

**mne**  
**2009**

**Ghent**  
**BELGIUM**

35th  
International  
Conference

**Micro**  
**Nano**  
**Engineering**

## SPONSORSHIP AND EXHIBITION BROCHURE

28 September – 1 October 2009

Ghent - Belgium



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[www.mne09.org](http://www.mne09.org)



# 35th International Conference on **Micro & Nano Engineering**

**Ghent | Belgium | 28 September – 1 October 2009**

**Ghent  
BELGIUM**

**SPONSORSHIP & EXHIBITION BROCHURE**

## **WELCOME**

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You are cordially invited to attend and participate in the 35<sup>th</sup> International Conference on Micro & Nano Engineering (MNE), to be held in Ghent, Belgium from 28 September to 1 October 2009.

The scope is about micro- and nano-fabrication and manufacturing using lithography and other nano-patterning related approaches.

The conference brings together engineers and scientists from all over the world to discuss recent progress and future trends in the fabrication, manufacturing and application of micro- and nano-structures and devices. Applications in electronics, electromechanics, environment and life sciences are discussed such as: nanoelectronics, MEMS-NEMS, bioMEMS and lab-on-a-chip devices.

This meeting will take place in the historical city of Ghent, Belgium. The city of Ghent combines an impressive past with a vivid present. It is a city where cultural perspectives are constantly renewed and enlarged, where culture is a feast and where feasting is a form of culture.

By organising this meeting, we will provide you with an excellent opportunity for scientific and social interaction.

Further information on this conference is available on the conference website [www.mne09.org](http://www.mne09.org)

We look forward to welcoming you in Ghent!

Yours sincerely

Kurt Ronse  
Conference chair

## **GENERAL INFORMATION**

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### **Conference venue**

The 35<sup>th</sup> International Conference on Micro & Nano Engineering will be held at:

**ICC Ghent**  
Citadelpark  
B-9000 Ghent  
[www.iccghent.com](http://www.iccghent.com)

For detailed information on the host city and the venue, please visit the conference website: [www.mne09.org](http://www.mne09.org)

## **MNE 2009 Organising committee**

**Kurt Ronse** Conference chair  
**Dries Van Thourhout** Conference co-chair  
**Stefan De Gendt** Programme chairs  
**Liesbet Lagae**  
**Geert Vandenberghe**  
**Ann Witvrouw**  
**Ariane Distelmans** IMEC Meeting Planner

## **Organising secretariat**

### **Momentum**

Grensstraat 8  
B-3010 Leuven  
Belgium

Telephone: +32 (0)16 40 45 55

Fax: +32 (0)16 40 35 51

Contact person sponsorship: Mieke Akkers – E-mail: [Exhibit-Sponsor@mne09.org](mailto:Exhibit-Sponsor@mne09.org)

## Programme overview

Tentative time frame in December 2008. For updates please visit: [www.mne09.org](http://www.mne09.org)

	Sept. 28th (Mon)		Sept. 29th (Tue)	Sept. 30th (Wed)	Oct 1st (Thu)	Oct. 2nd (Fri)	
8:00			Coffee	Coffee	Coffee		
			Welcome	Plenary II	Plenary III		
9:00	Short course	Short course	Plenary I			Workshop	Workshop
10:00			Coffee	Coffee	Coffee		
11:00			Oral I (3 parallel)	Oral III (3 parallel)	Oral V (3 parallel)		
12:00							
	Lunch		Lunch	Lunch	Lunch	Lunch	
13:00	Short course	Short course	Oral II (3 parallel)	Oral VI (3 parallel)	Oral VI (3 parallel)	Workshop	Workshop
14:00						Coffee	Coffee
15:00			Poster session I	Poster session II	Oral VII (3 parallel)		
16:00	Registration	Exhibition			Closing remarks		
17:00	Welcome Reception & exhibition		Poster receptie				
18:00				Conference dinner			
19:00							
20:00							
21:00							

