



GCSG 2026

EUROPEAN KNOWLEDGE FORUM

ROME | OCTOBER 13-15

Global Clinical Supplies Group

2026 European Knowledge Forum Exhibitor & Sponsorship Agreement

Thank you for your interest in exhibiting and/or sponsoring at the Global Clinical Supplies Group (GCSG) 2026 European Knowledge Forum. The objective of all GCSG conferences is to provide a forum for the open exchange of ideas, regulatory updates, technological advances and information of a non-confidential nature related to clinical supply activities. We strive to promote closer professional relationships among personnel engaged in clinical supply activities as well as between the clinical supply group and other segments of the pharmaceutical/biotechnology industry. In keeping with this purpose, exhibitors and sponsors are encouraged to be educational, communicative and informative in all their interactions with conference attendees.

Registration Details:

Registration for the purchase of tabletop exhibits and sponsorship opportunities opens on 12th May 2026 at 2pm GMT.

Sponsorship & Exhibitor Guidelines

By purchasing a sponsorship and/or exhibit space, you agree to and will abide by the following guidelines. **Not adhering to any of these guidelines may result in closure of the exhibitor's/sponsor's display, dismissal from the meeting and/or forfeiture of the ability to attend future GCSG events.**

Exhibitor space and sponsorships will be reserved on a first-come, first-served basis via registration. Full payment will be required within 30 days of registration. Failure to comply may result in exhibitor space/sponsorship being offered to a waitlisted vendor.

1. Code of Conduct:

a. General

- i. Excessive noise will not be permitted.
- ii. Harassment of attendees or other exhibitors/sponsors will not be permitted.
- iii. Distribution of food or beverages that compete with hotel service offerings is prohibited.
- iv. Any hospitality events must not interfere with or overlap with GCSG activities (i.e. Meet & Greet, GCSG Night Out, Vendor Reception, meals, plenary, lecture or workshop sessions).
- v. For the GCSG Night Out, where a guest is permitted, guests are NOT permitted to be an



GCSG 2026

EUROPEAN KNOWLEDGE FORUM

ROME | OCTOBER 13-15

- additional BD/Sales/ Marketing /Senior Executive representative.
- vi. Sponsor & exhibitor representatives are encouraged to attend the plenary, lecture & workshop sessions.
- vii. Lecture, workshop and plenary sessions are not to be used to promote company services.
- viii. Unauthorized use of any GCSG workshop rooms or the general session room for vendor meetings will not be permitted.
- b. Exhibitors
 - i. All exhibitor activities must be confined to the general area of the exhibit space
 - ii. Doors to the exhibition hall may be closed and/or locked at the discretion of GCSG or the hotel.
- c. Sponsors
 - i. The purchasing company (sponsor) is to provide all materials for the chosen sponsorship as outlined in the sponsorship opportunities document.
 - ii. The sponsor is responsible for set-up of any sponsor-provided materials (e.g. plenary session handouts, Meet & Greet networking event, etc.).

2. Tabletop exhibit information:

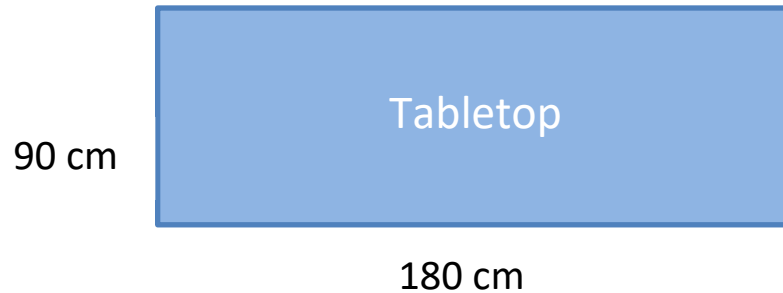
- a. **Premium tabletop** exhibit is \$7,000 and offers the following:
 - i. Premium location outside the exhibit hall and plenary session room; providing visible branding and foot traffic throughout the event.
 - ii. Participation in the Vendor Reception and vendor prize draw networking activity.
 - iii. Recognition as a premium conference exhibitor on the GCSG website and conference app.
 - iv. Two (2) LeadCapture licenses.
- b. **General tabletop** exhibit is \$6,000 and offers the following:
 - i. Location in the Exhibit Hall, open during scheduled networking hours.
 - ii. Participation in the Vendor Reception and vendor prize draw networking activity.
 - iii. Recognition as a conference exhibitor on the GCSG website and conference app.
 - iv. Two (2) LeadCapture licenses.
- c. Both tabletop options grant the following:
 - i. Skirted table **approximately 180cm x 90cm in size**, with AC multisolet powerblocks.



