



VIRTUAL AND ON-SITE

LXIV
Congreso Nacional
SEHH

XXXVIII
Congreso Nacional
SETH

38th World Congress
of the International
Society of Hematology
(ISH)

BARCELONA

6 - 8 | OCT | 2022

PALACIO DE CONGRESOS
DE BARCELONA



SPONSORS DOSSIER



Mixed (On-site + virtual)



Virtual



Registration,
reservations and
forms





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Dra. Inmaculada Heras Fernando

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Dra. Pilar Solves Alcaina

Dr. David Valcárcel Ferreira

((educational programme))

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(educational programme)

Dr. Antonio Moscardó Martínez

Dra. Rosa Vidal Laso



Convene:

Spanish Society of Haematology and Haemotherapy (SEHH)
Spanish Society of Thrombosis and Haemostasis (SETH)

Organised by: Spanish Foundation of Haematology and Haemotherapy (FEHH)

Name: LXIV National Congress of the SEHH and XXXVIII National Congress of the SETH
38thth World Congress of the International Society of Hematology (ISH)

Dates: 6-8 October 2022

City: Barcelona

Website: sehhseth.es

Venue: Barcelona Conference Centre

Technical Secretariat:

SEHH-SETH Congresses Department

Susana Martín Guijarro

Tel.: +34 628 92 34 14

susana.martin@sehh.es

Travel agency:

MT Global

Tel.: +34 91 534 05 40

congresos@mt-global.com

Booking of spaces and sponsorships:

Administration Department

Rocío García Casas

Tel.: +34 646 07 58 53

rocio.garcia@sehh.es



ON-SITE

- 01 Stands
- 02 Sponsorship proposals
- 03 Satellite symposia



01

STANDS



S t a n d s



Tariffs for the spaces

- Space 3 x 2 m²
- Basic power socket

Any extras must be contracted directly with FIRASTORE:

<https://store.firabarcelona.com/s999021> - <https://store.firabarcelona.com/S999021/g/c/63>

Price per mixed stand (virtual + on-site) 12.500 €.

- Please find attached the plans showing the numbering of the spaces allocated to the commercial exhibition.
- The rental of a trade show space includes the delivery of:
 - 1 free registration
 - 4 exhibitor passes



Stand layout

- Several exhibitors are not allowed to share the same space, unless express prior authorisation has been granted by the organisers.
- The Organising Committee reserves the final decision on the location of the stands.