## Session topics

1. Micro & Nano Lithography
  - a. Photon Lithography
  - b. Electron and Ion Beam Lithography
  - c. Nanoimprint Lithography
  - d. Mask Technology
  - e. Mask-Less Lithography
  - f. Materials for Micro and Nano Lithography
2. Micro & Nano Fabrication, Nano Engineering, MEMS, NEMS
  - a. Nanofabrication with top-down and bottom-up approaches  
Pattern Transfer and Plasma etching
  - b. Nanometrology
  - c. Nanoelectronic
  - d. Micro & Nano systems and their fabrication
  - e. Micro and Nanomanufacturing
3. Micro & Nano Fabrication for Life Sciences
  - a. Micro & Nano fluidics, devices for biology, chemistry, medicine
  - b. Micro & Nano Systems for biology, chemistry, medicine
4. Micro & Nano systems and their fabrication, MEMS, NEMS

## **SPONSORSHIP PACKAGES**

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Two distinct sponsorship packages are offered (prices are VAT excl.)

### **Sponsor 2 500 EUR**

**MNE 2009 Sponsors** receive:

- Acknowledgement as "Sponsor" in publications related to the conference (after payment has been received)
- Acknowledgement on the conference website as "Sponsor" (after payment has been received)
- 1 free registration to the conference

### **Exhibitor 3 500 EUR**

**MNE 2009 Exhibitors** receive:

- Acknowledgement as "Exhibitor" in publications related to the conference (after payment has been received)
- Acknowledgement on the conference website as "Exhibitor" (after payment has been received)
- 6 sqm (3x2 m) free exhibition space (including shell scheme)
- 1 free registration to the conference

### **Application**

Sponsorship packages can be booked by completing and returning the enclosed Sponsorship Package Application form to the attention of Mieke Akkers at Momentum, the Organising secretariat. Applications will be considered on a first-come, first-served basis.

In signing the application form, companies declare their acceptance of the conference regulations.

Applications for sponsorship packages should be made at the latest by 30 June 2009 in order to be acknowledged in the proceedings book.

### **Payment conditions**

Upon reservation an invoice representing the total amount (incl. VAT) will be sent out by IMEC. Payment is due within 30 days following the date of the invoice.

### **Regulations**

See further in this publication.

## SPONSORSHIP PACKAGE APPLICATION FORM

Please complete and return to Momentum, the Organising secretariat, Grensstraat 8, B-3010 Leuven, Fax: +32 (0)16 403551

**We would like to apply for the following sponsorship package on the occasion of the 35<sup>th</sup> International Conference on Micro & Nano Engineering:**

Company/organisation .....

Contact person .....

Full address .....

Telephone .....

Fax .....

E-mail .....

VAT .....

**We choose the following sponsorship package:**

**Sponsor** **2 500 EUR**

**Exhibitor** **3 500 EUR**

***Preferred space***

**1<sup>st</sup> choice** .....

**2<sup>nd</sup> choice** .....

**3<sup>rd</sup> choice** .....

**Exhibitor – extra 6 sqm** **2 000 EUR**

All amounts exclude VAT. We agree to pay the total amount of the sponsorship amount 30 days after date of invoice.

We accept the regulations as stipulated in this publication and agree to observe and be bound by them. (1)

Signature ..... Date .....

(1) This application is legally binding on the company pending its acceptance in writing by the organiser.

