



FAKULTI PERUBATAN DAN SAINS KESIHATAN
FACULTY OF MEDICINE AND HEALTH SCIENCES

Our Ref: UPM/FPSK/JOG-MGP/Neuro/2013/Sponsor

Date: 12th April 2013

TO WHOM IT MAY CONCERN

Dear Sir/Madam,

**TRADE EXHIBITION SPONSORSHIP INVITATION FOR NEUROFAIR 2013
(INCLUSIVE OF THE 3rd ANNUAL NEUROSCIENCE SEMINAR 2013 AND NEUROFAIR 2013)**

Referring to the matter above, Neuroscience Research Cluster, Faculty of Medicine and Health Sciences, Universiti Putra Malaysia and Basic Neuroscience Chapter, Malaysian Society of Neuroscience are co-organizing NeuroFair 2013 consisting of the 3rd Annual Neuroscience Seminar 2013 and activities related to the nervous system (exhibition, games, video screening, competition, health seminars, patient care seminars and technical talks).

2. The NeuroFair 2013 details are as follows:

Venue: Faculty of Medicine and Health Sciences, UPM

Date: 11th & 12th June 2013

Theme: Neuroscience for everyday life

3. The NeuroFair 2013 is expected to draw more than 200 participants from all over the country, and will highlight the latest developments and ideas, new emerging techniques and technologies and research discoveries in the area neuroscience. The participants will include scientists and clinicians involved in various studies fundamental, medical and clinical neurosciences.

4. The unique side of the event is to also cater for public in our effort in raising awareness about brain health among schoolchildren, teachers, parents and participants from different background.

5. We therefore would like to invite your company to participate and contribute to this meeting as your company plays an integral role in research advancements of this field as well as helping to fulfill our societal responsibility with regards to the topic. Together with this letter are the detailed sponsorship packages.

Please check our website at <http://www.neurosains.org/neuro2013/> for further details about the conference. We would appreciate a reply as soon as possible and we look forward to receiving a favorable reply from you. Thank you.

Warmest Regards,

DR. MICHAEL KH LING

Chairman for NEUROFAIR 2013

Phone: 016-5474760 / 03-89472564

Email: khling@medic.upm.edu.my

**Please complete and forward the form below to register
your commitment to being a Sponsor or Exhibitor for
NeuroFair 2013 being held 11th-12th June 2013 at the
Faculty of Medicine and Health Sciences, UPM.**

Organization: _____

Contact Name: _____ Position: _____

Address: _____

Telephone: _____ Facsimile: _____

Email: _____ Website: _____

The benefits of participating in this exhibition and sponsoring the events include:

- Maximizing exposure of your products
- Face-to-face with target audience
- Presenting your products and services on sites
- Marketing opportunities
- Developing professional connection and business networking
- Fulfilling your societal role in increasing awareness on brain health among public

Space is limited and allocated on a first come, first served basis. NeuroFair 2013 will reserve a space upon the receipt of your signed application form of sponsorship and payment. We will acknowledge your participation in this fair in the Programme Book, during scientific presentation and intervals between sessions.

Respond Quickly!

The programme book will be distributed on site to each conference delegate upon arrival. This programme book will be used continuously throughout the conference giving repeat recognition to the corporate advertisers.

Please indicate the type of sponsorship or exhibition you would like to participate in the conference

No	Sponsor items	Cost (RM)	Quantity available	Quantity wanted	Total (RM)
1	Sponsoring ONE plenary speaker *Inclusive of Free exhibition Booth (1) + complimentary meals throughout the event (2 pax/2 days)	3,500.00	1		
2	Sponsoring ONE invited speaker *Inclusive of Free exhibition Booth (1) + complimentary meals throughout the event (2 pax/2 days)	2,000.00	5		
3	Exhibition booth only (2 days) *Please read the exhibition guidelines	1,500.00	8		
4	Programme book printing (free outer-back cover coloured advertisement space) *Inclusive of Free exhibition Booth (1) + complimentary meals throughout the event (2 pax/2 days) *In the event of the outer-back cover advertisement space taken by another company, we will provide a full page coloured advertisement. To avoid disappointment, please respond as soon as possible.	5,000.00	1		
5	Advertisement space in programme book (The sponsor is responsible for the artwork)				
	Outer-back cover coloured (whole page) *Inclusive of Free exhibition Booth (1) + complimentary meals throughout the event (2 pax/2 days)	3,000.00	1		
	Inside-front or inside-back cover coloured (whole page)	2,000.00	1/1		
	Inside black & white (whole page)	1,000.00	Unlimited		
	Inside black & white (half page)	1,000.00	Unlimited		
6	Industrial talk (Only for 12th June 2013)				
	30 minutes. *Comes with: Free lunch for the speaker for one day. *Please provide us with a 300-word abstract of the intended talk.	2,000.00	2 session only		
	60 minutes *Comes with: Free lunch for the speaker for one day. *Please provide us with a 300-word abstract of the intended talk.	3,000.00	2 session only		
7	Delegate bags including company logo print (250 pcs) Make your organization's logo on the delegate's kits; one of the first things delegates see. We will include important congress information in the conference bag at the congress.	Absorbed by your company	1 package		