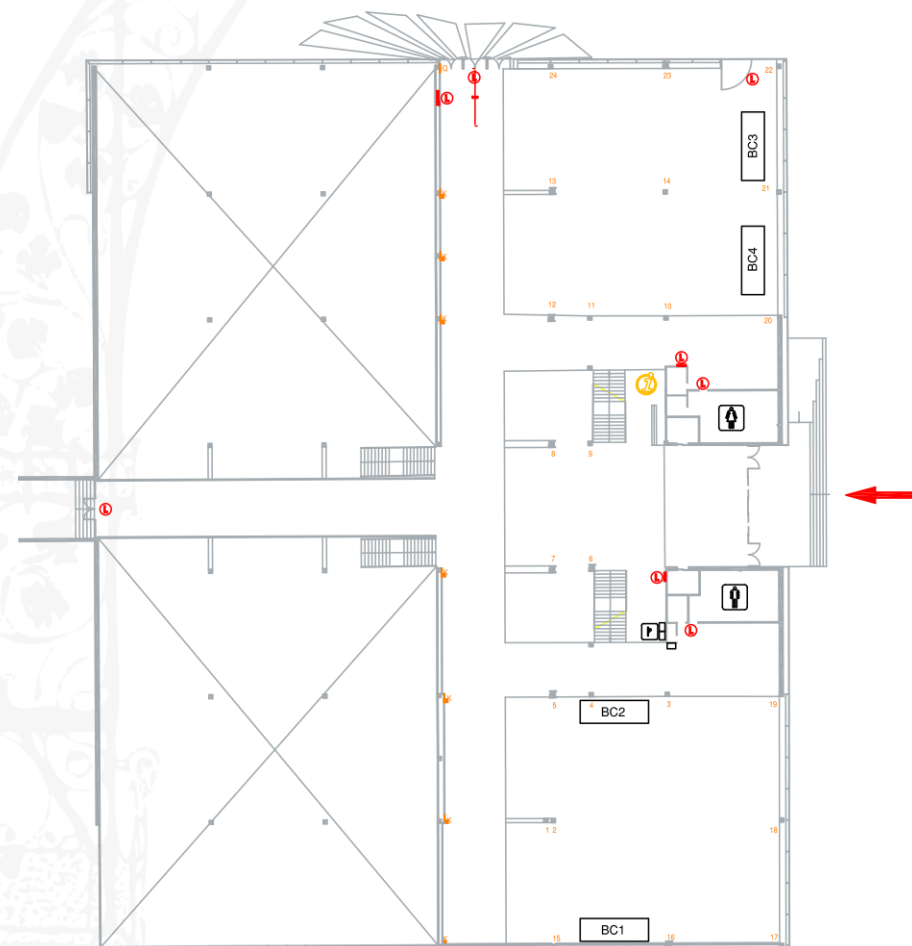


Stand Plan

Nivel -1



Nivel 0



Stand



Stand installation

- The contracting of the space for the commercial exhibition consists of:
Contracted physical space ● Electrical outlet
- The price does not include possible carpeting and/or flooring, decorative elements or accessories.
- The Organisers will provide exhibitors who request it with the assembly/disassembly of the stand, furniture, telephone line, etc., upon requesting an estimate. Exhibitors may contract this service with the official Congress assembly company.
- Each exhibitor must confine himself to the space allocated and to the floor plans.
- The assembly of the stand and material must be completed by 21:00 on Tuesday 12 October 2021.
- Dismantling should take place after the end of the scientific events, so as not to disrupt the smooth running of the congress.
- Exhibitors will be provided with a warehouse where they will be able to store their materials during the exhibition.
- Companies wishing to set up a stand outside the general assembly rules (space, time, etc.) must request permission from the Organising Committee.



S t a n d s



It is not allowed:

- Affecting the premises, painting, tacking, hanging signs or any other objects on the walls.
- Hanging posters or promotional information outside the contracted space.
- Use of building materials such as cements, plasters, sands, plasters, paints, etc.



Goods transport and warehousing

The rules for transport and storage will be sent to you by email in July 2022.



S t a n d s



Security measures

During the Congress, a day/night surveillance service will be contracted to watch over exhibitors' material.



Control measures

During the Congress, access to the venue will be controlled by means of badges which will be issued to registered participants and sponsors.



Insurance policy

Liability insurance will be available.

INFO NOTE: More detailed information on stand set-up regulations will be sent out in July 2022.



02

SPONSORSHIP PROPOSALS



Sponsorship proposals

MIXED PARTNERSHIPS:



Congress website €* **8.000 €***

- Sponsor logo included, up to 4 sponsors.



Posters SESSION ON LINE mixed (virtual and on-site) **40.000 €***

The sponsor is allowed to include some decorative element in the poster area, next to the congress and POSTER SESSION ON LINE logo.

*VAT not included



'Hemato al Día': on-site and virtual congress journal, 3 issues/delivery and mailing on 6, 7 and 8 October)

Only the sponsor's corporate image may be included.

- Front cover banner: **5.000 €* per issue**
- Interior banner: **3.000 €* per issue**
- To request advertising space, and to resolve any doubts about the specifications of the advertisements, please contact: comunicacion@sehh.es

Business Centre ON-SITE50.000 €* .



- Inclusion of the institutional logos of the SEHH and SETH.
- Inclusion of the sponsor's institutional advertisement on the walls of the Business Centre.
- Use of the space: exclusive use of the societies (SEHH and SETH), giving 6 spaces of 1 hour for the sponsoring entity.
- Multi-sponsorship: there can be several Business Centres.

*VAT not included



Sponsorship proposals



Other forms of scientific collaboration

- Sponsor the educational programme **18.000 €***
- Sponsor an official symposium **8.000 €***
- Sponsor official mail deliveries of the congress (sponsor's logo). **3.500 €***
- Sponsor mail delivery of the information to the congress delegate
'on-line' (laboratory material) **6.000 €***

The organisation will value other suggestions for scientific collaboration made by the companies, as long as they are interesting for the attendees and for the scientific quality of the meeting.

