GOLDSCHMIDT
YOKOHAMA 2016

GOLDSCHMIDT 2016
EXHIBITION AND SPONSORSHIP
PROSPECTUS

26th June – 1st July 2016
Yokohama, Japan
goldschmidt.info/2016
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Your Contact:

Exhibition and Sponsorship Coordinator

Convention Linkage, Inc.

Email: gold2016@c-linkage.co.jp

Tel: +81 (0)3-3263-8695
INVITATION

On behalf of the Organising Committee of the 26th V.M. Goldschmidt Conference\textsuperscript{TM}, Goldschmidt2016, we would like to invite your organization to take an active part in this event as exhibitors and sponsors.

The Conference will take place from 26th June to 1st July 2016 in Yokohama, one of the major international cities in Japan and close to capital Tokyo. The meeting will be held in the PACIFICO Yokohama, situated in the oceanfront in Yokohama. This state-of-the art Convention facility is equipped to support major international events such as the Goldschmidt Conference. It will host all of the scientific oral sessions, as well as the poster sessions and commercial exhibitions. Poster sessions and refreshment services maximize footfall through the exhibition area, which is a popular place for delegates to relax and network.

We confidently expect over 2,500 delegates to attend the Goldschmidt Conference2016, given the exciting destination. In addition to large numbers of North American and European geochemists, many Asian and Oceanian scientists regularly take part in the Goldschmidt meetings. Goldschmidt2016 provides a fantastic networking opportunity for sponsors and exhibitors, with access to the leading geochemists, key academic purchasers, and graduate and undergraduate students in both a professional and vibrant social setting.

Various levels of involvement are outlined in this prospectus. If there are other ways in which you would like to participate, we would be very happy to discuss these with you.

We sincerely hope you will be able to join us in Yokohama in 2016.

Hodaka Kawahata
President, Geochemical Society of Japan

Harue Masuda
Chair, Local Organising Committee, Goldschmidt2016
The Goldschmidt Tradition

The Goldschmidt Conferences™ were started 26 years ago by the international Geochemical Society (GS) to provide a forum for its members to discuss their latest research. The conference is named in honor of Victor M. Goldschmidt (1888 - 1947), one of the founders of modern geochemistry. Each year, the conference brings together thousands of scientists from throughout the world to talk about subjects including the origin of the Earth and planets, the chemical processes that have shaped Earth's evolution over time, the interconnections between life and the physical world, the search for new resources, and the environmental challenges facing today's world. These scientists also study the fundamental questions of how the planets were formed, why elements and chemicals are distributed in the Earth as they are, in volcanoes, in sediments, in minerals, in the atmosphere and in the oceans. Our community is leading the way in studies to understand how climate has changed in the past, in how soil is generated from rock to support the potential for food production, the limits to the provision of clean drinking water, the development of techniques to find new deposits of strategic minerals, the environmentally sustainable disposal of nuclear, mine and other wastes, and many other topics crucial to the wellbeing of the whole human society over the next century. It is these subjects, among many others, that excite us and persuade us to invest our time and resources in the Goldschmidt Conferences. We hope that you and we will be able to work together to find ways to provide significant benefits to your organisation and also to those whose work focusses on these issues.

In its longstanding involvement with the Goldschmidt Conference, the GS was joined early on by the European Association of Geochemistry (EAG), and since then the conference has also benefitted from the involvement of other societies, notably the Geochemical Society of Japan, the European Mineralogical Union and the Mineralogical Association of America. Over the years, the Goldschmidt conference has travelled widely throughout the world, across North America, Japan, Europe and Australia. The conference benefits from the involvement of all of its associated societies from all over the world. However the real key to the continuing success of the Goldschmidt conference is the energy and enthusiasm of the scientists responsible for its organization. Each year the conference benefits from the input both from the continuing team who are responsible for oversight of the conferences and to the local flavour that a committee of scientists from the host country provide. This year that team is taken from Universities from all over Japan.
The benefits of Sponsorship to our Commercial Partners

Our conference has always valued the extensive involvement of our commercial partners. Over the years many major companies have found that becoming a sponsor or exhibiting at the conference is both an efficient and an effective way of making contacts with the geochemical and mineralogical communities, making them aware of their products and converting these contacts into sales. They have also found a significant advantage in raising their profile with our community in being more able to recruit the brightest and best of our young scientists (either post graduate or post-doctoral) to join their organisations and bring their talents and experience with them. The benefit to the conference is also clear. The delegates benefit by being able to make contact with their main potential suppliers and by having the opportunity to discuss in depth the products and services that a range of competing suppliers can provide all in the same week and at the same location and to make their decision for future sales there and then. Further, the conference has been able to use some of the monies raised to fund programs which matter to our community, including the mentoring and financial support to young scientists and more informal events that bring people together to discuss science and make contacts with other scientists and sponsors. We are really grateful for this, and hope that you will find items in this prospectus that will excite you, and which will both match your aims as a company, and help us deliver further benefit to our delegates in this most important subject area.

