



**15th Asian & Oceanian  
Epilepsy Congress**  
20-23 February 2025  
New Delhi, India

**INVITATION TO  
INDUSTRY**





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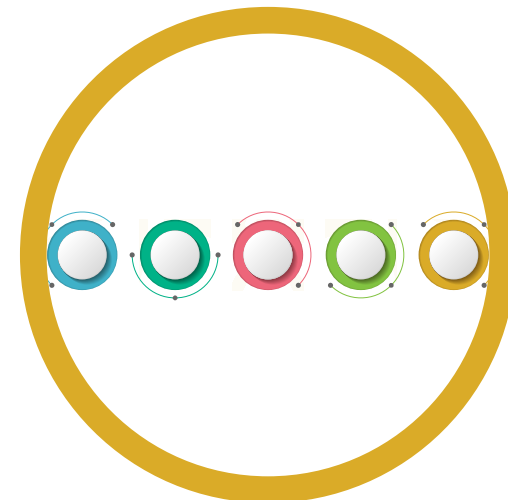
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# Introduction and Congress Committee

The **15th Asian & Oceanian Epilepsy Congress (AOEC)** will take place in New Delhi, India from 20 to 23 February 2025. The AOEC is now a landmark in the epilepsy community agenda and the forthcoming congress promises to be innovative and engaging. The congress is organised by the International League Against Epilepsy (ILAE) and International Bureau for Epilepsy (IBE).

The congress presents a unique opportunity to engage with the finest minds in the field and share experience with fellow researchers, clinicians and care practitioners in the region and across the globe.

## Scientific and Organising Committee

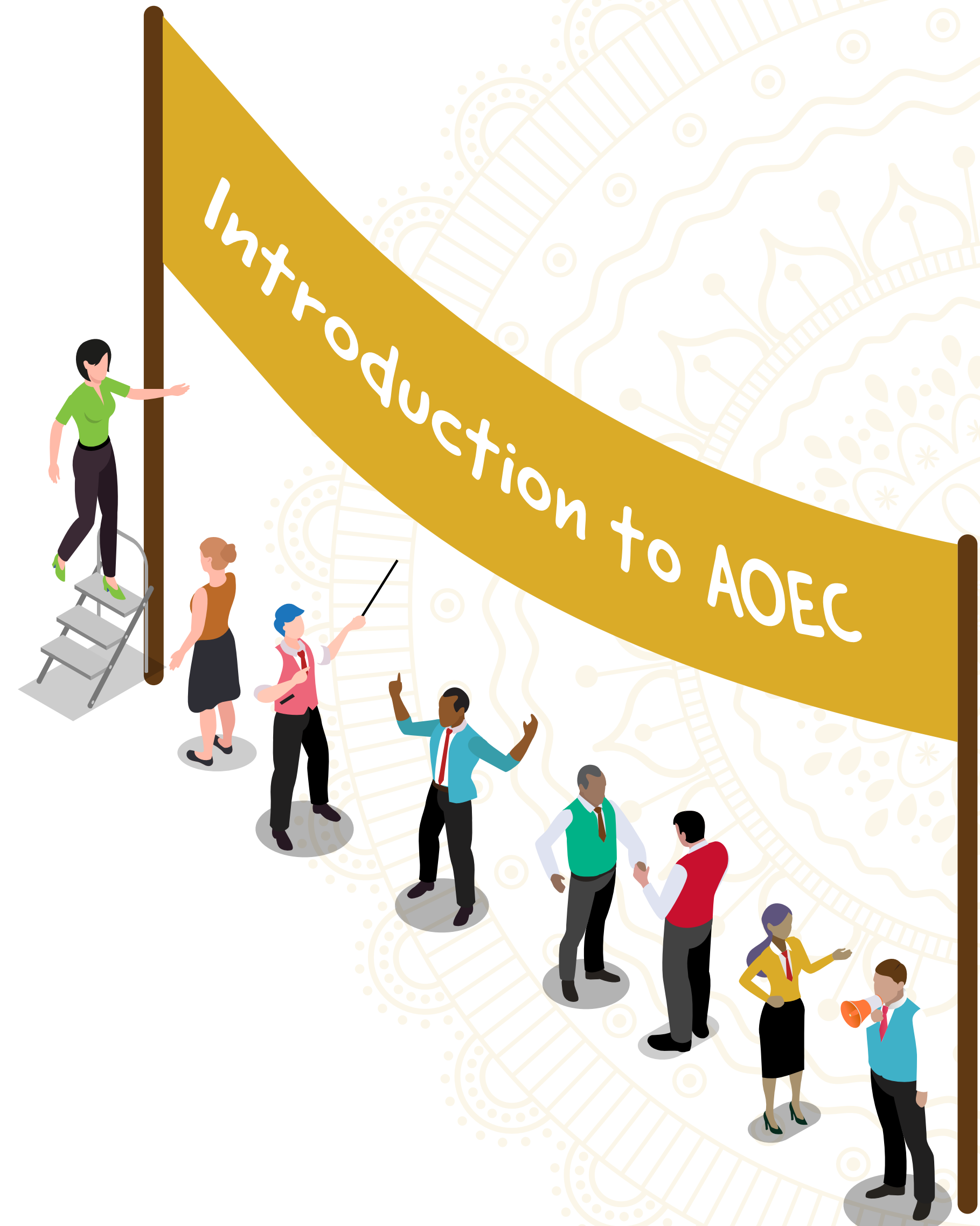
### Co-Chairs:

John Dunne (Australia)  
Man Mohan Mehndiratta (India)

### Members:

Ajay Asranna (India)  
Ed Bertram (USA)  
Derrick Chan (Singapore)  
Sarat Chandra (India)  
Anchor Hung (Hong Kong SAR China)  
Kensuke Kawai (Japan)

Shang-Yeong Kwan (Taiwan)  
Howan Leung (Hong Kong SAR China)  
Kheng Seang Lim (Malaysia)  
Muzharul Mannan (Bangladesh)  
Zarine Mogal (Pakistan)  
Manjari Tripathi (India)



# Welcome from the Scientific and Organising Committee

Dear Friends and Colleagues,

On behalf of the Scientific and Organising Committee, we warmly invite you to New Delhi, India to participate in the 15th Asian & Oceanian Epilepsy Congress (AOEC) to be held from 20 to 23 February 2025.

We are currently finalising the scientific programme which encompasses recent scientific, clinical and social developments in epilepsy with a focus on educational and interactive activities. With many sessions in parallel all delivered by international and regional experts, the congress offers an unrivalled opportunity for targeted learning.

So please block your diary now for the 15th AOEC in New Delhi, a city where ancient and modern blend seamlessly together and there is much to discover here.

We look forward to welcoming you to this eclectic city for the largest epilepsy meeting throughout Asia and Oceania.

With our best regards,

## 15th AOEC Co-Chairs



**John Dunne**  
(Australia)



**Man Mohan Mehndiratta**  
(India)



# Congress Programme Information

	Thursday 20 February	Friday 21 February	Saturday 22 February	Sunday 23 February							
08:00-08:15		<b>ASEPA Didactic Lecture 1</b> 08:00-08:35 First seizure evaluation and management	<b>ASEPA Didactic Lecture 3</b> 08:00-08:35 Why am I still having seizures? (evaluation and management of the patient with continuing seizures)	<b>ASEPA Didactic Lecture 5</b> 08:00-08:35 Getting the best out of diagnostic EEG							
08:15-08:30											
08:30-08:45	<b>ASEPA PreCongress Workshop</b> 08:30-11:30 YES-ASEPA career development	<b>ASEPA PreCongress Workshop</b> 08:30-11:30 Dietary therapies: indications, practical approaches and outcomes	<b>ASEPA PreCongress Workshop</b> 08:30-11:30 Epilepsy: a practical guide to diagnosis and management	<b>Morning Satellite Symposium</b> 08:00-09:15							
08:45-09:00					<b>ASEPA Didactic Lecture 2</b> 08:35-09:10 Improving the quality and availability of epilepsy training and education in our region	<b>ASEPA Didactic Lecture 4</b> 08:35-09:10 Genetic testing in the clinic: a practical guide	<b>ASEPA Didactic Lecture 6</b> 08:35-09:05 Modern imaging for epilepsy: a practical guide				
09:00-09:15											
09:15-09:30											
09:30-09:45											
09:45-10:00		<b>Main Session</b> 09:15-10:30 IGAP in the Asian-Oceanian region: current progress and planning next steps	<b>Main Session</b> 09:15-10:30 Overcoming access to epilepsy care with new technologies: epilepsy care in the digital age	<b>Main Session</b> 09:15-10:30 Epileptic networks and seizure propagation: learning from stereoEEG and new imaging techniques							
10:00-10:15											
10:15-10:30											
10:30-10:45											
10:45-11:00		<b>Tea Break</b> 10:30-11:00	<b>Tea Break</b> 10:30-11:00	<b>Tea Break</b> 10:30-11:00							
11:00-11:15	<b>Satellite Symposium</b> 11:45-13:00	<b>Platform Session</b> 11:00-12:30 Research highlights of young investigators	<b>Parallel Session</b> 11:00-12:30 Stigma in epilepsy, social and self-perceived: regional insights and interventions, relevance to IGAP	<b>Parallel Session</b> 11:00-12:30 Epilepsy prevention strategies	<b>Parallel Session</b> 11:00-12:30 Seizures, ASMs and the developing brain	<b>Platform Session</b> 11:00-12:30	<b>Parallel Session</b> 11:00-12:30 Epileptology in the intensive care unit	<b>Parallel Session</b> 11:00-12:30 Alternative therapies - how effective?: ketogenic diet, VNS, DBS and what to avoid!	<b>Parallel Session</b> 11:00-12:30 Epilepsy and memory	<b>Parallel Session</b> 11:00-12:00 New epilepsy surgery technologies sEEG, robotics, neurostim, laser and RF ablation	<b>Parallel Session</b> 11:00-12:00 Video/case based localisation of focal epilepsy
11:15-11:30											
11:30-11:45											
11:45-12:00											
12:00-12:15											
12:15-12:30											
12:30-12:45											
12:45-13:00		<b>Satellite Symposium</b> 12:45-14:00	<b>Lunch poster viewing</b> 12:30-14:00	<b>Satellite Symposium</b> 12:45-14:00	<b>Lunch poster viewing</b> 12:30-14:00					<b>Tadokoro Awards Presentation and Closing Remarks</b> 12:00-12:45	
13:00-13:15	<b>Chair's Symposium</b> 13:00-14:30 Inflammation, epileptogenesis and epilepsy										
13:15-13:30											
13:30-13:45											
13:45-14:00											
14:00-14:15											
14:15-14:30											
14:30-14:45	<b>Masakazu Seino Lecture</b> 14:30-15:30	<b>Debate</b> 14:00-15:00 Older vs newer ASMs: the differences are exaggerated	<b>Platform Session</b> 14:00-15:00	<b>Platform Session</b> 14:00-15:00	<b>Parallel Session</b> 14:00-15:00 Seizures and epilepsy in the elderly	<b>Debate</b> 14:00-15:00 Cannabis and it's derivatives for epilepsy: the benefits are overrated	<b>Parallel Session</b> 14:00-15:00 Mortality in epilepsy	<b>Parallel Session</b> 14:00-15:00 Yoga and mindfulness in epilepsy	<b>Platform Session</b> 14:00-15:00		
14:45-15:00											
15:00-15:15											
15:15-15:30											
15:30-15:45											
15:45-16:00	<b>Tea Break</b> 15:30-16:00	<b>Parallel Session</b> 15:00-16:15 Basic and translational research synergies in our region	<b>Parallel Session</b> 15:00-16:15 Rational ASM polytherapy	<b>Parallel Session</b> 15:00-16:15 Autoimmune epilepsy: when to suspect and what to do	<b>Platform Session</b> 15:00-16:15	<b>Parallel Session</b> 15:00-16:15 Neuromodulation in epilepsy treatment: the role of the thalamus (new interventional technologies)	<b>Parallel Session</b> 15:00-16:15 Women with epilepsy	<b>Parallel Session</b> 15:00-16:15 Epilepsy and mental health			
16:00-16:15											
16:15-16:30	<b>IES Presidential Oration</b> <b>IEA Presidential Oration</b> <b>IES Named Oration</b> 16:00-17:45										
16:30-16:45											
16:45-17:00											
17:00-17:15											
17:15-17:30											
17:30-17:45											
17:45-18:00											
18:00-18:15											
18:15-18:30	<b>Welcome and Awards Ceremony</b> 18:00-19:00										
18:30-18:45											
18:45-19:00											
19:00-19:15											
19:15-19:30											
19:30-19:45	<b>Welcome Reception</b> 19:00-20:30										
19:45-20:00											
20:00-20:15											
20:15-20:30											



