



---

## The International Federation of Library Associations and Institutions

---

IFLA (The International Federation of Library Associations and Institutions) is the leading international body representing the interests of library and information services and their users. It is the global voice of the library and information profession.

IFLA is an independent, international, non-governmental, not-for-profit organization, with nearly 1700 members in 150 countries. Through IFLA libraries, information centres, and information professionals worldwide can formulate their goals, exert their influence as a group, protect their interests, and find solutions to global problems.

For more information about IFLA: [www.ifla.org](http://www.ifla.org)

---



---

## Invitation to exhibit

---

The IFLA World Library and Information Congress (WLIC) 2007 will be held in Durban, South Africa, from **19 – 23 August 2007**. The IFLA WLIC 2007 exhibition will be opened on Sunday afternoon, 19 August and will close on Wednesday, 22 August.

IFLA's conference and exhibition is the biggest international event for professionals within the library and information sector. WLIC 2007 offers an excellent opportunity for thousands of delegates, experts, and library and information providers from all over the world to exchange ideas and experience as well as to introduce new innovations and products. Around 3,000 librarians are expected to attend the conference.

---



---

## Theme

---

The 73<sup>rd</sup> IFLA World Library and Information Congress 2007 carries the following theme:

**Libraries for the future Progress, Development & Partnerships**

---



---

## Venue

---

The 73<sup>rd</sup> Conference and Exhibition will be held at ICC International Convention Centre, Durban. The Exhibition hall is situated close to the meeting rooms and will be a central point of the conference. The exhibition area can accommodate approximately 100 booths. Catering facilities in the ICC will include coffee and lunch corners. Also an Internet café will be available in the exhibition area.

---



---

## Who should exhibit?

---

The exhibition is open to all companies, governmental bodies and other organizations with products and services related to the library field, such as:  
Automation, Books, Periodicals & Documents, Audio/Visual Equipment & Materials, Equipment, Furniture & Supplies and Services.

## Preliminary Exhibition timetable\*

Friday, 17 August	Build up of stands
Saturday, 18 August	Move-in of exhibits
Sunday, 19 August	Official opening of conference and exhibition
Monday, 20 August	Exhibition open
Tuesday, 21 August	Exhibition open
Wednesday, 22 August	Exhibition open during morning
Wednesday, 22 August	Afternoon breakdown exhibition

\* (exact time schedule will be announced in the exhibitors' manual)

## Hotel accommodation

Exhibitors will have the opportunity to book hotel accommodation. The exhibitor registration form and the hotel booking form will be published on the on-line exhibition manual after booth allocation.

## Exhibition participation costs

1. Floor space only (minimum stand size is 9 m<sup>2</sup>)

Price per square meter € 385 (excluding applicable VAT)

*(please note that this price only includes the floor space; all equipment, electricity, carpet etc. needs to be ordered and paid for separately)*

2. Including shell schemes (the minimum stand size is 9 m<sup>2</sup>)

Price per square meter € 425 (excluding applicable VAT)

*(please note that this price includes the following **per stand**: floor space, white walls, carpet, one electricity outlet per 9m<sup>2</sup>, two spots, fascia board with booth number and 1 company name. All extra items like furniture, water etc. need to be ordered and paid for separately)*

3. Including table and 2 chairs (the minimum stand size is 4 m<sup>2</sup>)

Price per square meter € 285 (excluding applicable VAT)

*(Please note that you can only apply for this fee, if there is an approval by the organisation.)*

## Payment

Applications must be accompanied by a payment of 50% of the total booth rental amount.

Balance of fee will be invoiced and will fall due for payment on 1 March 2007. Payments must be made in Euro (EUR) made payable to WLIC 2007. If the application is received after all space is exhausted, the payment will be refunded. Failure to comply with these requirements forfeits all right to space, which may in such case be reassigned to others, with no obligations on the part of WLIC 2007.

---

## Floor plan, space application and allocation of stand sites

---

On the website you will find the preliminary floor plan indicating the available stand sites.

You are kindly requested to study the preliminary floor plan and mark your first three choices on the application form. Please note that it is possible to make combinations of more than one space, or to divide stands into smaller units (with a minimum of 9 m<sup>2</sup>), if necessary.

Space assignments will be solely at the discretion of WLIC 2007, and will be handled on a first-come-first-serve basis. However, in case of conflicting requests preference is afforded to Corporate Partners of IFLA, those exhibitors with continuing participation in past years and those exhibitors who sponsor the conference.

Stand allocations will be made prior to 1 March 2007; all applications should therefore have been received no later than 31 January 2007. All choices expressed in applications received by 31 January 2007 will be considered, however the organizers reserve the right to allocate exhibitors to the most appropriate stands.

---

## Exhibitors manual

---

More detailed exhibit information and instructions, including order forms for services and supplies will be included in the on-line Exhibitors manual which will be published on the IFLA website after booth allocation.