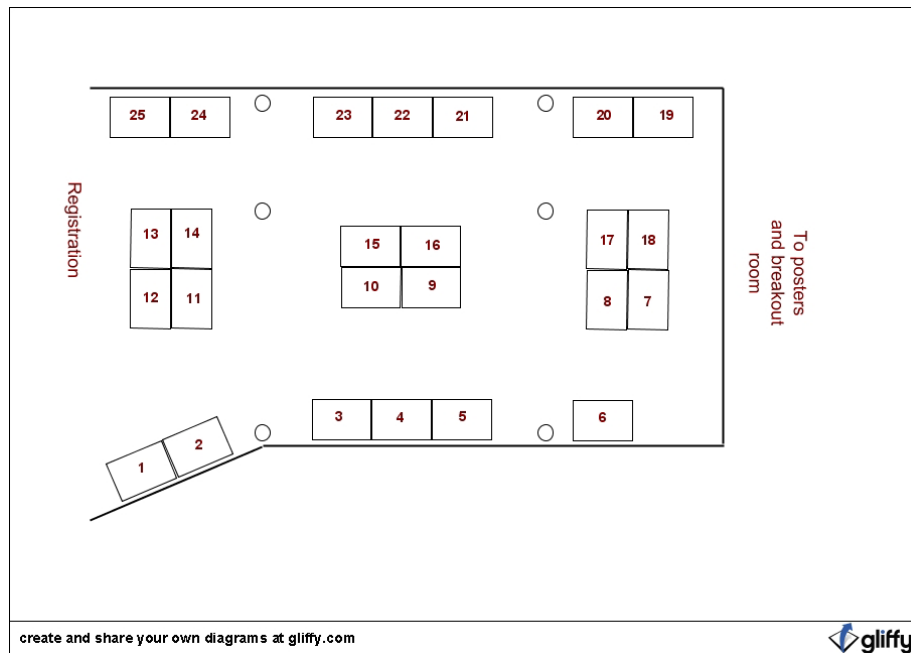
## EXHIBITION

### Venue

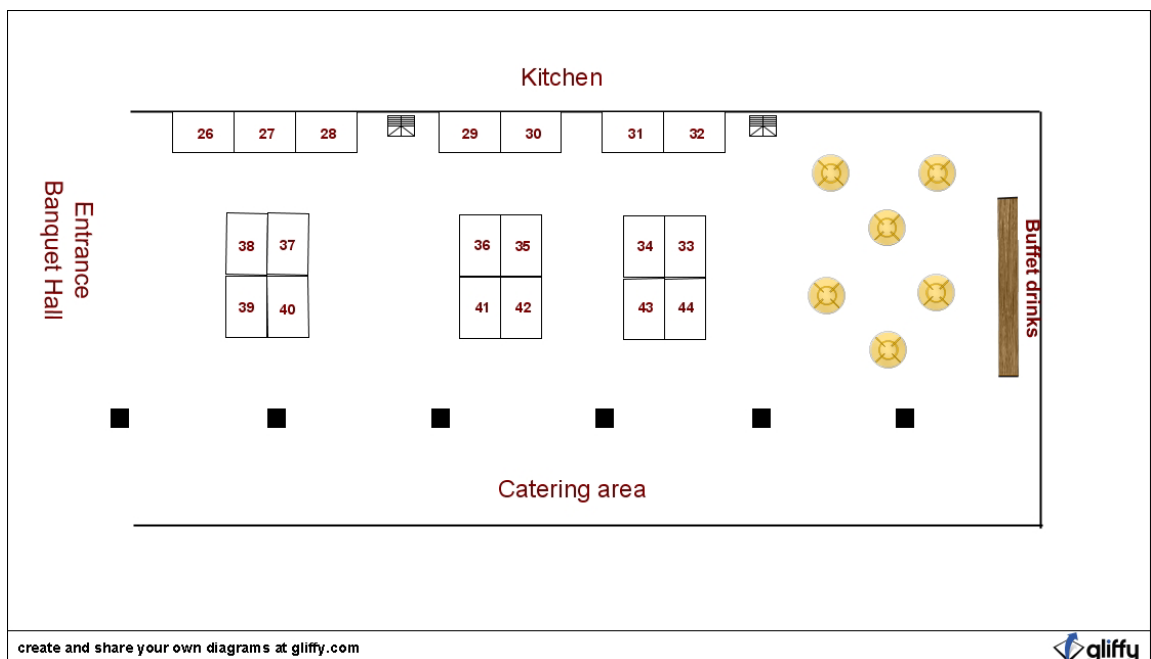
The exhibition will be held on the Minneplein and the Banquet room, both on level 1 of ICC Ghent. The exhibition will be combined with catering (coffee break/lunch).

Exhibitors can rent an extra space (including shell scheme) of 6 sqm (3 x 2 m) for the price of 2 000 EUR (excl. VAT).

### Floorplan Minneplein



### Banketzaal



## Application

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In signing the application form, companies declare their acceptance of the conference regulations.

Applications for sponsorship packages should be made at the latest by 30 June 2009 in order to be acknowledged in the proceedings book.

## Payment conditions

Upon reservation an invoice representing the total amount (incl. VAT) will be sent out by IMEC. Payment is due within 30 days following the date of the invoice.

