



## **EXHIBITION INFORMATION AND APPLICATION**



**EFTF 2024**

**June 25-27 • Neuchâtel • Switzerland**  
37<sup>th</sup> European Frequency and Time Forum



## **WELCOME TO NEUCHÂTEL, SWITZERLAND & EFTF 2024 !**

### Background

The European Frequency and Time Forum ([EFTF](#)) is the premier technical conference in Europe for time and frequency products and related technologies. They bring together researchers and technologists from manufacturers, service providers, operators, application developers, National Metrology laboratories, defense timing, and standards bodies to share the latest information and promote the development of precise time and frequency systems and components.

The conference will comprise invited plenary presentations as well as parallel oral and poster presentations. The 2024 edition of the conference will be held at the University of Neuchâtel, in the beautiful lakeside city of Neuchâtel, Switzerland. The main conference venue for this **37<sup>th</sup> edition** is the Aula de Jeunes Rives.

**Venue Page with map:** <https://eftf2024.ch/wp/venue/>

## **COMMERCIAL EXHIBITION**

### Invitation to exhibit

A commercial exhibition will allow companies and institutes to promote their products and raise their visibility at the conference. Coffee breaks will take place in the exhibition, which will be located in strategic areas to encourage a natural flow of conference participants around the booths. It is expected that approximately 300 scientists and technology specialists will take part at EFTF 2024.

A limited number of booths are available, therefore companies are encouraged to register as soon as possible to reserve a placement. Full details can be found below.

# EFTF 2024

June 25-27 • Neuchâtel • Switzerland  
37<sup>th</sup> European Frequency and Time Forum



## EXHIBITION CONTACT:

**Ms. Anne-Lise Poffet**  
c/o Safran Timing Technologies SA

Tel: +41 (0)32 732 16 68  
[exhibition@eftf2024.ch](mailto:exhibition@eftf2024.ch)

---

## EXHIBITION HOURS

<u>Exhibitor Move-In</u>	Monday, June 24	09:00 – 17:00
<u>Exhibit Open</u>	Tuesday, June 25	09:00 – 17:00
	Wednesday, June 26	09:00 – 17:00
	Thursday, June 27	09:00 – 15:30
<u>Exhibitor Move-Out</u>	Thursday, June 27	15:30 – 18:00

---

## EXHIBITION SPACE + 8.1 % VAT to be added to fees below (new TVA rate change to 8.1 % already in effect for events in 2024)

Single Booth with 1 full entry	3m (wide) x 2m (deep)	CHF 2200.-
Single Booth with 2 full entries	3m (wide) x 2m (deep)	CHF 2700.-
Double Booth with 1 full entry	6m (wide) x 2m (deep)	CHF 4000.-
Double Booth with 2 full entries	6m (wide) x 2m (deep)	CHF 4500.-

### Each booth package includes :

- **1 or 2** (according to chosen package) full conference entry / registration - includes all coffee breaks, lunches, receptions and conference gala on Wednesday evening.
- 1 display counter 1.5m length x 1m high x 0.5m deep and 2 chairs
- company identification name plate on display counter
- 1 standard 220 VAC electricity plug (Swiss plug ! )
- blue or grey carpet 2m x 3m
- 1 meter high divider wall (2 sides)
- company logo and web link on [eftf2024.ch](http://eftf2024.ch) exhibition listing
- company description & contact info in conference smartphone App
- short company pitch in the main plenary room (optional).  
Time and duration to be determined.

# EFTF 2024

June 25-27 • Neuchâtel • Switzerland  
37<sup>th</sup> European Frequency and Time Forum



## RESERVATIONS

Please see the conference web site at <https://eftf2024.ch/wp/exhibition/> for the latest exhibition floor plan and current booth availability.

- Booths are reserved on a first-come, first-serve basis.
- Booth registration can only be completed using the attached form entitled « **EFTF 2024 BOOTH APPLICATION** ».

---

## PAYMENT of FEES

- 100% of fees to be paid within 30 days of confirmation of booth reservation.
- No refunds after April 30, 2024.
- All balances are due May 31, 2024.

*Booth setup will not be permitted if full payment has not been made by the above due date.*

---

## SHIPPING

Advance storage is not available on the site of the University of Neuchâtel.

Exhibitors will be able to ship material in advance – the address and shipping deadlines will be communicated several months prior to EFTF 2024.



# EXHIBITION BOOTH APPLICATION

Application is hereby made to the "Exhibition Management" for exhibit space at the above-named conference. This BOOTH APPLICATION, when accepted by the Exhibition Management, together with the Exhibition Rules and Regulations as listed on the attached document, will constitute your contract with Exhibition Management for exhibit space, as indicated by the Exhibition Manager's signature on this application or acknowledgment by email.

Company Name: \_\_\_\_\_ Exhibitor's Name: \_\_\_\_\_  
Address 1: \_\_\_\_\_  
Address 2: \_\_\_\_\_  
City / State: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Country: \_\_\_\_\_

**Preferred choice for booth location ( see latest floor plan on [www.eftf2024.ch](http://www.eftf2024.ch) ):**

*Cannot be guaranteed, places will be allotted on a first come – first serve basis*

First Choice \_\_\_\_\_ Second Choice \_\_\_\_\_ Third Choice: \_\_\_\_\_

**Choose 1 option:** + 8.1 % VAT to be added to fees below (new TVA rate change to 8.1 % already in effect for events in 2024)

- |   |                       |            |
|---|-----------------------|------------|
| <input type="checkbox"/> Single Booth with 1 full entry   | 3m (wide) x 2m (deep) | CHF 2200.- |
| <input type="checkbox"/> Single Booth with 2 full entries | 3m (wide) x 2m (deep) | CHF 2700.- |
| <input type="checkbox"/> Double Booth with 1 full entry   | 6m (wide) x 2m (deep) | CHF 4000.- |
| <input type="checkbox"/> Double Booth with 2 full entries | 6m (wide) x 2m (deep) | CHF 4500.- |

We wish to give a company pitch :  YES  NO

We prefer NOT to be located near the following companies: \_\_\_\_\_

***I agree to comply with the attached EXHIBITION RULES & REGULATIONS document.***

Company Representative: \_\_\_\_\_ (authorized signature)  
Title: \_\_\_\_\_ Date: \_\_\_\_\_  
Telephone number: \_\_\_\_\_ Email: \_\_\_\_\_

**Please send a signed contract to (email preferred): [exhibition@eftf2024.ch](mailto:exhibition@eftf2024.ch)**

**Ms. Anne-Lise Poffet, c/o Safran Timing Technologies SA, Vauseyon 29, 2000 Neuchâtel, Switzerland**  
Tel: +41 (0)32 732 16 68

*Upon assignment of space, a signed copy of this contract will be returned to you or you will be notified by email of acceptance.*

**We hereby accept the above Application:**

By \_\_\_\_\_ Date: \_\_\_\_\_ Booth: \_\_\_\_\_  
(Exhibition Management)