We are looking forward eagerly to coming to Yokohama for one of the most exciting Goldschmidt conferences ever, and hope we may meet you there.

Barbara Sherwood Lollar
President, Geochemical Society

Harue Masuda
Chair, Local Organising Committee, Goldschmidt2016
WHY GOLDSCHMIDT??

Goldschmidt Conference is the premier international academic conference on Geochemistry. It is global, is held annually around the world, and the 26th Conference will be in Yokohama, Japan. This is the second Goldschmidt conference to be held in Japan, after the one held in Kurashiki, Okayama in 2003.

With the theme “Unique, Ubiquitous, Universe,” the 26th Goldschmidt Conference in Yokohama aims to organize scientific sessions on wider aspects of Geochemistry than has been usual for Goldschmidt.

Goldschmidt provides you with a unique opportunity to reach out to the geochemical community and to receive high quality exposure to leading and upcoming geochemists from around the world.

- Enhance your profile as a leader in the geochemical sciences
- Develop mutually beneficial working partnerships and expand your contacts, across disciplines and geographical boundaries
- Build relevance in your field by demonstrating your involvement
- Increase brand loyalty and your market share in your sector
- Gain exposure to the international geochemistry community, with more than 3000 delegates from six continents and over 50 countries around the world
- Share and publicize innovative ideas and research tracks, new methods and concepts relating to the study of geochemistry with an interested and qualified audience
- Benefit from an exceptional visibility in formal and informal settings
- Promote your role as a good corporate citizen
- Learn about your customers to help leverage your profile
- Demo your new products in an interactive selling environment
- Meet current and prospective customers
- Recruit top students
MEET OUR DELEGATES

The Conference brings together geochemists and scientists from related fields from all over the world to discuss the latest developments, to network, to establish new research initiatives and to learn about new products and services.

Projected Attendance:
• 2016 — Yokohama, Japan – over 2,500 delegates

Attendance at previous Goldschmidt Conferences:
• 2015 — Prague, Czech Republic – anticipating over 4,000 delegates
• 2014 — Sacramento, California, USA – 2,300 delegates
• 2013 — Florence, Italy — 4,000 delegates
• 2012 — Montréal, Canada – 2,800 delegates
• 2011 — Prague, Czech Republic – 3,300 delegates
• 2010 — Knoxville, Tennessee, USA – 2,100 delegates
• 2009 — Davos, Switzerland – 2,800 delegates
• 2008 — Vancouver, Canada – 2,100 delegates
• 2007 — Cologne, Germany – 2,250 delegates

Delegate Communities:
• Geologists
• Geochemists
• Mineralogists
• Cosmochemists
• Hydrogeologists
• Geochronologists
• Biogeochemists
• Environmental scientists
• Atmospheric chemists
• Oceanographers
• Microbiologists
MARKETING AND PR

Not only will Goldschmidt2016 be publicized at Goldschmidt2015, but we currently plan to promote the conference at the 2015 European Geosciences Union meeting by European Association of Geochemistry, the 2015 Geological society of America Meeting by Geochemical Society (GS), and the 2015 Fall American Geophysical Union Meeting by GS and the Japan Geoscience Union Meeting 2015 by Geochemical Society of Japan.

The Conference benefits from promotion in the Geochemical Society’s weekly e-newsletter Geochemical News, in the European Association’s monthly e-newsletter, and in the bi-monthly magazine Elements. In addition, it is publicized through frequent circulars, direct to their e-mail inboxes, to 15 thousand past delegates.