*VAT not included



Sponsorship proposals



Congress portfolio 20.000 €*

- Included on the inside is the silkscreen print with the sponsor's logo



Congress Wifi 14.000 €*

- The sponsor will decide on the username and password for access to the congress wifi



Printing materials..... 19,000 €*

- Signposting of the congress venue
- Sponsoring companies may include their logo on the materials

*VAT not included



Sponsorship proposals



Sponsorship of self-accreditation area..... **12.000 €***

- Possibility to include a personalised message

Advertising in the congress portfolio..... **2.000 €***

- Supervised by the local organising and/or scientific committee of the congress
- Inclusion of advertisements in the portfolio (1 document)

VAT not included



Contracting

- Applications will be received from 15 February 2022 and spaces will be confirmed to each trading house by the last week of April 2022.
- **To book a stand**, please send the stand rental application form to:

Spanish Foundation of Haematology and Haemotherapy (SEHH)

administracionsehh@sehh.es - Tel.: 91 319 19 98

- **Terms of payment:** payment will be made to the Spanish Foundation of Haematology and Haemotherapy (FEHH).
The appropriate details will be provided.
- Once the exhibitor's application has been sent and confirmed by the organisers, the administrative process will begin in accordance with the internal policy of each exhibiting entity.



Cancellations

50% of the amount paid will be reimbursed if the cancellation is made 2 months before the congress is held. If the cancellation is requested after this date, no refund will be made. Cancellation requests must be made in writing to the Technical Secretariat.



03

SATELLITE
SYMPOSIA AND
MEET THE EXPERT



Satellite symposia/ meet the expert

Satellite symposia/Meet the expert MIXED (on-site + virtual)

- Hiring of the satellite symposium **18.500 €***
 - Booking of the meeting with the expert..... **14.000 €***
- (maximum 30 attendees)
- If it is only virtual, will be deducted from the cost **4.000 €***
 - Recording of the satellite symposium, and web hosting for three months on the congress website, together with the other recordings of the official programme **4.000 €***
 - Recording of the meeting with the expert, and web hosting for three months on the on the congress website, together with other recordings of the official programme..... **2.000 €***

*VAT not included



Organisation of satellite symposia / meet the expert

In all national congresses of the SEHH and SETH there is an official congress programme prepared by the Scientific Committee, appointed by both societies, and a series of satellite symposia and expert meetings that are organised by the industry, both diagnostic and pharmaceutical, which are primarily driven by commercial interests.

Implementing legislation

- All symposia must have a coordinator and between 2 and 4 speakers; meetings with the expert, 1 coordinator and 1 expert.
- The contents must be authorised by the Scientific Committee or, failing this, by the chairperson or vice-chairperson of the Scientific Committee.
- The organisation will facilitate and assist the industry (if requested) in the implementation of these events, both from a scientific and logistical point of view.



Satellite symposia/ meet the expert



Application rules

To hold a satellite symposium and *meet the expert*, the following procedure must be followed:

- Make a request to the chairman or vice-chairman of the Scientific Committee by submitting the detailed programme.
- The application deadline is 1 September 2022.
- The number of satellite symposia and meet the experts will be fixed by the organisers and will never interfere with the normal running of the congress programme.
- It will take place on the first and second days of the congress (satellite symposia and meet the expert) during working lunch and afternoon hours; a definitive date and time will not be assigned until the papers and the invited speakers are known.

The coordinators shall ensure that the timetable is strictly adhered to.



S a t e l l i t e s y m p o s i a /
m e e t t h e e x p e r t

Timetables available

- Thursday, 6 October 2022
13:45-15:30 h
16:40-18:10 h
- Friday, 7 October 2022
13:20-14:50 h
16:10-17:40 h
- Saturday, 8 October 2022
13:40-15:25 h



04

REGISTRATION



Registration

Mixed registration fees (virtual + on-site)

Full member of the SEHH/SETH/ ISH	675 €
Postgraduates and residents*	450 €
Non-members.....	750 €
Pensioners	10 €

**The certificate must be sent by e-mail.*

Late registrations or registrations on the day of the congress: 100 euros more in each modality, except for retirees. Deadline 16/09/2022



Virtual registration fees

Full member of the SEHH/SETH/ ISH.....	425 €
Postgraduates and residents*	300 €
Non-members	500 €
Pensioners	10 €

**The certificate must be sent by e-mail.*

Late registrations or registrations on the day of the congress: 100 euros more in each modality, except for retirees. Deadline 16/09/2022