GCSG 2026

EUROPEAN KNOWLEDGE FORUM

ROME | OCTOBER 13-15



- ii. **Ability to PURCHASE registrations** for up to two (2) BD/Sales/ Marketing /Senior Executive representatives. After payment for the tabletop exhibit is received, exhibitors will receive an email containing a registration link for up to two (2) BD/Sales/ Marketing /Senior Executive representatives. These registrants will be required to pay the appropriate registration fee. NOTE: It is recommended to register as soon as possible after receiving the link to guarantee your place(s). Registration for the first BD/Sales/Marketing/Senior Executive representative is guaranteed, but if you haven't registered your second representative when our registration limits have been reached, additional registration will be at the discretion of GCSG. Registration substitutions can be made (without cost) via the online registration system at any time until the start of the conference.
- d. **All exhibit materials must fit completely on the tabletop provided, (approximately 180cm x 90 cm). No exhibit materials are allowed on the floor in the exhibit area.**
- e. Exhibitors may only install tabletop displays with a **maximum height of 1.5 m, from the top of the table.**
- f. Exhibitors erecting displays other than tabletop size (as noted above) will be asked to dismantle unauthorized displays.
- g. GCSG operates a strict **No Chairs Policy** for tabletop exhibitors.
 - i. Chairs will not be provided for exhibitors. We encourage you to attend the workshops!
 - ii. Chairs are not permitted within the exhibit area.
 - iii. Exceptions will only be made for verified health or medical conditions.
 - iv. Any request for an exception must be submitted to the GCSG Exhibitor Coordinators in writing prior to the event and approved in advance.
 - v. Unauthorized chairs will be removed by event staff.
- h. **Only one tabletop per company (including subsidiaries or sister companies) is permitted.** A company is defined by the highest level of the organization regardless of brand differentiation



GCSG 2026

EUROPEAN KNOWLEDGE FORUM

ROME | OCTOBER 13-15

within the overall organization.

- i. Companies with subsidiary or sister companies may display the subsidiary/sister displays on the same table.
- ii. Multiple companies that are not legally tied cannot be displayed on the same table.

3. Sponsorships and their fees are described in detail in the Sponsorship Opportunities document posted on the GCSG website.

- a. Diamond, Platinum and Gold level sponsorships include the **ability to PURCHASE registrations** for up to two (2) BD/sales representatives. After the payment of the sponsorship is received, sponsors will receive an email containing a registration link for up to two (2) BD/Sales/Marketing/Senior Executive representatives. These registrants will be required to pay the appropriate registration fee based on the date of their registration (early-bird vs. regular).

NOTE: It is recommended that you register as soon as possible after receiving the link to guarantee your place(s). Registration for the first BD/Sales/Marketing/Senior Executive representative is guaranteed, but if you haven't registered your second representative when our registration limits have been reached, additional registration will be at the discretion of GCSG. Registration substitutions can be made (without cost) via the online registration system at any time until the start of the conference.

- b. Silver level sponsorships and below include the **ability to PURCHASE registration** for a single BD/Sales/Marketing /Senior Executive representative. After payment for the sponsorship is received, sponsors will receive an email containing a registration link for their BD/Sales/Marketing /Senior Executive representative. This registrant will be required to pay the appropriate registration fee.

