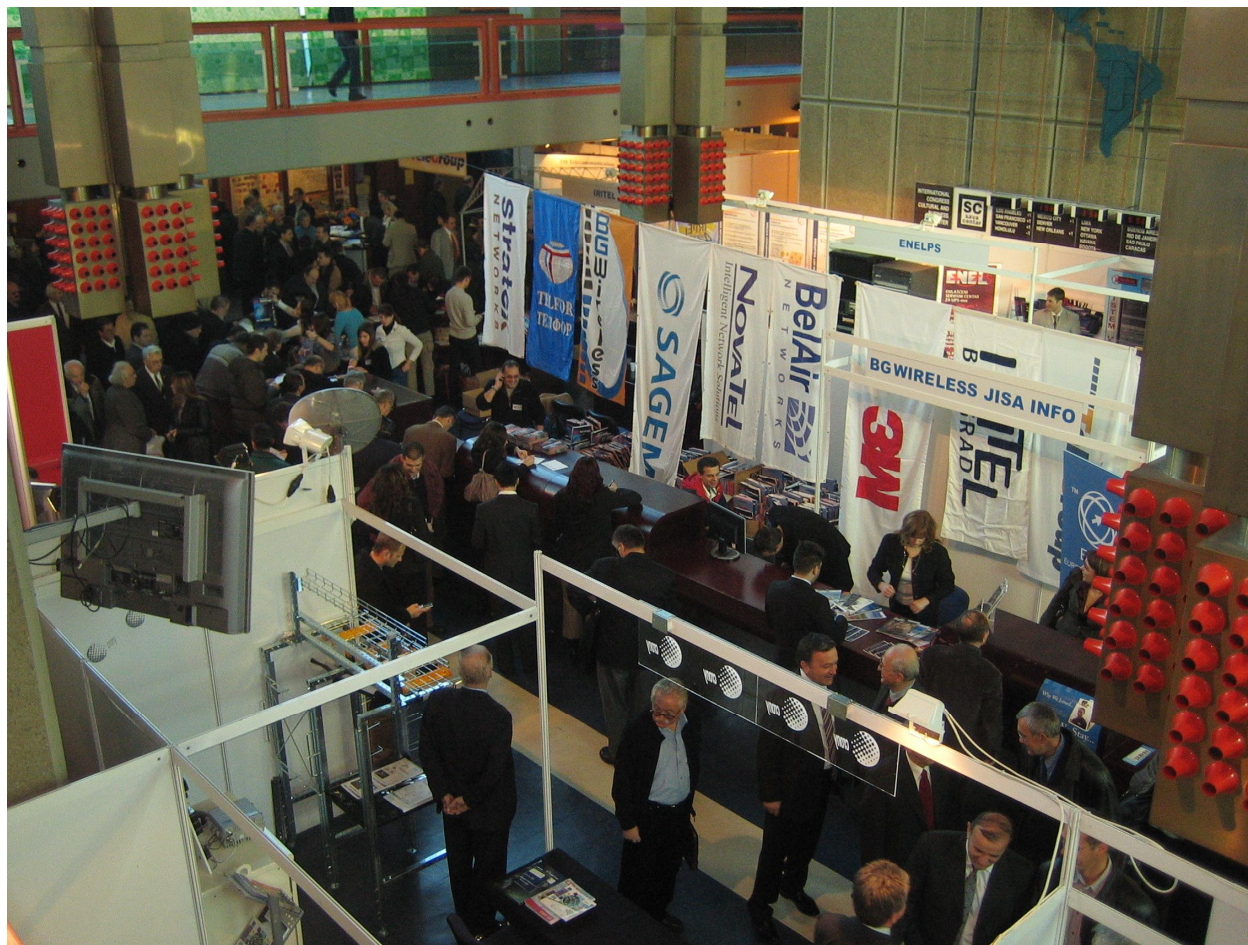




DRUŠTVO ZA TELEKOMUNIKACIJE

Bul. kralja Aleksandra 73, PF 3554, 11120 Beograd, Srbija
Tel: +381 11 3248464, +381 64 6100100 Faks: +381 11 3370159,
RN 160-19399-79

Email: office@telfor.rs Internet: www.telfor.rs



A REMINDER FOR FIRMS-EXHIBITORS AT TELFOR 2009

Standard stands (see picture on page 2) are built with **white advertising boards (199x95 cm)**, provided by the TELFOR organisation. The top edge is 220 cm from the ground. Posters can be easily glued to them with sellotape. It's up to the exhibitor what is to be exhibited (commercial and technical materials). It is disallowed to put posters on any walls in the Sava Centar.

Mainly the **ceiling height is 280 cm**. Exceptions are locations B1, B2 and F. **Measurements for custom stands must be made in advance** before stand is planed, builded and assembled by the exhibitor himself (by special firms).