VIRTUAL

01

Access platform

02

Commercial exhibition area

03

Types of stands

04

Customisation possibilities

05

Satellite symposia

06

Technical specifications and design



01

PLATFORM
OF ACCESS

EXPOSICIÓN
COMERCIAL

BUSINESS
CENTER

ACCESO A SALAS

SIMPOSIOS
SATELITE

SESIONES
OFICIALES

COMUNICACIONES
ORALES

PÓSTERES

NETWORKING

SETH
Sociedad Española de
Tecnología y Hematología

Secretaría Técnica

CHAT
CHAT

BCN

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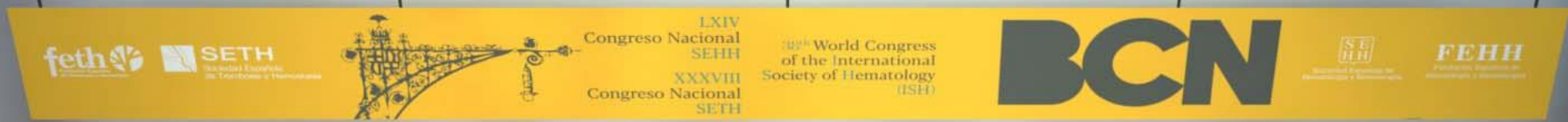
BCN





02

TRADE
EXHIBITION AREA
VIRTUAL





03

TYPOLOGY OF STANDS



Types of stands

OPTION

FREE STAND

- For the free design option of the stand module, this can be provided directly by the sponsor, in which case it must be done in 3D studio format (extension . max) version 17 with a texture placement dossier, as well as the textures included in the project. There may be 4 customisable areas.
- A .FBX file generated with 3D studio or AutoCAD would also be valid, always with all the textures attached and an outline of where each one goes.
- In case you would like to order a free stand design with the official supplier of the congress, please apply by e-mail to sehhseth@doctaforum.com before **1 July 2022**. before 1 July 2022.
This option will be quoted separately and on a request-by-request basis.



50 x 50 cm GRID. Measurements are in cm

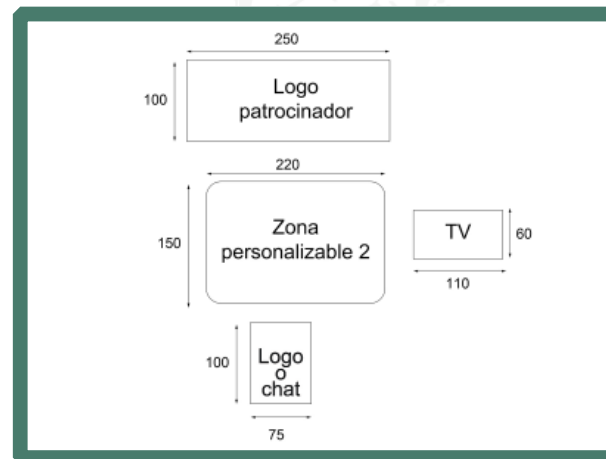
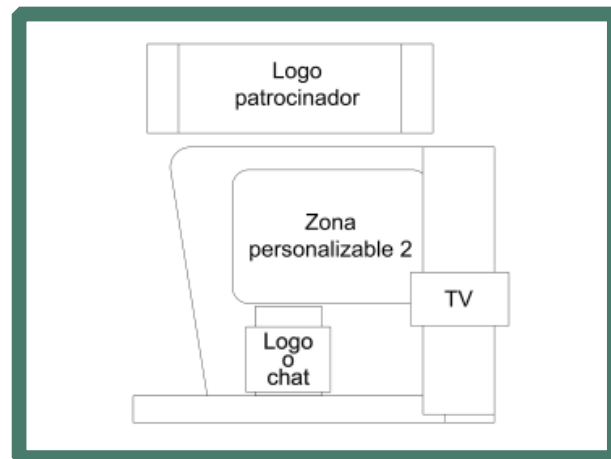
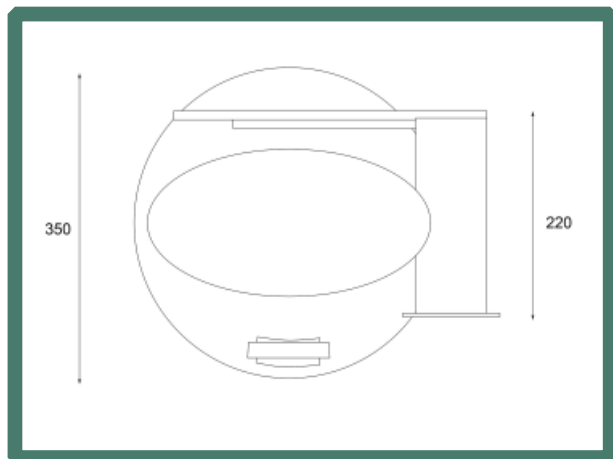
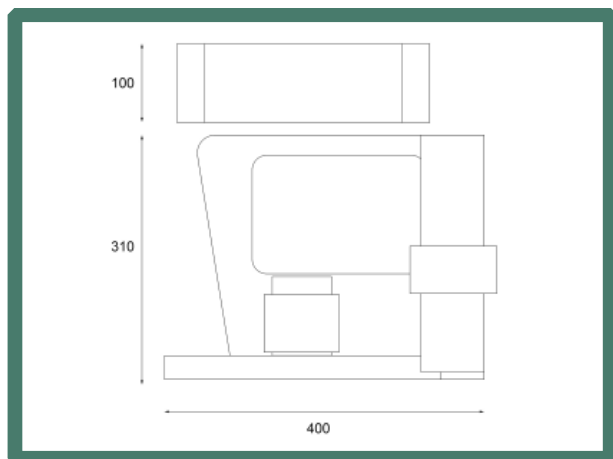
OPTION 1 : Stand with up to 4 customisable spaces