## Build-up and dismantling

**Set-up** is tentatively scheduled on:

Monday 28 September                      10:00-16:00

The **dismantling** is scheduled on:

Thursday 1 October                      16:00-18:00

## Opening times

The exhibition will be open for attendance on:

Monday 28 September                      16:00-20:30

Tuesday 29 September                      08:00-16:00

Wednesday 30 September                      08:00-16:00

Thursday 1 October                      08:00-16:00

## Regulations

See further in this publication.

## **ADDITIONAL SPONSORSHIP OPPORTUNITIES**

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We are pleased to offer you additional promotional opportunities with a view to maximising your presence. All sponsors receive acknowledgement in the conference publications and on the website (after payment has been received).

Bookings for one or more items can be made by sending the enclosed booking form to Mieke Akkers (Exhibit-Sponsor@mne09.org). Bookings are considered on a first-come, first-served basis.

Upon reservation an invoice representing the total sponsorship amount will be sent out by IMEC. Payment is due within 30 days following the date of the invoice.

In signing the sponsorship booking form, companies declare their acceptance of the conference regulations.

### **Conference bags at cost**

Benefits:

- sponsor's logo on the bag
- acknowledgement in the proceedings book
- acknowledgement on the conference website

The conference bag will be distributed to all duly registered participants on site. The type of bag will be chosen at the discretion of the organisers. The bag will also carry the MNE 2009 logo.

### **Lanyards 2 500 EUR (excl. VAT)**

Benefits:

- sponsor's logo on the lanyards
- acknowledgement in the proceedings book
- acknowledgement on the conference website

### **Pens and writing pads 500 EUR (excl. VAT) per item**

The pens and writing pads will be inserted in the conference bags. The sponsor supplies the required number of pens or writing pads.

### **Poster awards 3200 EUR (excl. VAT)**

Four best poster awards will be selected, one out of each of the 4 main conference topics. The winners will be awarded during the conference dinner.

### **Coffee break 2 000 EUR (excl. VAT)**

Benefits:

- acknowledgement in the proceedings book
- acknowledgement on the conference website
- sponsor's logo on signs in the areas where the coffee break will take place

### **Lunch break 4 000 EUR (excl. VAT)**

Benefits:

- acknowledgement in the proceedings book
- acknowledgement on the conference website
- sponsor's logo on signs in the areas where the lunch will take place

**Sponsorship items other than listed above will be subject to the approval of the Conference chair.**

## SPONSORSHIP BOOKING FORM

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Please complete and return to Momentum, the Organising secretariat, Grensstraat 8, B-3010 Leuven, Fax: +32 (0)16 403551

**We would like to sponsor the following item(s) at the 35<sup>th</sup> International Conference on Micro & Nano Engineering:**

Company/organisation .....

Contact person .....

Full address .....

Telephone .....

Fax .....

E-mail .....

VAT .....

- |  |                                    |
|--|------------------------------------|
| <input type="checkbox"/> Conference bags | at cost                            |
| <input type="checkbox"/> Lanyards        | 2 500 EUR (excl. VAT)              |
| <input type="checkbox"/> Pens            | 500 EUR (excl. VAT)                |
| <input type="checkbox"/> Poster awards   | 3 200 EUR (excl. VAT)              |
| <input type="checkbox"/> Writing pads    | 500 EUR (excl. VAT)                |
| <input type="checkbox"/> Coffee break    | 2 000 EUR/coffee break (excl. VAT) |
| <input type="checkbox"/> Lunch           | 4 000 EUR/coffee break (excl. VAT) |

We agree to pay the total amount of the sponsorship 30 days after date of invoice.

We accept the regulations as stipulated in this publication and agree to observe and be bound by them. (1)

Signature ..... Date .....

(1) This application is legally binding on the company pending its acceptance in writing by the organizer.

## ADVERTISING

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Companies can reserve advertising space in the MNE 2009 Programme book. The proceedings book will be distributed onsite to all attendees.

Outside back cover	2 500 EUR (excl. VAT)
Inside back cover	1 500 EUR (excl. VAT)
Inside front cover	1 500 EUR (excl. VAT)
Page facing table of contents	2 000 EUR (excl. VAT)

Bookings for advertising space are considered on a first-come, first-served basis. Please use the enclosed booking form. Contact person: **Mieke Akkers at Momentum. E-mail: Exhibit-Sponsor@mne09.org**

Upon reservation an invoice representing the total advertising rate will be sent out by IMEC. Payment is due within 30 days following the date of the invoice.

