



**THE NINTH SPE INTERNATIONAL CONFERENCE ON
HEALTH, SAFETY & ENVIRONMENT IN OIL AND GAS
EXPLORATION AND PRODUCTION**

15-17 APRIL 2008, NICE, FRANCE

SPE
ORDER FORMS
FOR
EXHIBITORS



The Ninth SPE International Conference on Health, Safety & Environment
in Oil and Gas Exploration and Production
15-17 April 2008, Nice, France

EXHIBITOR ORDER FORMS

FORMS TO BE RETURNED TO SPE:

- A. **Conference Programme Listing & Description Form:** Please complete this form in order that your company and its description can be listed in the official conference programme. DEADLINE: 28 January 2008
- B. **Advertising Form:** Please complete this form if you wish to place an advertisement in the conference programme. DEADLINE: 28 January 2008
- C. **Weight Restriction Form:** DEADLINE: 28 January 2008
- D. **Complimentary Full Conference Delegate Registration Form:** Please complete this form with the person(s) who will receive the full conference delegate registrations. DEADLINE: 14 March 2008
- E. **Stand Staff Form:** Please complete and return this form so that badges can be produced for your exhibition staff to collect from the exhibitor's desk upon arrival at the RAI Congress Centre. DEADLINE: 14 March 2008
- F. **Guest Invitations Form:** Each Exhibiting Company is entitled to 5 Guest Invitations free of charge. Exhibiting companies are invited to submit to SPE a list of companies and contacts to whom they would like **Guest Invitations** to be mailed. These invitations will allow the bearer to visit the exhibition free of charge at any time during the conference period. These invitations will not be valid for access into the technical sessions. DEADLINE: 14 March 2008

FORMS TO BE RETURNED TO CEVA SHOWFREIGHT:

NOTE: some prices listed on these forms are 2007 prices – please take into account an increase for 2008 prices.

- **Showfreight Services Order Form:** CEVA Showfreight are the official shipping agent for this event. Please see the enclosed CEVA Showfreight shipping form for all prices and contact details.

Please note: Exhibitors should note that couriers are able to deliver to the venue, but we would advise that any shipment being sent before the tenancy period be sent to our advance warehouse which is detailed in our shipping instructions. Please note that CEVA Showfreight will charge for this service.

FORMS TO BE RETURNED TO NICE ACROPOLIS

- **All order forms belonging to Nice Acropolis must be returned to Nice Acropolis by NO LATER than Saturday 15 March 2008. Unless stated otherwise, all forms must be returned to the following contact:-**

Thérèse Marty
Nice Acropolis – Direction Technique
1 Esplanade Kennedy
06300 - NICE FRANCE
Fax: +33 (0)4 93 92 82 55
Tel: +33 (0)4 93 92 83 84
email: tmarty@nice-acropolis.com

PAYMENT: Please do NOT send payment in respect of items ordered with the order forms. All exhibitors will be invoiced AFTER the event has taken place for additional items ordered for their stand. A post-show invoice, detailing all equipment ordered in advance and additional orders placed on-site, will be mailed to you at the end of April. (Please see order form 3A1 in the Nice Acropolis Order Forms for further details)



The Ninth SPE International Conference on Health, Safety & Environment
in Oil and Gas Exploration and Production
15-17 April 2008, Nice, France

A. CONFERENCE PROGRAMME LISTING & DESCRIPTION

Please type or print clearly exactly how you wish your company to be listed in the Conference Programme. For those exhibitors who purchased a Stand Package, the fascia board of your exhibit stand will list the company name that you list below.

Exhibiting Company Name:

Address:

City, State, Postal Code:

Country:

Telephone:

Facsimile:

Company Email Address:

Company Website Address:

50-Word Company Description:

List participating divisions or subsidiaries (name only) below:

.....
.....
.....

Please email the above details or return this form by fax to:

Society of Petroleum Engineers

Tel: + 44 (0) 20 7299 3300

Fax: + 44 (0) 20 7299 3309

kstevenson@spe.org

Deadline: 28 January 2007



The Ninth SPE International Conference on Health, Safety & Environment
in Oil and Gas Exploration and Production
15-17 April 2008, Nice, France

B. ADVERTISING IN CONFERENCE PROGRAMME

Please complete this form if your company would like to place an advertisement in the onsite conference programme. Colour and Black/White advertisements will be accepted. Please see next page with regard to full specification of size and submitting details. Please also note that advertising space is done on a **first-come, first-served basis**.