Types of stands

OPTION 1: CUSTOMISATION





Types of stands

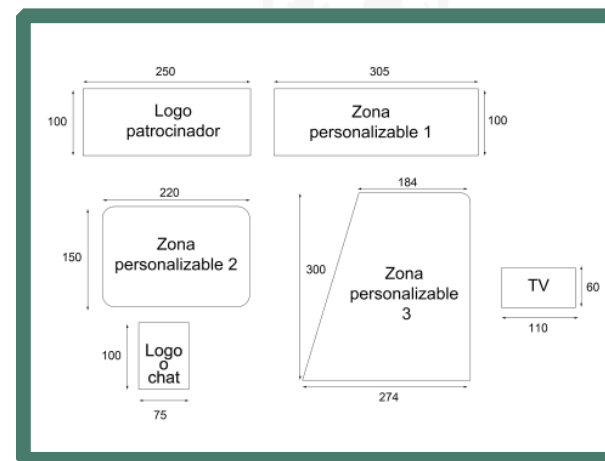
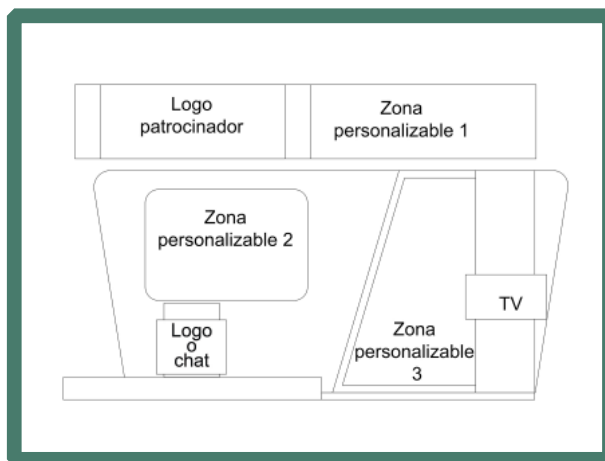
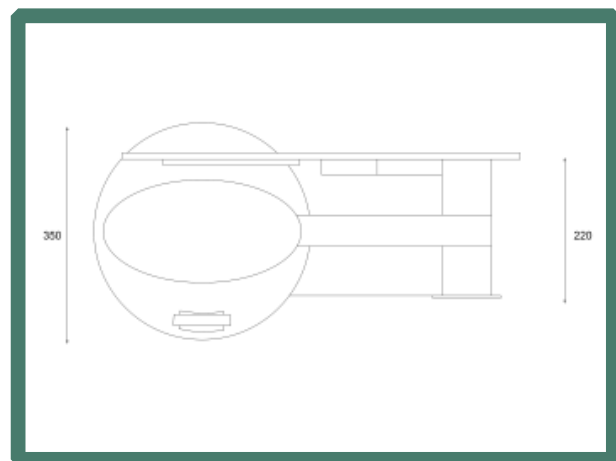
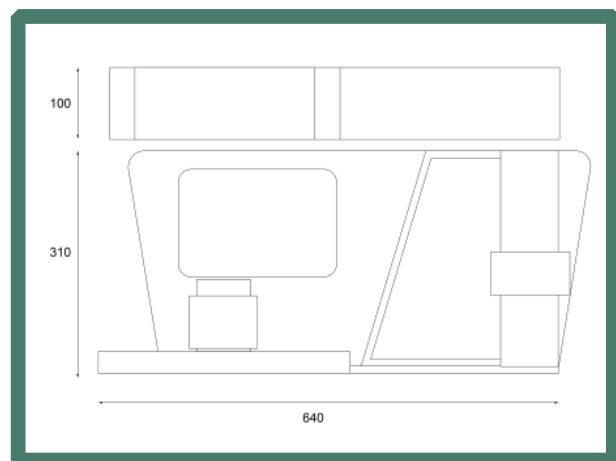
OPTION 2 : Stand with up to 6 customisable spaces