---

## Cancellation

---

**All cancellations must be made in writing to Congrex Holland BV**

Cancellations must be made before 31 January 2007	50% deposit is non-refundable
Cancellation between 31 January 2007 and 1 March 2007	100% of the total deposit is non-refundable
Cancellation after 1 March 2007	No refunds

<b>SPONSOR ITEM</b>	<b>SPONSORSHIP CONTRIBUTION</b>
<b>PRIORITY A</b>	
Conference bags	Euro 25,000
Conference CD-ROM	Euro 7,500
Delegate name badges	Euro 10,000
Internet Café	Euro 15,000
Lanyards	Euro 7,500
Newcomers Reception	Euro 5,000
Officers' Reception	Euro 20,000
Paper printing centre	Euro 10,000
Pocket planner	Euro 5,000
Signage	Please contact Congrex Holland
Transportation library visits	Euro 15,000
Transportation (per) social event	Euro 20,000
Volunteers shirts	Euro 15,000
<b>PRIORITY B</b>	
Cultural Evening (co-sponsoring)	Euro 10,000
IFLA Express (co-sponsoring)	Euro 7,000
Shuttle service (co-sponsoring)	Euro 10,000
Simultaneous interpretation (co-sponsoring)	Euro 5,000
<b>PRIORITY C</b>	
Technical equipment (co-sponsoring)	Euro 5,000
Banner	Euro 2,000
Escalator banner	Euro 2,000
Exhibitors directory	Euro 15,000
Final Conference Programme	Euro 6,000
IFLA TV	Please contact Congrex Holland
Keynote or Plenary speaker	Euro 4,000
Message centre	Euro 8,000
Notepads	Euro 13,000
Opening reception (co-sponsoring possible)	Euro 10,000
Pens	Euro 8,000
Poster area	Euro 4,000
Press Room	Euro 4,000
Sponsor a participant	Please contact Congrex Holland

<b>List of promotional opportunities</b>	
Bag inserts	Euro 3,000
Cocktail reception at your exhibition stand	Euro 2,000
Photo camera as bag insert	Please contact Congrex Holland
Product Demonstration	Euro 1,000

\* No South-Africa VAT is applicable. Dutch VAT is only applicable for Dutch companies.

Advertisement	Price in Euro*
<b>IFLA Express (issue 1 &amp; 2)</b>	
- full page, black & white	Euro 1,500
- ½ page, black & white	Euro 1,000
- ¼ page, black & white	Euro 750
- inside back cover, black & white	Euro 1,750
- inside front cover, black & white	Euro 1,750
<i>(electronic version only, sent to 7,000 addresses in February and May)</i>	
<b>IFLA Express (5 on site issues)</b>	
- full page, black & white	Euro 8,500
- ½ page, black & white	Euro 7,000
- ¼ page, black & white	Euro 5,000
- inside back cover, black & white	Euro 10,000
- inside front cover, black & white	Euro 10,000
<i>(printed version, 3,000 copies during conference)</i>	
<b>Final Programme (two colour)</b>	
- inside front cover, two colour	Euro 2,500
- ½ page advertisement, two colour	Euro 1,500
- full page advertisement, two colour	Euro 2,000
- Inside back cover, two colour	Euro 2,500
- Outside back cover, two colour	Euro 3,500
<i>(printed version, 3,000 copies during conference)</i>	
<b>Exhibitors Directory (two colour)</b>	
- inside front cover, two colour	Euro 2,500
- full page advertisement, two colour	Euro 1,500
- inside back cover, two colour	Euro 2,500
- ½ page advertisement, two colour	Euro 1,500
- Outside back cover, two colour	Euro 3,500
- logo stopper, two colour	Euro 500
<i>Grab readers' attention as they scan the page. Your company logo is featured next to your exhibit listing.</i>	
- bold listing	Euro 250
<i>Your company listing is highlighted in bold text</i>	
<i>(printed version, 3,000 copies during conference)</i>	
<b>Other opportunities</b>	
- Insert in delegates bag	Euro 3,000
<i>(3,000 bags for insert)</i>	



---



## Disclaimer

---

Whilst every care has been taken to ensure that the details given are correct at the time of going to print, the Organizers shall not be liable or responsible to any sponsor or any other person in respect of any inaccuracy or omission in the information contained herein, nor shall they be responsible or in any way concerned with any contract or agreements made by the sponsor with any person, firm or company who is described as 'the official contractor' of services or whose services are recommended in this brochure. The WLIC 2007 Congress, IFLA Headquarters and/or its agent Congrex Holland BV and/or its agents have the right to immediately alter or cancel the congress or any of the arrangements, timetables, plans or other items relating directly or indirectly to the WLIC 2007 congress for reasons beyond their control. The participants/sponsors shall not be entitled to any compensation for damages that results from such alteration or cancellation.

---



## Important Addresses

---

### **IFLA World Library and Information Congress 2007 Secretariat**

c/o CONGREX HOLLAND BV  
P.O. Box 302  
1000 AH Amsterdam  
The Netherlands

Telephone: +31 20 504 0201  
Telefax: +31 20 504 0225  
E-mail: [wlic2007@congrex.nl](mailto:wlic2007@congrex.nl)  
Website: [www.ifla.org](http://www.ifla.org)

### **IFLA Headquarters**

P.O. Box 95312  
2509 CH The Hague  
The Netherlands

Telephone: +31 70 314 0884  
Telefax: +31 70 383 4827  
Internet: [www.ifla.org](http://www.ifla.org)