Companies will be informed in due time about the technical specifications and deadline for receipt of the PDF file. In signing the Advertising booking form, companies declare their acceptance of the conference regulations.

## ADVERTISING ORDER FORM

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Please complete and return to Momentum, the Organising secretariat, Grensstraat 8, B-3010 Leuven, Fax: +32 (0)16 403551

**We would like to advertise on the occasion of  
the 35<sup>th</sup> International Conference on Micro & Nano Engineering:**

Company/organisation .....

Contact person .....

Full address .....

Telephone .....

Fax .....

E-mail .....

VAT .....

### MNE 2009 programme book

- |  |                       |
|--|-----------------------|
| <input type="checkbox"/> Outside back cover                    | 2 500 EUR (excl. VAT) |
| <input type="checkbox"/> Inside back cover                     | 1 500 EUR (excl. VAT) |
| <input type="checkbox"/> Inside front cover                    | 1 500 EUR (excl. VAT) |
| <input type="checkbox"/> Inside page, facing table of contents | 2 000 EUR (excl. VAT) |

We agree to pay the total advertising rate 30 days after date of invoice.

We accept the regulations as stipulated in this publication and agree to observe and be bound by them. (1)

Signature ..... Date .....

(1) This application is legally binding on the company pending its acceptance in writing by the organiser.

## **REGISTRATIONS**

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- Early registration deadline 10 August 2009
- Late registration deadline and Pre-registration closed 21 September 2009

Please register through the conference website: [www.mne09.org](http://www.mne09.org)

## **ACCOMMODATION**

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A number of rooms have been blocked in various hotels in Ghent from 26 September to 2 October 2009. Please note that the MNE 2009 Organising secretariat is not handling any accommodation arrangements: all reservations need to be made directly with the hotels through the official booking forms, available on [www.mne09.org](http://www.mne09.org) as of February 2009. The respective deadlines for reservation, as well as the cancellation conditions, are indicated on the individual hotel booking forms. Reservations made after the indicated deadlines are subject to availability. Since the number of available hotel rooms is limited, we advise you to book your hotel accommodation as soon as possible.

## REGULATIONS

### GENERAL

DEFINITIONS — In the following regulations and conditions the term 'exhibitor' describes any company or organisation that has made a successful application for space allocation in the technical exhibition, or any agent or representative acting on behalf of the exhibitor. The term 'sponsor' describes any company or organisation that has made a successful application for the MNE 2009 Sponsor package, additional sponsorship items or advertising space. The term 'organiser' relates to Kurt Ronse on behalf of IMEC.

LEGAL CONDITION — The application for sponsorship packages/exhibition space/sponsorship opportunities/advertising space is legally binding on the exhibitor/sponsor pending its acceptance in writing by the organisers.

ORGANISERS RIGHT TO AMEND — In its sole discretion the organiser may amend or modify these regulations by posting notice of the amendment(s) or modification(s) on the conference website before the latter shall become effective.

ANY ASPECT THAT IS NOT COVERED BY THESE REGULATIONS IS SUBJECT TO APPROVAL BY THE ORGANISER.

EACH COMPANY IS RESPONSIBLE FOR COMMUNICATING THESE REGULATIONS TO ITS STAFF AND ITS APPOINTED AGENCIES

### SPONSORSHIP PACKAGES

APPLICATION FOR SPONSORSHIP PACKAGE — Confirmation of request for reservation of a sponsorship package is only valid when made in writing by the sponsor to the organiser, by returning a completed and signed Sponsorship Package Application Form. (published in this brochure) Once the signed application for the sponsorship package has been accepted by the organiser, it becomes legally binding for the sponsor. **Applications for a sponsorship package should be made by 30 June 2009.**

CONFIRMATION OF SPONSORSHIP PACKAGE — Sponsorship package assignments will be made in the order in which application forms are received (**first-come, first-served**). The organiser reserves the right to refuse any application that does not comply with the conditions appearing in these regulations. Upon receipt of the signed application form and acceptance of the company or organisation as sponsor, the sponsorship package will be confirmed by the organiser in writing.

TERMS OF PAYMENT — Upon reservation an invoice representing the total amount will be sent by IMEC. Payment is due within 30 days following the date of the invoice.