# Congress Information

## Venue

The Leela Ambience Convention Hotel Delhi  
1 CBD, Maharaja Surajmal Marg, Near Yamuna Sports Complex,  
Shahdara, Delhi 110032 , India

[Official venue website](#)

The venue offers 480 hotel rooms and expansive event spaces. As one of the largest convention spaces in Delhi, it can accommodate three thousand delegates.

## Site Inspections

Sponsors may visit the venue at their convenience, with a prior appointment made with the venue. The Congress Secretariat will endeavour to arrange a site inspection of the congress venue with sponsors.



# Congress Information

## Abstract Submission

The congress abstract submission system opened in February 2024. Information will be updated on the congress website as it becomes available.

## Mailing List

If you would like to be included in the congress mailing list to receive updates about the 15th Asian & Oceanian Epilepsy Congress, please submit your details to [aoec@epilepsycongress.org](mailto:aoec@epilepsycongress.org)

## Registration

Online registration will be available on the [congress website](#).  
AOEC Registration from mid 2024.

## Language

The official congress language is English.



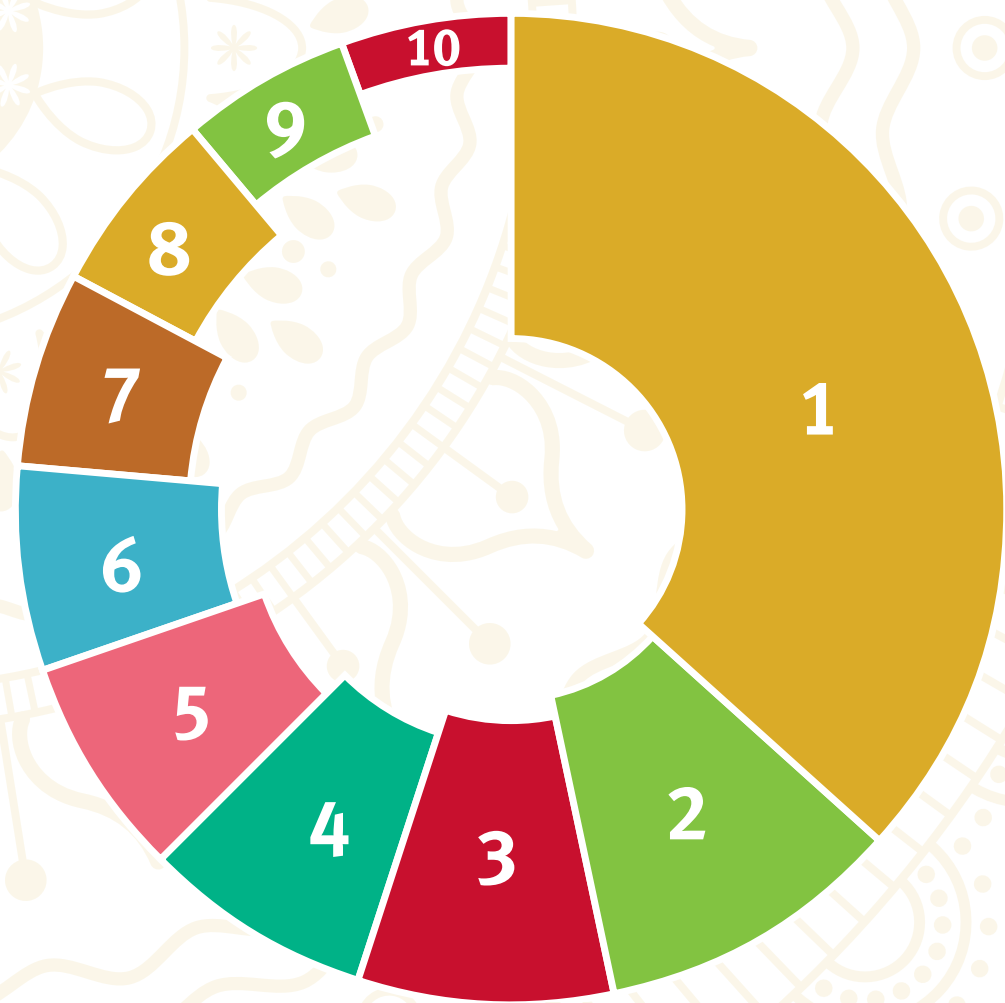
# Attendance at the 15th AOECC

Attendance at the congress is expected to be in the region of 1,800 to 2,200 delegates.

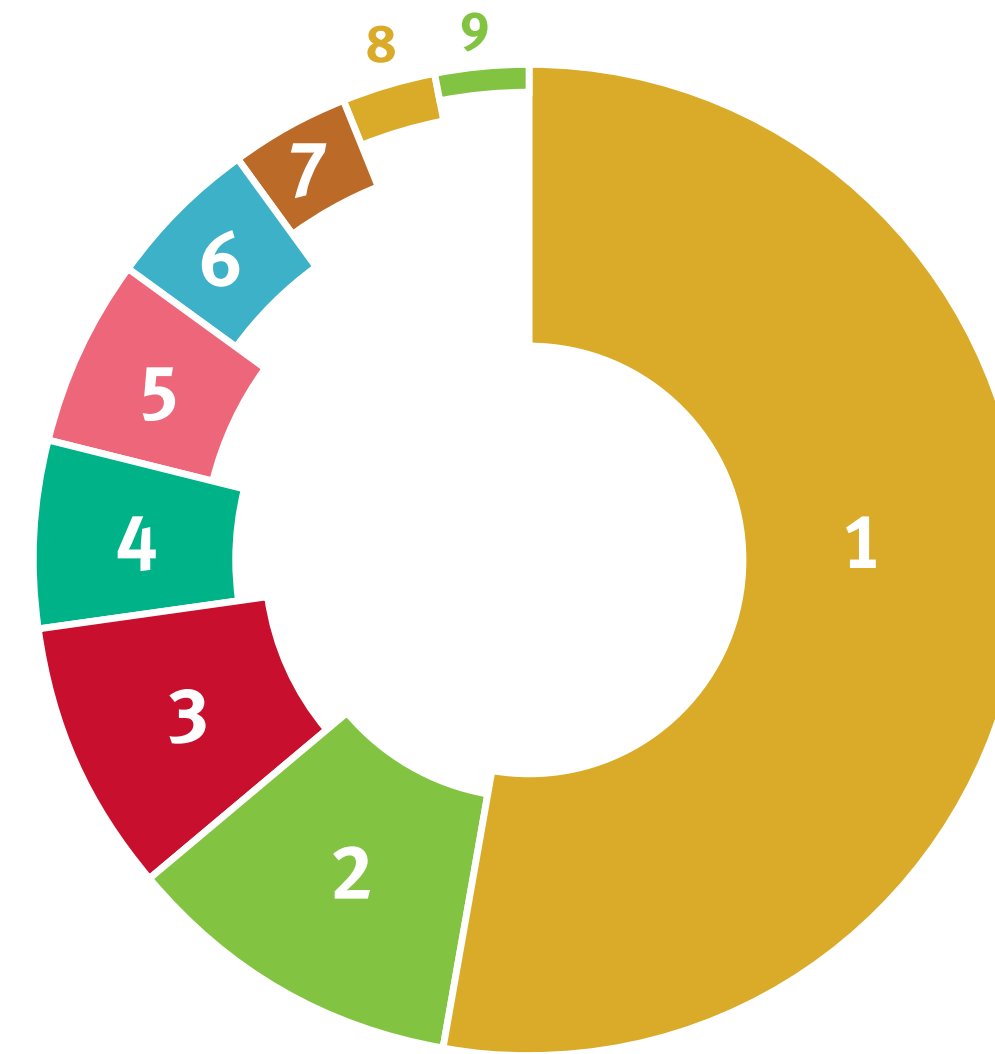
The advantages and features of this special Indian location, combined with the local interest and strong and attractive programme, will doubtless draw a large attendance.

## Attendance at Previous ILAE congresses in Asia & Oceania

Top 10 countries by attendance  
**12th AOECC Bali 2018**



1. Indonesia	348
2. India	97
3. Japan	77
4. China	73
5. Thailand	69
6. Philippines	72
7. Korea	60
8. Australia	58
9. Malaysia	54
10. Singapore	61



Top 9 professions attending  
**12th AOECC Bali 2018**

1. Epileptologist/Neurologist/MD	53%
2. Researchers	11%
3. Neurosurgeons	9%
4. Psychiatrists/Psychologist	6%
5. Care Givers/Social Workers	6%
6. Administrators	5%
7. Nurses	4%
8. Pharmacologists	3%
9. Other	3%

# Industry Support and Sponsorship

The Asian & Oceanian Epilepsy Congress provides an educational environment dedicated to the exchange of scientific research, training and commercial intelligence.