Goldschmidt2016 will have an active media relations program engaging important local and international news media services including BBC news and top Japanese mass media, with the research presented at the conference.
IMPORTANT DATES

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
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<tbody>
<tr>
<td>Online abstract submissions open</td>
<td>5 December 2015</td>
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<tr>
<td>Online registrations open</td>
<td>5 December 2015</td>
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<tr>
<td>Booth allocations open</td>
<td>3 March 2016</td>
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<tr>
<td>Exhibition decoration catalog published</td>
<td>10 February 2016</td>
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<tr>
<td>Abstract deadline</td>
<td>26 February 2016</td>
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<tr>
<td>Deadline to book advertising for Program Volume</td>
<td>28 March 2016</td>
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<td>Deadline to submit artwork for Program Volume Advertising</td>
<td>28 March 2016</td>
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<tr>
<td>Deadline to book exhibition space</td>
<td>31 March 2016</td>
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<td>Deadline for final payments</td>
<td>31 March 2016</td>
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<tr>
<td>Exhibition cancellation deadline</td>
<td>1 April 2016</td>
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<tr>
<td>Early registration deadline</td>
<td>26 April 2016</td>
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<tr>
<td>Online registration closes</td>
<td>26 May 2016</td>
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<tr>
<td>Exhibition move in</td>
<td>25 – 26 June 2016</td>
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<tr>
<td>Exhibition</td>
<td>26 June – 1 July 2016</td>
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<tr>
<td>Exhibition move out</td>
<td>1 July 2016</td>
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</tbody>
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THE ORGANISING COMMITTEE

Local Organising Committee:

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Affiliation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Harue Masuda</td>
<td>Osaka City University</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Hiroyuki Kagi</td>
<td>The University of Tokyo</td>
</tr>
<tr>
<td>Senior advisor</td>
<td>Naohiro Yoshida</td>
<td>Tokyo Institute of Technology</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Hisayoshi Yurimoto</td>
<td>Hokkaido University</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Katsuhiko Suzuki</td>
<td>JAMSTEC</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Yuji Sano</td>
<td>The University of Tokyo</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Yoshio Takahashi</td>
<td>The University of Tokyo</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Hodaka Kawahata</td>
<td>The University of Tokyo</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Takefumi Hirata</td>
<td>Kyoto University</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Naomi Harada</td>
<td>JAMSTEC</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Gen Shimoda</td>
<td>AIST</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Yukihiro Nojiri</td>
<td>National Institute of Environment</td>
</tr>
<tr>
<td>Vice chair</td>
<td>Koshi Yamamoto</td>
<td>Nagoya University</td>
</tr>
<tr>
<td>Accountant</td>
<td>Masayo Minami</td>
<td>Nagoya University</td>
</tr>
<tr>
<td>Accountant</td>
<td>Hajime Obata</td>
<td>The University of Tokyo</td>
</tr>
<tr>
<td>Audit</td>
<td>Hiroshi Shimizu</td>
<td>Rissho University</td>
</tr>
<tr>
<td>Audit</td>
<td>Shigekō Togashi</td>
<td>AIST</td>
</tr>
</tbody>
</table>
Liaison Committee:
Derek Vance  Eldgenössische Technische Hochschule Zürich (ETH Zürich), Switzerland
Shuhei Ono  Massachusetts Institute of Technology, USA

Geochemical Society
President: Barbara Sherwood Lollar  University of Toronto, Canada
Vice president: Laurie Reisberg  Centre de Recherches Pétrographiques et Géochimiques, France
Past president: Richard Carlson  Carnegie Institution of Washington, USA

International Science Program Committee:
Hiroyoshi Yurimoto, Chair, Hokkaido University, Japan
Daniela Rubatto, Australian National University, Australia
Roberta L. Rudnick, University of Maryland, USA
Katz Suzuki, JAMSTEC, Japan
Derek Vance, ETH Zürich, Switzerland
Mexin Zhao, Ocean University of China, China
SPONSORSHIP

Sponsorship is one of the best ways to enhance your reputation as a leader in the geochemical sciences. We view our sponsors as critical partners in the success of the meeting. You gain a unique opportunity to reach out to the geochemical community and to have direct and high quality exposure to leading and upcoming geochemists from around the world. If you’re interested in sponsoring any part of the conference not mentioned in this prospectus, then please contact the Sponsorship Coordinator at gold2016@c-linkage.co.jp

DIAMOND Sponsorship

¥2,700,000

Exclusive

As Diamond Sponsor of the 26th V.M. Goldschmidt Conference™ your company will be recognised as the premiere commercial sponsor of the Conference.

Our competitive package of benefits will provide you with the foremost recognition during the Conference and beyond.

If you are interested in this top level of sponsorship please contact the Sponsorship Coordinator at gold2016@c-linkage.co.jp to discuss your needs. We look forward to working alongside you to provide opportunities to promote your company.