CANCELLATION SPONSORSHIP PACKAGES — The sponsor/company canceling his application for a sponsorship package after the official application has been accepted by the Organising secretariat, will be liable to pay the following fees:

If the package can not be reallocated to another company:

- 50% of the total rate, if the cancellation is received in writing before 1 May 2009;
- 100% of the total rate, if the cancellation is received in writing after 1 May 2009.

Any refunds will be made after the conference but not later than 31 December 2009. The sponsor will not be entitled to any interest that the organiser may have derived from payments made by the sponsor. All bank charges, including sender's and receiver's charges, resulting from a refund related to cancellation of sponsorship package will be at the charge of the sponsor.

### EXHIBITION

APPLICATION FOR EXHIBITION SPACE — Confirmation of request for reservation of exhibition space is only valid when made in writing by the exhibitor to Momentum by returning a completed and signed Sponsorship Package Application Form. (published in this brochure) Once the signed application for exhibition space has been accepted by Momentum, it becomes legally binding for the exhibitor.

CONFIRMATION OF SPACE ALLOCATION — Space assignments will be made in the order in which application forms are received (**first-come, first-served**). The organiser reserves the right to refuse any application that does not comply with the conditions appearing in these regulations. Upon receipt of the signed application form and acceptance of the company or organisation as exhibitor, exhibition space will be confirmed by Momentum in writing.

RENTAL RATES — Rental rates apply to exhibition floor space and do include the rental of a shell scheme.

TERMS OF PAYMENT — Upon reservation an invoice representing the total amount will be sent by IMEC. Payment is due within 30 days following the date of the invoice.

If rental charges are not paid within the prescribed time, exhibition space will be released and any loss incurred by the organiser by such non-payment shall be made good by the defaulting exhibitor.

**CANCELLATION OR REDUCTION OF EXHIBITION SPACE** — The exhibitor canceling or reducing his reservation of exhibition space after the official application has been accepted by Momentum, will be liable to pay the following fees:

If the space can not be reallocated to another company:

- 50% of the total rental rate, if the cancellation or reduction request is received in writing before 1 May 2009;
- 100% of the total rental rate, if the cancellation or reduction request is received in writing after 1 May 2009.

If the space can be reallocated to another company, the exhibitor will receive a full refund of deposits paid, less administrative fees of 10 % of the total rental rate, with a minimum of 100 EUR.

Any refunds of deposits paid will be made after the conference but not later than 31 December 2009. The exhibitor will not be entitled to any interest that the organiser may have derived from deposits made by the exhibitor. All bank charges, including sender's and receiver's charges, resulting from a refund related to cancellation or reduction of exhibition space will be at the charge of the exhibitor.

**POSTPONEMENT OR ABANDONMENT** — The organiser reserves the right to postpone the conference including the technical exhibition, or to transfer it to another site, if unforeseen circumstances warrant such action. Should any contingency prevent the holding of the exhibition, the organiser will not be held liable for expenses incurred other than the cost of rental of exhibition space.

**BANKRUPTCY OR LIQUIDATION** — In case the exhibitor becomes bankrupt or enters into liquidation other than for the purpose of reconstruction or merger, or has a receiver appointed, the organiser shall be at liberty to terminate immediately the contract with the exhibitor, to cancel the allocation of exhibition space to the exhibitor and to forfeit all sums paid by the exhibitor.

**SECURITY AND INSURANCE** — Neither the organiser nor its contractors shall be responsible for the safety of any exhibit or other property of the exhibitor or of any person. Neither the organiser nor its contractors shall be responsible for the loss, damage or destruction by any cause of the exhibits or other property, or for loss, damage or injury sustained by any exhibits or any other persons. The exhibitor shall indemnify the organisers or its contractors to third persons, as a result of any act or omission of the exhibitor, his staff, agent or personnel hired on a temporary basis to staff the exhibition stand. As the organiser and its contractors will accept no responsibility for any of the foregoing matters, the exhibitor should effect his own insurance against any risk of loss, damage, injury or liability. The exhibitor agrees not to pursue the organiser for any previously listed risks.