The 15th AOEC is a platform offering exposure to an interested and relevant audience in a unique, educational environment. Sponsors and their representatives will be able to interact with international professionals.

Supporting the 15th AOEC provides companies with the opportunity to:

- present new clinical data and product information to a targeted customer base
- strengthen relationships with global and regional key opinion leaders in epilepsy treatment
- demonstrate a commitment to improving the quality of life for people with epilepsy
- demonstrate support for ILAE and IBE

## Acknowledgement

All sponsorship of the congress will be acknowledged in the app, on the congress website [www.ilae.org/aoec2025](http://www.ilae.org/aoec2025), and on the congress platform.

## Booking Procedure and Allocation of Sponsorship

Enquiries about sponsorship should be made by email to [industry@ilae.org](mailto:industry@ilae.org)

The allocation of sponsorship items and exhibition space will be determined by the level of sponsorship support and the items included in the sponsorship package. After the initial allocation, sponsorship items and exhibition space will be allotted on a first come, first served basis.

Once sponsorship has been confirmed, a sponsorship agreement will be drawn up to be signed by the sponsor and the organiser, accompanied by an invoice for the first deposit. *Please note that all costs are exclusive of GST.*

## Compliance with Regulations

It is each sponsor's responsibility to ensure that it complies with congress rules and regulations, regulations and laws of the host country and the codes of practice of any regulatory body with jurisdiction.

## Information Manual

Manuals for satellite symposia and for exhibition will be issued. These are comprehensive guides and contain rules and regulations, technical information and instructions for ordering services etc.; rules and regulations must be adhered to, and deadlines must be respected

# Sponsorship Packages

<p><b>PLATINUM</b> <b>\$160,000</b></p>	<ul style="list-style-type: none"> <li>✓ Unopposed Lunchtime Satellite Symposium (Friday or Saturday, 12:45-14:00)</li> <li>✓ Exhibition stand – 24sqm</li> <li>✓ Sponsorship of congress lunch on Friday, 21 February</li> <li>✓ 25 delegate registrations</li> <li>✓ Congress lanyards</li> <li>✓ Acknowledgement as a Platinum Sponsor, with logo, on the sponsors’ page of the congress website, with a link to the sponsor’s website (alongside other sponsors)</li> <li>✓ Pocket Programme back cover advert</li> <li>✓ Online congress bag insert</li> <li>✓ Congress App push notification</li> <li>✓ Sponsor may send an advance email, via the Congress Secretariat, to registered participants, notifying of its activities at the congress</li> <li>✓ Sponsor will have the right to use the congress logo, subject to approval</li> </ul>
<p><b>GOLD</b> <b>\$138,000</b></p>	<ul style="list-style-type: none"> <li>✓ Unopposed Satellite Symposium (Friday or Saturday, 12:45-14:00)</li> <li>✓ Exhibition stand – 12sqm</li> <li>✓ Sponsorship of congress lunch on Saturday, 22 February</li> <li>✓ 15 delegate registrations</li> <li>✓ Acknowledgement as a Gold Sponsor, with corporate logo, on the sponsors’ page of the congress website, with a link to the sponsor’s website (alongside other sponsors)</li> <li>✓ Online congress bag sponsor</li> <li>✓ Online congress bag insert</li> <li>✓ Sponsor may send an advance email, via the Congress Secretariat, to registered participants, notifying of its activities at the congress</li> <li>✓ Sponsor will have the right to use the congress logo, subject to approval</li> </ul>
<p><b>SILVER</b> <b>\$99,500</b></p>	<ul style="list-style-type: none"> <li>✓ Satellite Symposium (Thursday, 11:45-13:00)</li> <li>✓ Exhibition stand – 12sqm</li> <li>✓ Sponsorship of a tea break (date to be confirmed)</li> <li>✓ 10 delegate registrations</li> <li>✓ Acknowledgement as a Silver Sponsor, with logo, on the sponsors’ page of the congress website, with a link to the sponsor’s website (along with other sponsors)</li> <li>✓ Pocket Programme advert</li> <li>✓ Sponsor may send an advance email, via the Congress Secretariat, to registered participants, notifying of its activities at the congress</li> <li>✓ Sponsor will have the right to use the congress logo, subject to approval</li> </ul>
<p><b>BRONZE</b> <b>\$65,000</b></p>	<ul style="list-style-type: none"> <li>✓ Satellite Symposium (Friday, Saturday, or Sunday, 08:00-09:15)</li> <li>✓ Exhibition stand – 9sqm</li> <li>✓ Sponsorship of a tea break (date to be confirmed)</li> <li>✓ Wi-Fi sponsor ([SponsorName]@AOEC2025)</li> <li>✓ 5 delegate registrations</li> <li>✓ Acknowledgement as a Bronze Sponsor, with logo, on the sponsors’ page of the congress website, with a link to the sponsor’s website (along with other sponsors)</li> <li>✓ Sponsor may send an advance email, via the Congress Secretariat, to registered participants, notifying of its activities at the congress</li> <li>✓ Sponsor will have the right to use the congress logo, subject to approval</li> </ul>