PRICES

FULL PAGE

- Inside Front Cover = GBP 650+VAT @ 19.6%
- Inside Back Cover = GBP 575+VAT @ 19.6%
- Outside Back Cover = GBP 1050+VAT @ 19.6%
- Standard = GBP 390+VAT @ 19.6%

HALF PAGE – HORIZONTAL

- Standard half page horizontal = GBP 205+VAT @ 19.6%

(Please tick appropriate box)

We wish to place a full page advertisement in the conference programme

We wish to place a half page horizontal advertisement in the conference programme

We agree to pay this charge prior to the conference:-

Company

Address

Contact

Tel. No Fax. No.....

Email:

Credit Card Type:Credit Card Number:

Expiration Month: Expiration Year:

Diners Only: Start Month: Start Year:

3 Digit security code (MasterCard and Visa Only):

Please email the above details or return this form by fax to:

Society of Petroleum Engineers

Tel: + 44 (0) 20 7299 3300

Fax: + 44 (0) 20 7299 3309

kstevenson@spe.org

Deadline: 28 January 2008



The Ninth SPE International Conference on Health, Safety & Environment
in Oil and Gas Exploration and Production
15-17 April 2008, Nice, France

ADVERTISING SPECIFICATIONS

AD SIZES

FULL PAGE

- Trim Size: 5.75" (width) x 8.25" (height) or 146mm (w) x 210mm (h)
- Bleed Size: 6" (w) x 8.5" (h) or 152mm (w) x 216mm (h)
- Amount bleed: 0.125" or 3mm on all sides (To create an ad which bleeds, build your document to the Trim size, and extend artwork 3mm beyond that.)
- Live/Type Area: 5.25" (w) x 7.75" (h) or 133mm (w) x 197mm (h) (Keep all text, logos, or graphics you don't want trimmed off inside this safe area).
- No Bleed Size: 5.25" (w) x 7.75" (h) or 133mm (w) x 197mm (h)

HALF-HORIZONTAL PAGE

- Bleed Size: 6" x 4.25" or 152mm x 108mm (h)
- No Bleed Size: 5.25" (w) x 3.75" (h) or 133 mm (w) x 95 mm (h)

ELECTRONIC GUIDELINES

Please submit your advertisement in one of the following formats:
JPEG; TIF; GIF.

Please provide either a PDF proof. Ads that are delivered without a proof **are not guaranteed to be printed as you intended**, as we will not be able to accurately check placement or fonts.

SUBMITTING YOUR AD

Ads may be submitted:

- via post on CD or Zip disk to:
Katharine Stevenson
SPE Office in London
3rd Floor, Portland House, 4 Great Portland Street, London W1W 8QJ, UK
- via email
Email files under 6MB to kstevenson@spe.org
- via FTP:
Files over 6MB will need to be posted on SPE's FTP site. Please compress your files (zip or stuff), and then use an FTP Upload programme such as Fetch, with the following information:
Host: prodftp.spe.org
User ID: prod
Password: spe
Directory: in

Please e-mail Katharine Stevenson at kstevenson@spe.org with the file name once the upload is complete.



The Ninth SPE International Conference on Health, Safety & Environment
in Oil and Gas Exploration and Production
15-17 April 2008, Nice, France

C. WEIGHT RESTRICTIONS FORM

The maximum weight restriction in the Rhodes Exhibition hall is 350kg/m²

Please confirm the following by agreeing to the terms and conditions on this page:-

[] My company **will not** be bringing equipment that weighs MORE THAN the maximum weight restriction allowed in the Rhodes Exhibition hall.

TO ALL EXHIBITORS

I hereby confirm that I have read and understood the above weight restriction information and **will not** be bringing equipment that exceeds the maximum weight restrictions in the Rhodes Exhibition hall. If any of the above is not adhered to, I will be held responsible at a cost, and may find that my company is withdrawn from the Exhibition.

Signed: Dated:.....