Types of stands

OPTION 2: CUSTOMISATION





Types of stands

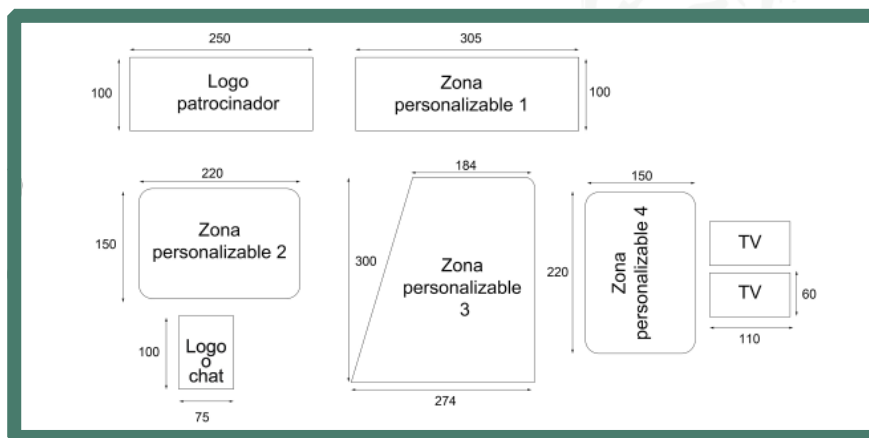
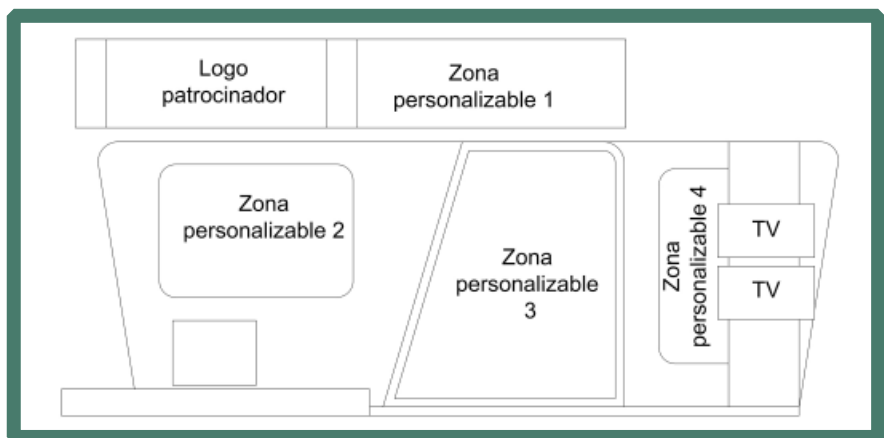
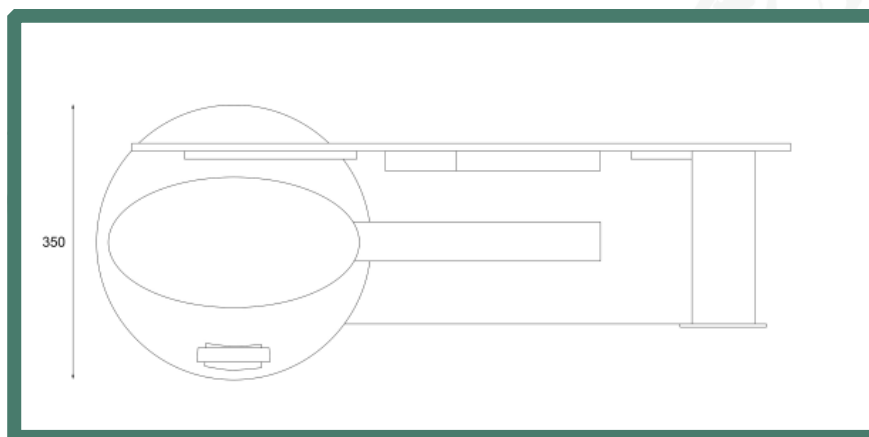
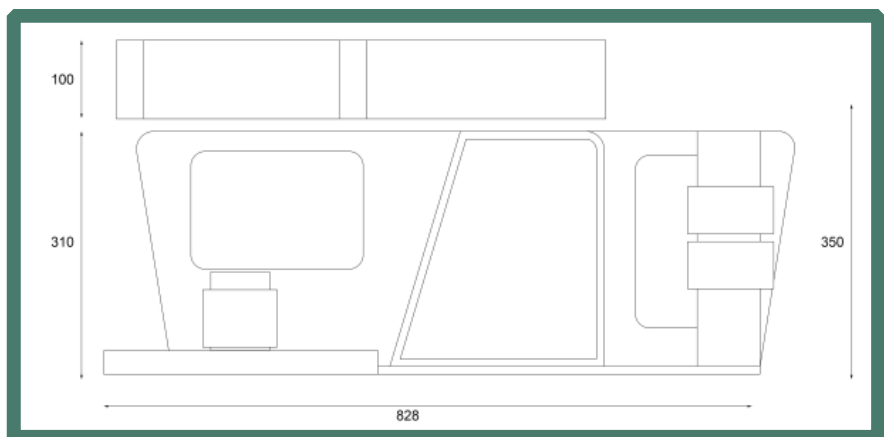
OPTION 3 : Stand-module with up to 8 customisable spaces