# Sponsorship Opportunities

## Satellite Symposia

Item	Cost (US\$)	Benefits / Additional Information
<b>Satellite Symposium</b>		<ul style="list-style-type: none"> <li>✓ Use of the hall and on-site facilities, including standard AV equipment and services</li> <li>✓ Email invitation to all registered delegates (sent via the Congress Secretariat)</li> <li>✓ Invitation in the online congress bags</li> <li>✓ Display of advertising posters (designated areas, allocated times)</li> </ul>
Unopposed Lunchtime Satellite Symposium (x2)	120,000	<ul style="list-style-type: none"> <li>✓ Unopposed in congress programme, during lunch break</li> </ul>
<i>Thursday Satellite Symposium</i>	80,000	<ul style="list-style-type: none"> <li>✓ Takes place on Thursday, unopposed by any congress programme session</li> </ul>
<i>Satellite Symposium (x3)</i>	30,000	<ul style="list-style-type: none"> <li>✓ Takes place on Friday, Saturday, and Sunday in the morning in parallel with the ASEPA didactic lectures</li> </ul>
<b>Scientific Exhibit of Posters</b>	10,000	<ul style="list-style-type: none"> <li>✓ In the Exhibition Area or other designated area</li> <li>✓ Open for the duration of the congress poster display</li> <li>✓ 13 poster boards provided or 20sqm space to build</li> </ul>

# Sponsorship Opportunities

## Technology

Item	Cost (US\$)	Benefits / Additional Information
<b>Congress App</b>	20,000	<ul style="list-style-type: none"> <li>✓ Used by over 80 per cent of delegates</li> <li>✓ High-profile – sponsor’s logo, fixed advert bar, sponsor section</li> <li>✓ Includes one push notification per congress day</li> <li>✓ Contains a searchable scientific programme and general congress information</li> <li>✓ Long-term usage</li> <li>✓ Delegates can create an individual itinerary</li> </ul>
Push Notifications and Enhanced Sponsor Page	Available on Request	
<b>Wifi</b>	30,000	<ul style="list-style-type: none"> <li>✓ Provided for all delegates in session rooms and main congress areas</li> <li>✓ Network Name: [Sponsor Name]@AOEC2025</li> <li>✓ Landing page features sponsor name and logo</li> </ul>
<b>Charging Points</b>	Available on Request	



Congress App



Wifi



Charging Points

# Sponsorship Opportunities

## Branded Items

Item	Cost (US\$)	Benefits / Additional Information
Congress Lanyards	8,000	Lanyards are given to all delegates with the congress badge and have to be worn at all times. A Sponsor's logo will appear prominently on the lanyards
Online Congress Bags	8,000	Sponsor's logo on online congress bag and in emails to registered delegates
Online Congress Bag Insert	2,500	PDF, maximum five pages, can feature hyperlinks
Notepads and Pens	3,000 + production and delivery	Sponsor's logo on notepads and pens, that will be available at the back of the session rooms
Social Media Photo Centre	5,000	Sponsor's logo on the Selfie Wall



Notepads  
and Pens



Congress  
Lanyards



Online  
Congress Bag

# Sponsorship Opportunities

## Branded Items

Item	Cost (US\$)	Benefits / Additional Information
<b>Unrestricted Educational Sponsorship</b>	Available on Request	Grants of any amount, whether for the overall programme or for individual sessions, are appreciated and important to the success of the event. Support will be acknowledged in the app, on the congress website and on signage at the congress
<b>Unrestricted Educational Grant in Support of Existing Session</b>	Available on Request	An educational grant in support of an existing congress session in consultation with the congress committee. Support will be acknowledged in the app, on the congress website and on signage at the congress
<b>Meeting Room</b>	10,000	Reserved for sponsors' exclusive use for duration of congress
<b>Official Hotel Room Drop</b>	5,000	Exclusive overnight door drop in the Official Hotel
<b>Advertising – Printed Pocket Programme</b>		Distributed to all participants and contains full details of the scientific programme and general congress information
Back Cover	9,000	
Inside Section	5,000	



Meeting Room



Official Hotel Room Drop



Advertising – Printed Pocket Programme



# Sponsorship Levels

All industry partners will be credited at the following levels:

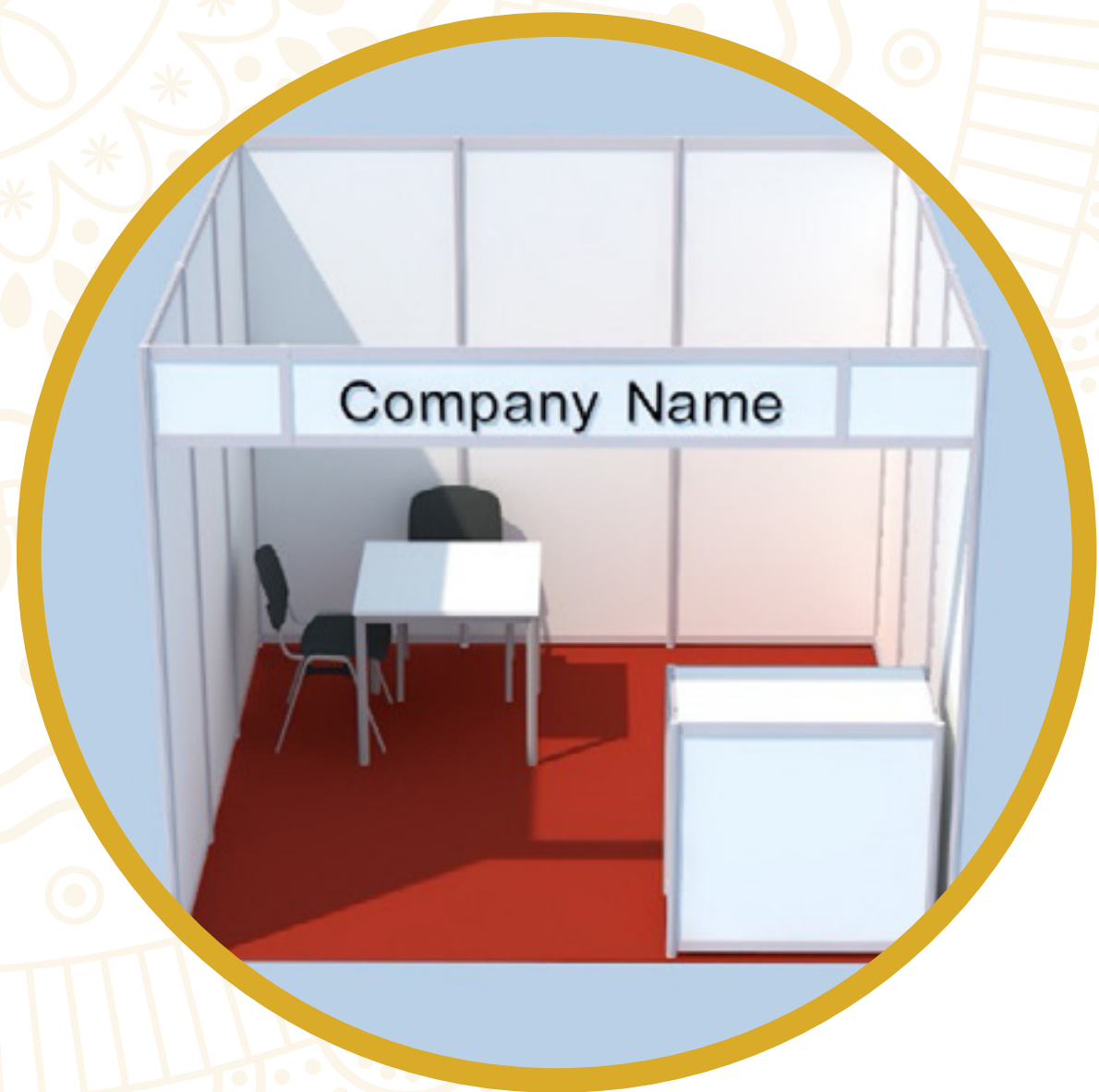


# Exhibition

The Exhibition Area is the central meeting space for the congress. Exhibiting at the 15th AOEC is an ideal opportunity for the presentation of a company and its' products.

The exhibition will take place in Ruby/Jade centrally located with catering and is also close to the registration, posters and session rooms.

9sqm Exhibition (Space Only)	US\$ 4,000
9sqm Exhibition (Shell Scheme)	US\$ 5,000
9sqm Publisher/Bookseller Exhibition (incl. Shell Scheme)	US\$ 3,000



**Shell scheme includes:**

- Walls
- Fascia panel with company name
- Carpet
- Furniture (table, chairs)
- Electrical connection and supply
- Spotlights

*\*Picture for illustration purposes only.*



# Exhibition

## Booking Procedure and Allocation of Exhibition Space

Exhibition space can be booked through the Exhibition Booking Form in the industry section of the official website. Exhibition spaces will be allotted on a first come, first served basis and will not be considered as confirmed until the booking form and first deposit have been received by the Congress Secretariat.

## Acknowledgement

All exhibitors will be acknowledged in the printed programme.

## Exhibitor Registrations

Each exhibitor will be entitled to two exhibitor registrations free-of-charge. Additional badges may be purchased, up to a maximum number. Full details will be included in the exhibition manual.

## Compliance with Regulations

Please note that it is each exhibiting company's responsibility to ensure that it complies with congress rules and regulations, regulations and laws of the host country and the codes of practice of any regulatory body with jurisdiction.

## Exhibition Manual

A technical manual for the exhibition will be issued prior to the congress. This is a comprehensive guide and contains rules and regulations, technical information and instructions for ordering services, etc. rules and regulations must be adhered to and deadlines must be respected.

## Set Up and Dismantling Dates (tentative)\*

Set up will take place on:  
Thursday, 20 February 2025

Dismantling will take place on:  
Sunday, 23 February (13:00-19:00)  
*Removal of decorations and equipment may begin from 11:00 provided no sound disturbance is caused to sessions.*

## Exhibition Opening Hours (tentative)\*

The exhibition will be open at the following times:

Friday, 21 February	09:00-17.00
Saturday, 22 February	09.00-17.00
Sunday, 23 February	09.00-13:00

*\*Please note that all dates/times are subject to change. Final confirmed dates/times will be published in the Exhibition Manual.*

# Confirmation of Payment Terms

Once sponsorship is confirmed, an invoice for the deposit of 50% will be issued and a sponsorship agreement will be sent to the sponsor for signature. For exhibition-only bookings, the exhibition booking form constitutes the agreement, no additional agreement will be required.

The full terms and conditions of sponsorship will be outlined in the sponsorship agreement or linked to in the exhibition booking form. If a copy of the general terms and conditions is required in advance, please contact the Congress Secretariat.

Please note that until the deposit and signed sponsorship agreement have been received by the Congress Secretariat, items will be considered as provisionally reserved only.

Orders of US\$5,000 or less must be paid in full immediately.