NOTE: It is recommended that you register as soon as possible after receiving the link to guarantee your place. Registration substitutions can be made (without cost) via the online registration system at any time until the start of the conference

- c. **ALL Business Development representatives in attendance must be approved & registered for the event. If not registered, they cannot engage with event attendees or attend GCSG-sponsored social functions.**

4. Attendance Limits

- a. Exhibitors and Diamond, Platinum and Gold Sponsors are permitted to register and pay for a maximum of 2 BD/Sales/Senior Executive/Marketing attendees per company (not including those registered as Speaker/Facilitator or Committee/Volunteer). Purchase of additional sponsorship opportunities will not increase the maximum number of BD/Sales/Senior Executive/Marketing representatives permitted.
- b. Companies purchasing sponsorships at Silver level and below are permitted to register 1 BD/Sales/ Marketing /Senior Executive representative (not including those registered as Speaker/Facilitator or Committee/Volunteer). Purchase of additional sponsorship or



GCSG 2026

EUROPEAN KNOWLEDGE FORUM

ROME | OCTOBER 13-15

exhibitor opportunities is additive up to the maximum of 2 BD/Sales/Marketing/Senior Executive representatives per company (not including those registered as Speaker/Facilitator or Committee/Volunteer).

- c. Companies supporting GCSG at a level totaling \geq \$16,000 (inclusive of sponsorships & tabletop exhibits only) may **purchase 1** additional delegate pass for a **VP-level (and above) executive**.

5. Waitlist:

- a. In the event Exhibitor spaces or sponsorships are sold out, individual waitlists will be created.
- b. Waitlisted vendors will be notified if exhibit space or the desired sponsorship becomes available.

6. Payment and Cancellation Policy:

- a. Full payment will be required within 30 days of registration. If timely payment is not received, GCSG reserves the right to cancel any purchase and offer it to a waitlisted vendor. BD/Sales representatives will not be allowed to register until full payment for the sponsorship/tabletop exhibit has been received.
- b. Cancellations **MUST** be requested via the online registration system.
- c. Exhibitors/Sponsors cancelling at least 6 weeks prior to conference start (prior to 1st September 2026) * will receive a 50% refund of fees paid.
- d. **No refund can be given for cancellations received less than 6 weeks prior to conference start***.

*Conference start is defined as the first day that on-site check-in/registration is available (Tuesday, 13th October 2026).

7. Exhibit Installation/Dismantling:

- a. Exhibitors are responsible for the shipping (per the published shipping guidelines) and set up of their exhibit materials.
- b. Exhibitors agree to abide by the published installation and dismantle times. Please note times below:
 - **Exhibitor Set up:** Tuesday 13th October - 3-5:30pm
 - **Exhibitor Tear Down:** Thursday, 15th October from 3:30pm onwards
- c. At the end of the conference, each exhibitor is responsible for packing up all display items and arranging return collection as per the published shipping guidelines.
- d. If you are planning to use a 3rd party to ship and/or set-up/tear down your exhibit, you **MUST** notify GCSG of this in advance and provide us with their contact details. It is **YOUR** responsibility to share all the relevant information about the event with that 3rd party. It



GCSG 2026

EUROPEAN KNOWLEDGE FORUM

ROME | OCTOBER 13-15

is not GCSG's responsibility to re-send information that has already been distributed to exhibiting/sponsoring companies.

8. Sponsor Set-up:

- a. Sponsors are responsible for shipping all sponsor-provided materials as per the published shipping guidelines.
- b. Sponsors are responsible for set-up of all sponsor-provided materials as per published sponsorship opportunities.
- c. At the end of their sponsorship period, each sponsor is responsible for packing up all remaining display items and arranging return collection as per published shipping guidelines.

9. Occupancy of Space:

- a. Space not claimed by an exhibitor/sponsor prior to the close of the published installation period will be considered forfeit.
- b. GCSG reserves the right to reassign any tabletop space or sponsorship not claimed by the close of the published installation period.

10. Location/Layout:

GCSG reserves the right to alter the location and/or layout of the exhibits and sponsorship areas in the best interests of the conference at any time.

11. Conference Badges:

- a. Exhibitor and sponsor personnel must wear their registration badges and the GCSG-provided sponsored lanyards at all times.
- b. Non-registered exhibitors or sponsor personnel will not be permitted to attend any portion of the conference without permission of the GCSG Exhibitor Coordinator or Sponsorship Coordinator.

Please direct any issues or concerns related to exhibiting to the GCSG European Exhibitor Team:

Contacts: Charlotte Van Hoorde and Claudia Verna

Email: EKFExhibitor@mygcsg.com

Please direct any issues or concerns related to sponsorships to the GCSG European Sponsorship Team:

Contacts: Amanda Lundie and Alexandra Holzum

Email: EKFSponsorship@mygcsg.com