Types of stands

OPTION 3: CUSTOMISATION





Price per free stand **5.000 €/stand module**

The rental of a virtual space for the commercial exhibition includes the delivery of:

- 1 free virtual registration per stand module
- You can hire as many stands as you wish, thus increasing the space in the commercial exhibition.

Price per stand module "Option 1" **5.000 €***

Price per stand module "Option 2" **6.000 €***

Price per stand module "Option 3" **7.000 €***

*VAT not included - *Maximum 10 stand modules together.



Contracting

- **To reserve a stand**, please send the rental application form to:
Spanish Foundation of Haematology and Haemotherapy (FEHH)
rocio.garcia@sehh.es - Tel.: +34 646075853
- **Terms of payment:**
 - Payment will be made to the Spanish Foundation of Haematology and Haemotherapy (FEHH).
 - Appropriate data will be provided.
 - Once the exhibitor's application has been sent and confirmed by the organisers, the administrative process will begin.



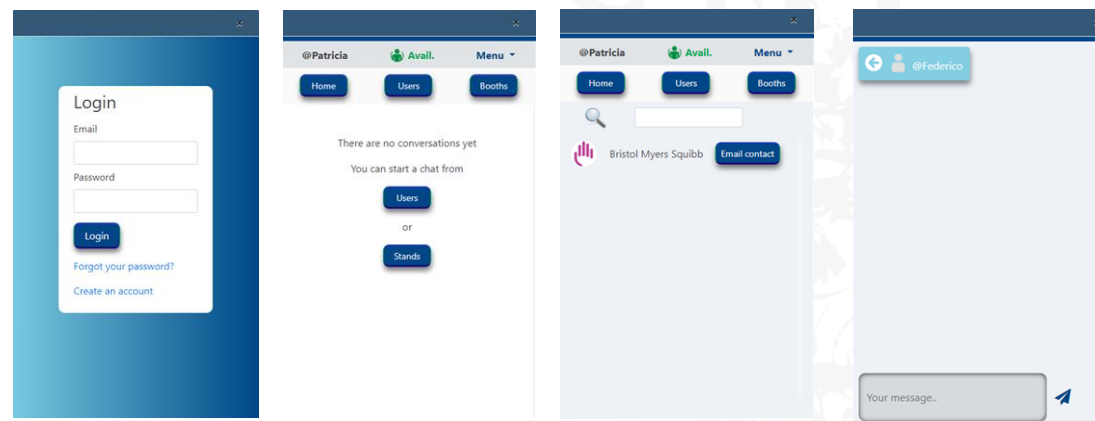
04

CUSTOMISATION OPTIONS



Stand Personalisation options

- Link web access
- Image in . jpg
- Video in mp4 format
- Document . pdf
- Pop-up when accessing the stand (for advertisement or disclaimer)
- LiveChat (allows you to chat instantly with the staff manning the stand, send them an e-mail, etc.).



Deadline for application and submission of customisations: **1 July 2022**



05

VIRTUAL
SATELLITE
SYMPOSIA
MANUAL



Satellite symposia Options

OPTION 1: The satellite symposium will be conducted entirely by the sponsor.

- The entire organisation and broadcasting of the *streaming* will be carried out by the sponsor.
- The laboratory must send a RTMO or iframe of the video to be inserted in the event platform.

Deadline for submission: 1 July 2022



Satellite symposia Options

OPTION 2: Satellite symposium management via Doctaforum

- The webcast will be carried out from the congress platform, and the speakers will be connected via videoconference for the welcome and discussion.
- The speakers' talks (presentation and .ppt) will be pre-recorded, and this part will be broadcast on the day and time assigned to the symposium.
- The sponsor must confirm with their speakers the schedule (day and time) for the recordings and connection tests. In this test, the technical team will connect directly with the speaker. We recommend that the schedule is Monday to Thursday from 09:00 to 18:00, and Friday from 09:15 to 15:00.
- The laboratory shall provide the details of each speaker (name, e-mail and telephone number) in case it is necessary to contact him/her on the day of the recording.