**ADVERTISING** — All printed matter or advertisements of any kind, including information on display or intended for distribution in the exhibition area or on the premises of the conference centre is strictly limited to the exhibitor's stand or the space hired by the exhibitor. Failure to observe this procedure, in particular regarding distribution of promotional documents in the vicinity of entrances or exists or without the written permission of the organiser, shall render the exhibitor liable to an advertising fee of up to 25 % of the total exhibition space cost.

**DISPOSAL OF WASTE** — It is the responsibility of the exhibitor to ensure that all debris and waste material including boxes for packaging arising from his stand construction and stand dismantling are completely removed from the exhibition area prior to the opening of the exhibition and at the end of the conference. Failure to comply with this procedure shall render the exhibitor liable for the cost of clearance by the organiser or its contractor.

**SPECIAL HAZARDS** — Any exhibit which may be regarded as constituting a special risk or hazard must be notified to the organiser as soon as possible and not later than 1 July 2009. The exhibitor must at his own expense comply with any conditions or safety precautions the organiser, venue licensor or local authorities may impose.

**HEALTH AND SAFETY AT WORK** — It is the responsibility of the exhibitor to ensure that his employees, exhibition staff and temporary staff comply with the latest legislation regarding health and safety at work. The organiser bears no responsibility for non-compliance to this rule by the exhibitor.

**DISMANTLING** — The exhibitor must vacate his exhibition space within the time specified by the organiser for exhibition dismantling. The exhibitor failing to do so will be liable for additional rental costs of up to 25 % of the total exhibition space cost.

**NATIONAL AND INTERNATIONAL REGULATIONS** — The exhibitor is to comply to all national and international rules and regulations related to advertising and promotion of all products and services as part of the booth. The organiser bears no responsibility for non-compliance of this rule by the exhibitor.

**PHOTOGRAPHS** — Photographing, sketching or otherwise reproducing articles exhibited, without the authorisation of the exhibitor, is prohibited. However, organisers cannot accept any liability in this matter. It is up to individual exhibitors to enforce the ban on their own stands. Nevertheless, exhibitors cannot object to general views of the exhibition being photographed with the permission of the organisers, nor to the sale or publication of such views.

## **SPONSORSHIP**

SPONSORSHIP ITEMS — Confirmation of request for reservation of sponsorship items is only valid when made in writing by the company to the organiser, by returning a completed and signed Sponsorship booking form. Once the signed booking form for sponsorship items has been accepted by the organiser, it becomes legally binding for the company. The total sponsorship rate is payable by the company upon booking and shall be paid within 30 days of the date of the invoice.

CANCELLATION OF SPONSORSHIP ITEMS — after their official booking has been accepted by the conference secretariat.

If the sponsorship item can be resold to another company, the company will receive a full refund, less administrative fees of 10 % of the total sponsorship rate.

If not resold, the company will be liable to pay the following fees:

- 50 % of the total sponsorship rate, if the cancellation request is received in writing before 1 May 2009;
- 100 % of the total sponsorship rate, if the cancellation request is received in writing after 1 May 2009.

Any refunds of deposits paid will be made after the conference but not later than 31 December 2009. The company will not be entitled to any interest that the organiser may have derived from payments made by the company. All bank charges, including sender's and receiver's charges, resulting from a refund related to cancellation of sponsorship items will be at the charge of the company.

## **ADVERTISING SPACE**

ADVERTISING SPACE — Confirmation of request for reservation of advertising space is only valid when made in writing by the company to the organiser, by returning a completed and signed Advertising order form. Once the signed order form for advertising space has been accepted by the organiser, it becomes legally binding for the company. The total advertising space is payable by the company upon booking and shall be paid within 30 days of the date of the invoice.

CANCELLATION OF ADVERTISING SPACE — after their official booking has been accepted by the conference secretariat.

If the advertising space can be resold to another company, the company will receive a full refund, less administrative fees of 10 % of the total advertising rate.

If not resold, the company will be liable to pay the following fees:

- 50 % of the total advertising rate, if the cancellation request is received in writing before 1 May 2009;
- 100 % of the total advertising rate, if the cancellation request is received in writing after 1 May 2009.

Any refunds of deposits paid will be made after the conference but not later than 31 December 2009. The company will not be entitled to any interest that the organiser may have derived from payments made by the company. All bank charges, including sender's and receiver's charges, resulting from a refund related to cancellation of sponsorship items will be at the charge of the company.