## Microbiome Symposium (29 and 30 November 2019) @ STIAS Information for EXHIBITORS and POSTER PRESENTERS



## **POSTER PRESENTATIONS**

- Set-up will take place on Friday 29 November between 09:00 11:00, outside the auditorium in the corridor area.
- Poster presenters will be presenting their posters during the welcome cocktail event (17:15 19:00), lunch break and afternoon break.
- Posters must be removed on Saturday 30 November at 18:00. Posters left behind after the close of the symposium will be disposed of.
- The organisers and their service providers including directors, owners, management and employees of the venue, accept no liability or responsibility for posters lost or damaged at the symposium.

**POSTER DIMENSIONS:** A0 size: 841mm (w) x 1189mm (h) - each participant will receive one panel and double sided type.

**PRINTING**: Contact African Sun Media for printing needs. Situated in the Administration A building, Ryneveld Street, Stellenbosch.

T: 00 27 (0)21 808 2401 / E: asmadmin@sun.ac.za / tasneem@sun.ac.za / www.africansunmedia.co.za



Sample of stand



## **EXHIBITORS**

- Upon arrival, please check in with the conference registration desk to collect your name badge(s) before setting up your display.
- Anyone from your organisation attending the symposium must register before the start of the symposium. An official name badge will be required to access the symposium and exhibition area.
- Set-up will take place on **Friday 29 November** between **09:00 11:00**, **inside** the auditorium (refer to venue layout).
- Each exhibitor will receive a table (1.8 meter x 45 cm) with two chairs and one poster board stand size: 960mm (w) x 1450mm (h) image below.
- Exhibitions must be removed on Saturday 30 November at 18:00.
- Exhibitors are allowed to bring a pull-up banner to display their company logo and details.
- No valuable items should be left unattended at your exhibition at any time and especially not overnight. No responsibility is accepted for any loss or damage to equipment and display materials.



