

EXHIBITION BOOKING FORM

BMSS Annual Meeting 2025

**Edinburgh International Conference Centre, UK**

**8th-10th September 2025**

# Exhibitor details:

Pronoun/Salutation: Job Title: First Name: Last Name: Company/Organisation: Correspondence Address:

 Post Code: E-Mail: Tel:

I wish to book the following exhibition space for and on behalf of my company/organisation(please refer to the [Annual Meeting exhibition floor plan and tariff](https://www.bmss.org.uk/bmss-annual-meeting-2025/exhibition-information-sponsorship-opportunities-3/) published on the BMSS website).

Exhibition Plot Number(s):

Total Amount Due (£):

**My organisation has a Public Liability Insurance Policy in place for a minimum of £5 million, valid for the duration of the BMSS Annual Meeting between 8th and 10th September 2025 at the EICC [Y/N]:**

**I HAVE READ & AGREE TO THE TERMS & CONDITIONS APPENDED BELOW**

Signature:

Date:

# TERMS & CONDITIONS

**This booking form constitutes a legally binding agreement between the British Mass Spectrometry Society (BMSS) and the Exhibitor. The BMSS will confirm all bookings, by e-mail. Once a booking is confirmed the Exhibitor shall become fully liable for the total amount due in Pounds Sterling. The Exhibitor shall remit the total amount due to the BMSS no less than eight (8) weeks prior to the commencement of the BMSS Annual Meeting exhibition on the 8th September 2025. Bookings made eight (8) weeks or less before the date of the exhibition are payable in full at the time of booking. The BMSS is not registered with HMRC for VAT and cannot, therefore, issue VAT invoices or receipts (UK Charity No: 281330).**

# PUBLIC LIABILITY INSURANCE:

The BMSS require all exhibitors/sponsors to affirm that they have a Public Liability Insurance policy in place for a minimum of £5 million, valid for the duration of the BMSS Annual Meeting between 8th and 10th September 2025 at the Edinburgh International Conference Centre.

# CODE OF CONDUCT FOR BMSS & BMSS-RELATED EVENTS:

The Exhibitor, the Exhibitor’s employees and the Exhibitor’s agents attending the BMSS Annual Meeting 2025 shall agree to comply with the [BMSS CODE OF CONDUCT for BMSS and BMSS RELATED EVENTS](http://www.bmss.org.uk/about-us/policies-1/code-of-conduct-for-bmss-and-bmss-related-events/).

# GENERAL CANCELLATION & REFUND POLICY:

In the event that an Exhibitor wishes to cancel their BMSS Annual Meeting booking eight (8) weeks or more before the start of the exhibition the BMSS will endeavour to resell such exhibition space. If the contracted space is successfully resold the exhibitor will be refunded less an administration fee of fifty pounds (£50.00).