The name of the Firms are provided by the organiser over every stand, by standard letters. The letters height is 20 cm. Please check the name of your firm is written correctly. It can be corrected on place.

Depending on the stand dimensions, the organiser provides the **necessary number of chairs and tables**. Tables are 75 cm high and there are different dimensions of top boards. 120x80 or 200x100 cm.

The organiser provides one power supply socket **220V, 50Hz up to 1000 W consumption**. If there is more equipment that needs power, **exhibitors are adviced to provide 5m extender cables** with more sockets.

If exhibitors **need more electrical power than 1000 w**, it is necessary to inform, on time, the organizer to provide it.

The organizer also provides **one spotlight over the stand**.

The organizer **does not provide telecommunication lines**. If needed they can be rented by Sava Centar

Cable (copper) **Internet lines can be rented** by local Internet provider. The Internet provider is also in the Sava Centar

The Sava Centar is covered by **WLAN** (for example the acces point **MTS 064 WLAN**). Vouchers can be purchased on place.

Exhibitors flags can be hung over the exhibition (look at the picture on first page). The recommended flag dimensions are 80x200 cm. Flag exposing is done by the organiser staff.



Stands **must be arranged on Monday, November 23, 2009**. Standard stands provided by the organiser will be ready from 9:00 am. All exhibition materials exhibitors deliver directly to the Sava Centar. If something is to be hung on the stand walls, its weight should not exceed 3 kg. Hanging hooks should be provided by the exhibitor.

In the Sava Centar, close to the exhibition place is a **restaurant**. **All standard catering services** can be ordered. (Hot and cold meals, sandwiches, refreshments, cocktail parties...). There is also a possibility to organize **cocktail parties on the stand** or in front of entrances to halls for commercial presentations. The restaurant has **exclusive rights to deliver food** in the Sava Centar. The contact person in the restaurant is Mr. Slaviša Gačić, telephone number +381 (0)64-822-9310.

All necessary **packages** of exhibited equipment can be stored in special places in the Sava Centar. It is not permitted for packages to stay on the stand during TELFOR.

There is a **free garderobe (cloak room)** too.

Stands must not be **dismounted** before all activities on TELFOR are finished, on November 26. afternoon.

Exhibitors are obliged **to have personal staff** from 8:00 do 19:00 hours on November 24-26. till the moment the exhibition finishes.

The Sava Centar is giving a **security service** out of the working hour and some firm/stands will have their own security staff. In the case that exhibitors want to have its own security staff, on time, contact with Sava Centar security, is obligatory.

Hall 4 on the first floor, where commercial presentations are held, have 80 chairs, **screen, grafoscope connected with PC**. Presentations, for example in Power Point should be on CD or USB memories. There is also a technician with equipment on hand.

Do please, obey the terms of your commercial presentation. It is Recommended that you inform your potential auditors on time.

Reserved time for one commercial presentation is 45 minutes but two presentations can be joined and in that case the maximum time of presentation should be 105 Minutes!

On the **wellcome desk** there is a microphone (public adress), so 15 minutes before your commercial presentation, the announcement of your presentation can be clearly heard in the whole buliding ! Text of announcements should be given to the wellcome staff on paper.

The **price of one square meter** of the exhibition space is 12.000 RS dinars (+VAT), or equivalent in Euros, for all three days of the TELFOR, under the condition that it is paid before November 21, 2009.

After this deadline, the price is 16.000 RS dinars (+VAT) per 1 m2, or equivalent in Euros.

TELFOR **Main Supporters** (support of minimum 250.000 RSD) have 30% discount, TELFOR **Supporters** (support of minimum 100.000 RSD) have 15% discount and **Friend** organizations (support of minimum 50.000 RSD) have 5% **discount** to the mentioned prices, for the displaying space up to 16 square meters. For the space over the 16 square meters, the regular price will be applied.

All supporters have the right for one **free A4 dimensions** page for commercial purposes in CD lecturers book. This commercial in electronic format can be delivered to TELFOR's official e-mail till November 5. 2009

For **Main Supporters, commercial presentations** are free but should be declared on time.

Main Supporters can put their logo (hypertextually connected with their main page) on site www.telfor.rs/donatori

The price of one commercial presentation is **12.000 RS dinars (+VAT)**, or equivalent in Euros, for all three days of the TELFOR, under the condition that it is paid before November 22, 2009.

TELFOR-a 2009, big opening, is on November 24, 2009, 10:30 hours.

Best wishes for your participation on TELFOR 2009

Please do not hesitate to contact me,
I'm here to help with all your open questions!

TELFOR organizer

Ivan Nador dipl ing
Phone +381 (0)11 3200-255 (09-16 hours)
Mobile +381(0)64-650-1504
E-mail: inador@telekom.rs
www.telfor.rs