Payments for orders over US\$5,000 shall be made per the following schedule:

- 50% of total sponsorship with signed agreement or exhibition booking
- 50% before 8 November 2024

The total cost of any sponsorship or exhibition booked on or after 11 October 2024 must be paid in full immediately to secure the items.

If full payment has not been received before 8 November 2024, the Congress Organiser will cancel the reservation and the cancellation will be subject to the cancellation policy.

# Cancellation Policy

Notification of cancellation of all or part of sponsorship reservation must be sent to the Congress Organiser in writing.

Refunds will be made based on the following schedule:

On or before 12 September 2024:	70% of the deposit will be refunded
From 13 September to 7 November 2024:	30% of the deposit will be refunded
On or after 8 November 2024:	No refund will be made

# Exhibition Rules and Regulations

(Guidelines for Industry Participation in all ILAE/IBE Congresses will also apply)

## Compliance with Rules and Regulations

The complete rules and regulations will be published in the exhibition manual. The rules and regulations must be fully observed by exhibitors, their contractors and their personnel. The organiser reserves the right to demand changes to, or closure of, any stand that does not conform to these rules and regulations. If an exhibitor fails to comply with these rules and regulations, the organiser reserves the right to reclaim its exhibition space and resell it, and all moneys paid by the exhibitor shall be forfeited.

In the case where there is a breach of the regulations on building and decoration of stands and/or a breach of technical nature, the organiser and/or the venue is/are entitled to carry out the necessary procedures to regularise it, which may involve closing the stand. The costs resulting from this corrective action will be charged to the exhibitor.

The specified build up and dismantling dates and times must be adhered to.

Once an exhibiting company has reserved exhibition space, modular booth and/or stand services, it agrees to abide by the payment conditions and cancellation policy.

## Payment Conditions

Any request for payment will be accompanied by an invoice from the Congress Secretariat. The exhibiting company will pay all invoices issued in accordance with the schedule, within thirty days of the date of the Congress Secretariat's invoice (or in line with payment terms listed on invoice). Should the exhibiting company request services close to the time of the meeting, full payment (or proof of full payment) must be received before such services will be provided.

Apart from any extra costs to be borne by the exhibiting company (see above), the payment schedule will be as follows:

Orders up to a total of US\$5,000 must be paid in full immediately.

Payments for orders over US\$5,000 shall be made per the following schedule:

- 50% of total sponsorship with signed sponsorship agreement or exhibition agreement
- 50% before 8 November 2024

Any exhibition reservation will not be considered as confirmed until the first deposit of 50% of the total cost has been received by the Congress Secretariat.

If an exhibiting company reserves exhibition space on or after 11 October 2024, the total cost must be paid in full immediately to secure the space. If full payment for exhibition space and/or booth has not been received before 8 November 2024, the exhibiting company will not be permitted to set up its stand and equipment.

## Cancellation Policy

Should an exhibiting company wish to cancel any of its participation (exhibition space, modular booth, etc.), written notification must be sent to the Congress Secretariat.

Refunds will be made based on the following schedule:

### Period

On or before 12 September 2024:

From 13 September to 7 November 2024:

On or after 8 November 2024:

### Refund

70% of deposit

30% of deposit

No refunds

# Exhibition Rules and Regulations

(Guidelines for Industry Participation in all ILAE/IBE Congresses will also apply)

## Liability for Damages

Any damages occurring that are the fault of an exhibitor will be charged to that exhibitor.

Exhibitors (or their representatives) are liable for any damage or harm caused by their structures, equipment, articles to be exhibited or activities on their stand.

## Force Majeure

The organiser reserves the right to modify dates, time schedules, floor plans and programmes in case of necessity. In case of forcible cancellation of the congress, the moneys paid by exhibitors shall be reimbursed, less proportional deduction of expenses incurred. Under no circumstances shall exhibitors be indemnified.

## Exhibition Stands

In the case where there is a breach of the regulations on building and decoration of stands and/or a breach of technical nature, the organiser and/or the congress venue is/are entitled to carry out the necessary procedures to regularise it, which may involve closing the stand. The costs resulting from this corrective action will be charged to the exhibitor.

The specified set up and dismantling dates and times must be adhered to.

## Insurance

Each exhibitor is responsible for its own products, displays and stand, and should take out insurance for the duration of the congress, transport and storage. The organiser and the congress venue shall not accept responsibility for loss of, or damage to, the exhibit or property of an exhibitor or any other person, brought about by fire, theft or any other cause whatsoever.

## Maximum Build Height

Please contact the 15th AOEC Exhibition Manager on [industry@ilae.org](mailto:industry@ilae.org) about the maximum build height for free-build exhibition stands.

## Suspended Structures

No elements of the stand may be suspended above the stand.

## Shell Scheme Exhibition Booths

Each shell scheme exhibition booth includes:

- Walls
- Fascia panel with company name
- Carpet
- Furniture (table, chairs)
- Electrical connection and supply
- Spotlights

## App

No exhibiting company is permitted to advertise the use of any type of app, other than the official congress app, in connection with their participation at the 15th AOEC.

## Stand and Marketing Activities

Marketing of any product and/or service in any part of the exhibition area or meeting rooms by non-exhibiting companies is not permitted. Personnel of exhibiting companies must confine their activities to the exhibition stand. Distribution of literature, promotional activities, etc. will not be permitted in the aisles or outside the exhibition area.



# Contacts

**Sponsorship team**  
industry@ilae.org

**Registration team**  
registration@ilae.org  
+353 1205 6720

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