Benefits:

- Premier commercial sponsor
- Recognition in publications and on the website - your logo in the Program Volume and on the website with a link to your company’s website
- Complementary conference registration for 6 staff
- Double Exhibition booth space with first choice on booth location
- Two full-pages color advertisement on the back cover of the Program Volume*
- Advertisement in e-newsletters before and after the conference
- Signage on display in the Registration area*
- Welcome address acknowledgement

*The sponsor must provide all signage, artwork and inserts. The Conference reserves the right to final approval.
Platinum Sponsorship

¥1,600,000

2 available

As one of two Platinum Sponsors of the 26th V.M. Goldschmidt Conference™ your company will be recognized as a major commercial sponsor of the Conference.

Our competitive package of benefits will provide you with foremost recognition during the Conference and beyond. Platinum Sponsorship would particularly complement and add value to an Exhibition booth.

If you are interested in this top level of sponsorship please contact the Sponsorship Coordinator at gold2016@c-linkage.co.jp to discuss your needs. We look forward to working alongside you to provide opportunities to promote your company.

Benefits:

• Major commercial sponsor
• Recognition in publications and on the website - your logo in the Program Volume and on the website with a link to your company’s website
• Complimentary conference registration for 4 staff
• An Exhibition booth with first-come-first-served basis.
• Full page color advertisement in the Program Volume*
• Advertisement in e-newsletters before and after the conference
• Signage on display in the Registration area*
• Welcome address acknowledgement

*The sponsor must provide all signage, artwork and inserts. The Conference reserves the right to final approval.

Gold Sponsorship

¥1,000,000

3 available

As Gold Sponsor of the 26th V.M. Goldschmidt Conference™ your company will enjoy a significantly enhanced level of exposure that will add longevity to your investment.

Either on its own, or combined with other sponsorship opportunities, the Gold Sponsorship offers flexibility and exceptionally good value. Gold Sponsorship would particularly
complement and add value to an Exhibition booth.

If you are interested in this level of sponsorship please contact the Sponsorship Coordinator at gold2016@c-linkage.co.jp to discuss your needs. We look forward to working with you to provide optimal opportunities to promote your company.

**Benefits:**

- Major commercial sponsor
- Recognition in publications and on the website - your logo in the Program Volume and on the website with a hyperlink to your company’s website
- Complimentary conference registration for 3 staff
- An exhibition booth with priority for the choice of location
- Half page of color advertisement with the most suitable placement in the Program Volume*
- Advertisement at the top in e-newsletters before and after the conference
- Welcome address acknowledgement

*The sponsor must provide all signage, artwork and inserts. The Conference reserves the right to final approval.
EXHIBITION

We highly recommend Exhibition space as one of the best ways to promote your products, services or publications at the Conference. The exhibition is the heart of the conference, where delegates come to network and socialize after and between sessions.

Limited space is available, so we urge you to contact the Exhibition Coordinator at gold2016@c-linkage.co.jp as soon as possible in order to reserve your preferred location.

Standard Booth

¥350,000

Each booth space is 4m x 3m and comes equipped with:

- one table
- two chairs
- power supply
- Complementary exhibition registration for 2 staff
- a company I.D. sign

The Exhibition Booth comes with many benefits including:

- Your company name and logo listed in the Program Volume with the Exhibition plan
- Your company name and logo listed on the Website with a link to your homepage
- Comprehensive Exhibition Manual
- Option to purchase lunches for all Exhibition staff
- Option to purchase event tickets for all Exhibition staff

Full Exhibition registrations are included with each booth, providing:

- 2 Name badges
- Attendance at the Opening Reception/Ice Breaker
- Delegate package and all conference materials per booth
- Daily refreshments (not lunches)
Society Booth*

¥70,000

Each booth space is 3m x 2m and comes equipped with:

- one table
- two chairs
- power supply
- Complementary exhibition registration for 1 staff
- a society I.D. sign

The Exhibition Booth comes with many benefits including:

- Your society/organization name and logo listed in the Program Volume with the Exhibition plan
- Your society/organization name and logo listed on the Website with a link to your homepage
- Comprehensive Exhibition Manual
- Option to purchase lunches for all Exhibition staff
- Option to purchase event tickets for all Exhibition staff

Full Exhibition registrations are included with each booth, providing:

- Name badge
- Attendance at the Opening Reception/Ice Breaker
- Daily refreshments (not lunches)

*For non-profit organizations
**Additional Exhibition Staff**

If you would like to bring more staff members than the number described in each sponsorship above, then the extra staff can register as ‘Additional Exhibition Staff’. Instructions on how to book ‘Exhibition Staff with Booth’ and ‘Additional Exhibition Staff’ are included in the ‘Make a Booking’ section.

