



PRODUCT THEATRE GUIDELINES

1. OFF SITE PRODUCT THEATRE SESSIONS

All Product Theatre sessions must be organised at the Congress Centre at official time slots offered by EPA.

2. PRODUCT THEATRE PASSES

Each Sponsor holding a product theatre session is entitled to 3 PT Passes. These passes are **EXCLUSIVELY** reserved for external suppliers involved in the PT set up. These passes will be valid **ONLY for the day** of the PT session.

3. SATELLITE SYMPOSIA ADVERTISING OPTIONS

HANDOUTS

Companies holding a PT session during the EPA 2023 congress are allowed to distribute flyers and other documents advertising their session. These documents can be distributed only within the limits of the exhibition stand.

SELF STANDING ROLL-UP DISPLAY

Companies holding a PT session during the EPA 2023 congress are allowed to advertise their session by:

- displaying **1 roll-up** in front of the space / room used to hold their own PT session during the session preceding their PT session.
- Companies holding a PT session during the EPA 2023 congress are allowed to advertise their session by displaying 1 roll up banner in the registration area on **the day of their PT session only**.

Roll-up advertising the PT session are not included in the sponsorship items purchased. It is the company's responsibility to order, produce and set up the stand-alone advertising.

It is the responsibility of the company holding a PT session to set up the self-standing signage.

CORPORATE BRANDING OF CONFERENCE ROOMS FOR PRODUCT THEATRE SESSIONS

Corporate branding inside the meeting rooms is strictly limited to the following:

- ✓ Speaker's lectern Companies may prepare a sign to be installed on the speaker's lectern.
1,11mx0,60 m

It is the responsibility of the company holding a PT session to remove all branding at the end of the session.

4. PRODUCT THEATRE PROGRAMME AND SPEAKERS

In order to have their PT programme approved by the EPA Scientific Committee companies holding an PT session during EPA 2023 are requested to provide the organizers with the following information:

- **Title of the PT Session**
- **Speakers' full names and complete details (affiliation and email)**
- **Title of each presentation given during the PT session**



This information must be provided to amel.benmabrouk@wearemci.com by **25 January 2023** via the **PT Session Programme form available on the Technical Manual**.

Session title and speakers, as well as presentation titles (if any), together with company logo will be published in a dedicated Industry section in the final programme, in the conference app and online in a dedicated Industry section of the conference website.

Please note that it is **the sponsor's responsibility** to register the speakers to the congress. For any enquiries, please contact epa-registration@wearemci.com

5. EMBARGO

No data should be presented in any PT session which will subsequently be presented either orally or as a poster at the meeting.

6. AUDIOVISUAL EQUIPMENT OF CONFERENCE ROOMS

All session halls used for **PT Sessions** during the EPA 2023 congress will be equipped as follows:

Single Power Point Presentation:

- ✓ 1 Data projector (beamer)
- ✓ 1 PC for Power Point
- ✓ **Speaker Preview Room to upload the speakers presentations**
- ✓ Screen
- ✓ Return screen (confident monitor) for speakers
- ✓ Sound: Inside room conference standard sound system for the audience
- ✓ 1 laser pointer
- ✓ 3 fixed microphones on presidential table
- ✓ 1 fixed microphone for speaker lectern
- ✓ Standing microphone in alleys for Q&A

Any additional audio-visual equipment can be ordered at an extra cost from the Vi Paris congress centre (information on the technical manual)

7. HOSTESSES REQUESTS

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