- The creative image of the symposium will be provided by the sponsor following the customisation scheme in the technical specifications section of this manual.
- In the event that the sponsor does not provide the graphics in time, or simply does not want to use them, the congress's own generic graphics will be used.



Satellite symposia Options

OPTION 2: Satellite symposium management via Doctaforum

In case you would like to request the management of the satellite symposium through Doctaforum (official provider of the congress), please apply by e-mail to before 1 July 2022.
by e-mail to sehhseth@doctaforum.com before 1 July 2022.

This option will be budgeted separately and on a case-by-case basis.

Deadline for application: 1 July 2022

Deadline for submission of customised graphics and frames: 1 July 2022



06

TECHNICAL SPECIFICATIONS AND DESIGN FOR SYMPOSIUM OPTION 2



Specifications

Techniques and design

CUSTOMISATION OF BACKGROUNDS FOR PRESENTATIONS AND STREAMING

- The laboratory may produce a template of slides for the speakers' presentation if desired, and will be responsible for ensuring that the speaker is provided with the slides in advance for the preparation of his/her presentation.
- Presentations by speakers must be in . ptt format.
- Industry symposia may customise the symposium playback screen with a fixed frame (Annex 1), and the format must be ".jpg" or ".png" in 1920 x 1080 px files at 72 dpi.

Deadline for design submissions: 1 July 2022



Specifications presentations

TECHNICAL CONNECTION INSTRUCTIONS FOR THE PRESENTERS

- It is convenient to connect the computer via cable to the Internet as opposed to a wifi connection.
- The computer will need to have a webcam, microphone and speakers. Laptops usually have all of these built in.
- It is advisable to be located in a room as isolated as possible from external noise.
- Lighting should be as even as possible and without backlighting, preferably with a white or plain background.
- You do not need to have anything installed beforehand. During the connection tests, our technicians will help you to have everything ready for the day of the event.
- The connection links for the speakers' rooms will be provided the day before the test and the day before the day before the test and the day before the event.
- Connecting from the hospital wifi system is not recommended. If this is the only way, it is advisable to always connect to the hospital's wired network.
- The day of the test and recording should be done at the same place and on the same material as on the day of the live performance.



Specifications

presentations

Session Title

Speaker
image

Speaker's name
City

Área PPT 16:9

Costumizable background 1920 x 1080



THANK YOU VERY MUCH
FOR YOUR COOPERATION