**Booth Upgrades, Shipping and Extra Items**

Decoration and Shipping company’s information will be available in the Exhibition Manual provided to the exhibitors after their registrations.

**Booth Allocation**

Booth location will be assigned after online booking and full payment have been completed. The floor plan and booth numbers will be available from 25th April 2016.

Diamond and Platinum Sponsors will have first to fourth choice, followed by the Gold and Silver Sponsors. Other exhibitors will have choice in order of the date on which they finalised their booth payment.

**Exhibition Direct Sales**

Each exhibitor is responsible for complying with exhibition hall and tax regulations. All exhibitors conducting sales transactions must obtain a sales license/tax permit.
ADVERTISEMENTS

Advertising in the Program Volume

A) Full Page (Colour)  ¥160,000
B) Half Page (Colour)  ¥100,000

Every delegate receives a copy of the Program Volume upon registration. Delegates refer to the Program Volume throughout the Conference to find important information. The Program Volume is taken back to labs and offices around the world to be used for reference in the following months.

A page of color advertising in the Program Volume is highly recommended as a particularly economical way to secure the attention of your target group and share your details.

The Program Volume has extremely high reproduction quality. We would welcome the opportunity to discuss the placement most suitable for you.

Advertising in e-newsletter

¥150,000
per Advert per e-newsletter

Advertisement in e-newsletters sent to registered participants before and after the conference. For more information, please contact the Sponsorship Coordinator at gold2016@c-linkage.co.jp

E-newsletters go directly into the email inbox of every delegate. These are two opportunities for targeted email advertising.

- Pre-Conference e-newsletter - a week before the Conference giving delegates a preview
- Post-Conference e-newsletter - after the Conference reminding them of your details

Direct marketing through advertising in the e-newsletter is a particularly focused way to remind delegates of your presence at the Exhibition, to invite them to special events you may be organising, or to complement your sponsorship of the Conference. Because of data protection laws, list of delegates are not available for distribution. Advertising through e-newsletters therefore remains the only way of reaching targeted Goldschmidt delegates.
Congress Satchels

¥3,000,000

Every delegate receives one Congress Satchel at the registration. The congress satchels carry the company logo and name. Delegates will carry the congress satchel all the time during the conference.

This is one of the most visible and cost-effective items used at the conference.

Stationaries

¥150,000

A set of notepad and pen carries your company logo and name along with the conference logo.

Each congress satchel contains a set of stationaries and delegates will use the notepad or pen to take notes during the sessions.

Badge Lanyard

¥1,000,000

Exclusive

Every delegate wears a registration badge on a lanyard for the duration of the Conference in order to gain access to the scientific sessions and social events.

They are given out as part of the delegate packs. The lanyard is a highly visible item throughout the Conference and presents a truly outstanding opportunity to bring your company to the attention of each and every delegate. Please note that no other exhibitors or sponsors are permitted to distribute lanyards to conference delegates.

Benefits:

- Company name or logo printed on the lanyard
- Commercial sponsorship recognition
- Recognition in publications and on the website - your logo in the Program Volume and on the website, with a hyperlink to your company’s website
Helper Uniform

Contributions from ¥200,000

Option for exclusive sponsorship for ¥ 700,000

Every student helper wears a Goldschmidt2016 happi jacket, a traditional Japanese livery coat (http://en.wikipedia.org/wiki/Happi), as they go about their important duties e.g. helping delegates at registration, in the lecture rooms and around the PACIFICO Yokohama. Our student helpers are highly visible all week.

Sponsoring the helper happi jackets is an outstanding opportunity to demonstrate your support of the future of the industry. All funds received for the program will go directly towards the Student Sponsorship Program. This covers the travel, accommodation and registration fees of the very best student applicants from around the world.

Your company logo will be printed on the happi jackets to recognize and reward your investment. There will be at least 100 helpers, who will retain their happi jackets. As a sponsor you can request additional happi jackets made for your retention at cost price.

Exclusivity can be purchased for ¥700,000.

Benefits for ¥200,000 or more:

- Your Company name or logo printed on the 100 helper happi jackets, to be seen all around the convention center
- Commercial sponsorship recognition
- Recognition in publications and on the website - your logo in the Program Volume and on the website with a hyperlink to your company’s website
SOCIAL EVENTS

Ice Breaker Welcome Reception

¥700,000

Exclusive

Recognized as a sponsor of the Welcome Reception, your company logo is prominently displayed on the printed materials, signage on the board, branding throughout the function.