8	Name tags and lanyard (250 pcs of each) Guarantee constant corporate exposure throughout the conference. We will custom imprint your company's name and logo on the tags.	1,000.00	1 package		
9	Goodies for conference bags *The secretariat will help to include your goodies into the delegate bags.	Absorbed by your company	Unlimited		
10	Conference banner (1 pc), buntings with stand (6 pcs) Guarantee constant corporate exposure throughout the conference. We will custom imprint your company's name and logo on the buntings.	3,000.00	1 package		
11	Social Events Be the official host of the respective event which take place during the conference.				
	Luncheon (250 pax per day)	4,000.00	2 sessions		
	Refreshments (250 pax per day)	2,500.00	4 sessions		
	Gala Dinner (only on 11 June 2013 night) Sponsoring 2 tables for 20 pax (inclusive of 2 representatives from your company) = 1 package	2,000.00 (20 pax per package)	13 packages		
12	Monetary contribution We will announce your contribution during the presentation of awards.	Any amount	Any amount		
<p align="center">Total Contribution Value (Ringgit Malaysia) (excluding items 7 & 9)</p> <p>Companies with a total contribution greater than the following amount will be qualified as:</p> <p>a) Platinum sponsors (>RM15,000.00) b) Gold sponsors (>RM10,000.00) c) Silver sponsors (>RM5,000.00) d) Bronze Sponsors (<RM5,000.00)</p>					

Due date for confirmation:
15th May 2013

Your participation in the NeuroFair 2013 is confirmed upon the receipt of your payment and this completed form, subject to availability of your preferred sponsorship package(s). By completing and signing this form you have agreed to provide the sponsorship indicated above at the NeuroFair 2013 and warrant that you are entitled to do so under the authority of your particular organization.

SIGNED :

DATE:

Name :

Company Stamp:

PAYMENT ATTACHED

BANK TRANSFER

LOCAL CHEQUE

- For direct bank-in or online transfer, our account number is **12150005004050 (Bank: CIMB)**. *Please place the following note: "**NeuroFair 2013**" and "**Your company name**"

*Please send the bank-in slip/payment advice to secretariat through email (neurofair2013@gmail.com) or fax to 603-8947 2646 as proof of payment.

OR

- Cheque to be made payable to "**BENDAHARI, UPM**".

*Please place the following note at the back of your cheque: "**NeuroFair 2013**" and "**Your company name**"

**Send the cheque to the following address:

[NeuroFair 2013 Secretariat](#)

Dr. Thilakavathy Karuppiah (NeuroFair2013 Secretary)

c/o Clinical Genetics Unit

Department of Obstetrics & Gynaecology

Faculty of Medicine and Health Sciences

Universiti Putra Malaysia

43400 UPM Serdang

Selangor DE, Malaysia.

- Any correspondence related to payment has to indicate the invoice reference.

For more information please contact:

Dr. Michael KH Ling

Chairman for NeuroFair 2013

Phone: 016-5474760 or 03-8947 2564 Fax: 03-8947 2646

Email: khling@medic.upm.edu.my

Please cc your email to neurofair2013@gmail.com

OR

Dr. Thilakavathy Karuppiah

Secretary for NeuroFair 2013

Phone: 019-965 0051 or 03-8947 2652 Fax: 03-8947 2646

Email: thilathy@medic.upm.edu.my

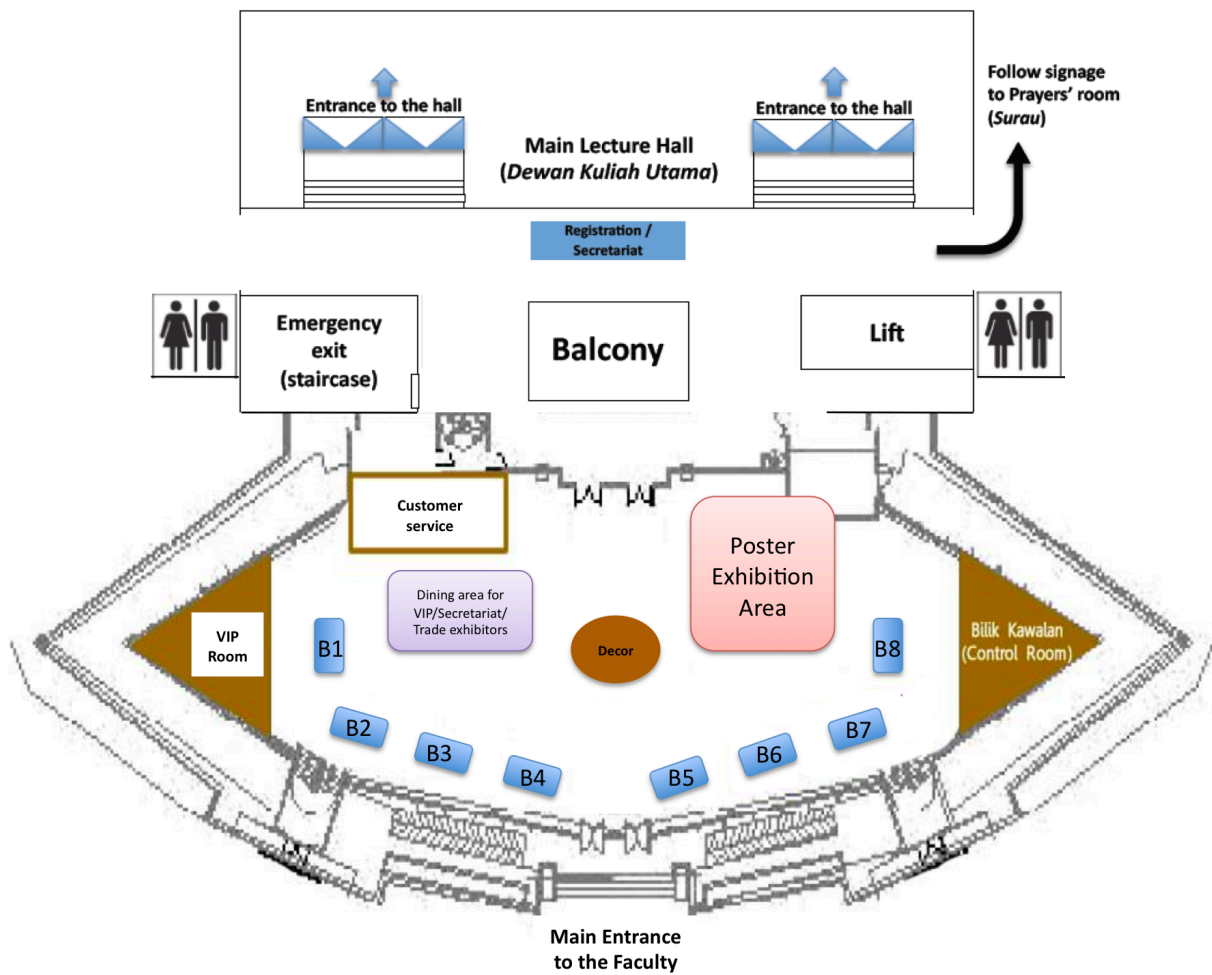
Please cc your email to neurofair2013@gmail.com

YOUR CONTRIBUTION MAY ACT AS A CATALYST IN BRINGING THE MALAYSIAN RESEARCH OUTCOMES TO THE PATIENTS. THANK YOU!

EXHIBITOR GUIDELINES

- 1) Exhibitors will only be provided a 1.5 x 6 ft table with 2 units of chairs,
- 2) Exhibitors are required to give the names of their representatives (not more than two (2)), two (2) weeks before the conference date. Please email the names of your representatives to neurofair2013@gmail.com.
- 3) Exhibitors are required to wear the conference tag throughout the conference period.
- 4) Complimentary lunch and refreshments for two (2) persons during the two (2) days of the event.
- 5) Exhibitors will be allowed to distribute materials such as flyers, abstracts and/or catalogs.
- 6) In the unlikely event of theft, loss or accident, the MTERMS Organizing Committee will bear no responsibility.
- 7) NeuroFair 2013 Organizing Committee reserves the right to direct an exhibitor to take necessary actions and/or to restrict its activities.
- 8) NeuroFair 2013 Organizing Committee is not responsible for transporting exhibitors' materials to/from the conference site.
- 9) There is NO pipe and drape for this event, so be sure to supply any backdrops you may need. Booth space and table decorations are your responsibility. The committee WILL supply table skirts. Please bring your own tables and skirting if you need something different than that are offered by the committee.
- 10) Exhibition set up
 - i. Set-up times are 3.00 pm – 6.00 pm on Monday, 10th June 2013.
 - ii. With respect to the participants, other exhibitors, and the MTERMS Organizing Committee, we ask that you not tear down your booth space until 4.00 pm on Monday, 12th June 2013.
- 11) Please refer to the exhibition floor plan for location of the exhibition booth (Booths allocation is based on 'first come first serve basis' upon the receipt of your payment).

Exhibition Floor Plan



For sponsorship(s) items 1, 2 and 3, please indicate your preferred booth(s) (B1 to B8).