Print name:

Print company:

Please email the above details or return this form by fax to:
Society of Petroleum Engineers
Tel: + 44 (0) 20 7299 3300
Fax: + 44 (0) 20 7299 3309
kstevenson@spe.org
Deadline: 28 January 2008



The Ninth SPE International Conference on Health, Safety & Environment
in Oil and Gas Exploration and Production
15-17 April 2008, Nice, France

D. COMPLIMENTARY FULL CONFERENCE DELEGATE REGISTRATIONS (2 per 9sqm)

Please list below the name(s) of the person(s) who will receive the complimentary full conference delegate registrations. Name badges and conference materials should be collected from the Registration Desk when staff arrive at the conference centre. **Please note that Registration Badges will not be mailed in advance. Per 9 sqm, you are entitled to two complimentary full registration badges** (e.g. an 18 square metre stand entitles the exhibiting company to 4 complimentary registrations etc). People holding these badges have access to all areas of the event.

Name.....

Company.....Address:.....

City Country

Name.....

Company.....Address:.....

City Country

Name.....

Company.....Address:.....

City Country

Name.....

Company.....Address:.....

City Country

Please email the above details or return this form by fax to:

Society of Petroleum Engineers

Fax: + 44 (0) 20 7299 3309

Tel: + 44 (0) 20 7299 3300

kstevenson@spe.org

Deadline: 14 March 2008



The Ninth SPE International Conference on Health, Safety & Environment
in Oil and Gas Exploration and Production
15-17 April 2008, Nice, France

E. STAND PERSONNEL

Please list below the name(s) of the staff who will be manning your stand during the exhibition. The cost is **GBP 70+VAT @ 19.6%** for the total of three event days and entitles the registrant access to the exhibition, coffee breaks AND the Welcome Reception on Tuesday 15 April only. Registrants holding these badges do NOT have access to the technical conference sessions or the Gala Dinner. Name badges can be collected at the Registration Desk onsite **and will not be mailed in advance**.

An invoice to the exhibiting company will follow after receipt of this form. Please be advised that if the invoice has not been paid by Friday 11 April 2008, each registrant will be obliged to provide credit card details in exchange for their name badge. If payment still has not been received by Friday 18th April 2008, the charge will be deducted from the registrant's credit card.

Name.....

Company.....

City Country

Name.....

Company.....

City Country

Name.....

Company.....

City Country

Name.....

Company.....

City Country

Please note that SPE will charge full French VAT/TVA on all payments, unless you provide SPE with your company's French VAT/TVA registration number here Please note that not all companies are registered for French VAT/TVA.

Please email the above details or return this form by fax to:

Society of Petroleum Engineers

Fax: + 44 (0) 20 7299 3309

Tel: + 44 (0) 20 7299 3300

kstevenson@spe.org

Deadline: 14 March 2008



The Ninth SPE International Conference on Health, Safety & Environment
in Oil and Gas Exploration and Production
15-17 April 2008, Nice, France

F. GUEST INVITATIONS FORM

Each Exhibiting Company is entitled to **5** Guest Invitations *free of charge*. Please submit below a list of companies and contacts to whom you would like the Invitations to be (e)mailed. These invitations will allow the bearer to visit the exhibition *only free of charge* at any time during the conference period. These invitations will not be valid for technical conference sessions.

Please note that additional Guest Invitations can be ordered at a cost of GBP10 per redemption. For more information, please contact Katharine Stevenson, kstevenson@spe.org

[] I will (e)mail you our list of those we would like to invite to the exhibition. SPE will send out the invitation on our behalf.

[] Please send me an email copy of the invitation which I will distribute myself.

Company.....
Address
.....
Contact
Tel. No..... Fax. No.....
Email:

Company.....
Address
.....
Contact
Tel. No..... Fax. No.....
Email:

Company.....
Address
.....
Contact
Tel. No..... Fax. No.....
Email:

Company.....
Address
.....
Contact
Tel. No..... Fax. No.....
Email:

Company.....
Address
.....
Contact
Tel. No..... Fax. No.....
Email:

Please email the above details or return this form by fax to:

Society of Petroleum Engineers

Fax: + 44 (0) 20 7299 3309

Tel: + 44 (0) 20 7299 3300

kstevenson@spe.org

Deadline: 14 March 2008



**The Ninth SPE International Conference on Health, Safety & Environment
in Oil and Gas Exploration and Production**
15-17 April 2008, Nice, France