Delegates gather at the Welcome Reception to meet their colleagues and network, and this is a desirable opportunity to show the involvement of your company in the event.

Refreshment Breaks

¥100,000

Refreshment breaks are scheduled between sessions situated in the Exhibition area. Delegates meet each other at the breaks, to refresh, discuss and communicate with each other.

The company logo and name will appear in the programme book.

Banquet

¥500,000

Exclusive

As the sponsor of the conference banquet, your company name and logo are shown on the printed materials. In addition to that, your logo (and company name) is displayed on the signage at the entrance, on branding throughout the function, and with the opportunity for you to express some welcoming remarks.

Field Trips

¥500,000

As a sponsor of the field trips, you can distribute your promotional tools and materials to the participants on the trips.
Delegate Lounge

¥500,000

The exhibition hall is the heart of the conference. Delegates pass through the exhibition hall on their way to see talks and posters, and meet there to network and socialize. Teas, coffees and other refreshments are served in the exhibition hall and the poster sessions. This year we are proud to provide delegate lounges in the exhibition area, to facilitate networking and also to provide extra comfort during refreshment breaks.

Benefits:

- Your Company name or logo on the lounge signage
- Your Company literature available in the lounge
- Commercial sponsorship recognition
- Recognition in publications and on the website - your logo in the Program Volume and on the website with a hyperlink to your company’s website
ACADEMIC SESSIONS

Poster Sessions/Drink Mixers

¥500,000

1 per session (up to 4 companies)

Display a signage with company names and logos at the entrance of the poster session space. You will have the opportunity to distribute promotion materials at the session space. One free Exhibition registration for 2 days is available.

Luncheon Seminars

¥200,000

1 hour sponsored seminar during the lunch time.

The fee includes the cost of a standard lecture room with AV equipment and one briefing room. Your company will support the lecture with lunch and beverage for attendees, as well as an honorarium and travel expenses for the speaker(s). These are not included in the costs.
MAKING A BOOKING

Booking for all items must be completed online. Payment may be made online or by following the instructions provided when you book.

Please contact the Sponsorship Coordinator directly at gold2016@c-linkage.co.jp before the booking information will be available on the conference website.
TERMS AND CONDITIONS

All bookings are assumed to have read and agreed to the following terms and conditions.

- **BOOKINGS**: Exhibition space, advertising space and sponsorship will be allocated only on completion of the online forms, available at: ttp://goldschmidt.info/2016/organisationStart and receipt of full payment.

- **DEADLINES**: Booking for exhibition space must be received by 31st March 2016. Booking and artwork for advertising in the Program Volume must be received by 28th March 2016. Anything received after these deadlines CANNOT be accepted.

- **PAYMENT**: The balance is due by 31st March 2016. Applications received after 31st March 2016 must include full payment. All monies are payable in Japanese Yen and other currencies are NOT accepted. The exchange rates on the 15th December 2014 are USD 1.00 = JPY 117 and EUR 1.00=JPY 145.

- The price shown does not include the tax. The respective Japanese consumption tax (8% as of December 2014) is applied to the invoiced amount.

- **CANCELLATION POLICY**: In the event of cancellation, a service fee of 25% of the total payable amount applies for cancellations prior to 1st April 2016. No refunds will be made for cancellations after this date and any refunds will be processed after the Conference. After booking has been accepted, a reduction in exhibition space, advertising space or sponsorship commitment is considered a cancellation and will be governed by the above cancellation policy.

- **RESERVED RIGHTS**: The Conference reserves the right to rearrange the floor plan and/or reallocate any exhibit without notice. The Conference will not discount or refund any facilities not used or required. The Conference reserves the right to final approval of all artwork, advertising copy, pictures, publications, brochures, leaflets, signage and corporate promotional giveaway items. Artwork is to be supplied to our specifications.

- No exhibitor shall assign, sublet or apportion the whole or any part of their booked exhibition space, advertising space or sponsorship commitment except upon prior written consent of the Conference.

- Exhibition constructions and materials must be contained within the marked area allocated to the booth. Exhibitors must move their exhibition stands and materials in and out of the Congress Centre according to the timetable.

- **CUSTOM-BUILT STANDS**: Custom built stands must be approved by the exhibition decorator. Details for acceptable stands and deadlines will be made available on their website from 10th February 2016.