

BOOKING FORMS

52nd Annual Meeting of the European Association for the Study of Diabetes

Munich 12–16 September 2016

www.easd-industry.com



Please complete and return this form as soon as possible (first-come, first-served basis) to:

INTERPLAN AG

Katharina Krines, Landsberger Str. 155 80687 Munich, Germany

STAND Booking Form

Tel.: +49 (0)89 54 82 34 748 Fax: +49 (0)89 54 82 34 45 Email: k.krines@interplan.de



]	We herewith book sqm exhibition space (blank floorspace only) at the 52 nd EASD Annual Meeting (Exhibition 13 – 15 September 2016)
	Price per sqm 650 € + 2.50 € waste disposal fee subject to statutory sales tax according to European regulations.
	Minimum size 9 sqm. Our stand should have the following specifications (e.g. measurements, closed left side, Peninsula etc.):

We would like to be placed in not directly beside directly beside the following companies:

We intend to use our own system stand or popup wall

We intend to rent a system stand via INTERPLAN

Company	Department	Department			
company	Dopuration				
Address	ZIP	City	Country		
Contact person for organisation details	Pos./Function	1			
Phone/Extension	Fax				
Invoice-Address (if different)					
Order number	E-Mail				
This application is a binding agreement depending on availability. will be sent out together with the contract. By signing this form we, our directors, principals and employees contained therein and the rules and regulations of INTERPLAN and I have been informed that all data collected in the context of my	and our contractors accept the location. P.T.O. for info	ot the contents of the prosp rmation regarding data prot	ectus, including all terms and conditions, rules and regulations ection.		

Data-Protection Act). Conveyance of my data to third parties is fundamentally prohibited. I do, however, consent to allow the usage and conveyance of my data to co-workers, sponsors and co-promoters of the INTERPLAN AG insofar as these individuals are directly involved in the organisation and sequence of the above mentioned event and insofar as the organisational sequence necessitates such usage and conveyance. Of course, all involved persons are obliged to abide by the regulations specified by the BDSG. If you wish to revoke permission only to convey your data to third parties, please write to INTERPLAN AG, Landsbergerstr. 155, 80687 Munich or database@interplan.de

City,	date
only,	uutu

Stamp/Signature

I have been informed of my right to refuse to allow my data to be used for the purposes of advertising and marketing according to § 28 3 BDSG. I have also and especially been informed that I can revoke, at any time, my permission to use my personal data for advertising purposes. If you wish to revoke permission only to convey your data to third parties, please write to INTERPLAN AG, Landsbergerstr. 155, 80687 Munichor database@interplan.de

Stamp/Signature



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SYMPOSIUM Booking Form

We herewith book a Symposium on the occasion of the 52nd EASD Annual Meeting:

Monday, 12 September 2016	First choice		Second choice		
	Room capacity < 500	Room capacity > 500	Room capacity < 500	Room capacity > 500	Expected number of participants (requested capacity of the room)
Morning slot	32,500 €	37,500 €	32,500 €	37.500 €	pax
Afternoon slot	37,50	01 (T)2,500 €	37,50	2,500 €	pax
Full day	☐ 70,00 0€	80,000 €	□ 70,000€	0HT 2,500 € 80,000 €	pax
Wednesday, 14 September 2016	First	choice	Second	l choice	
	Room capacity < 500	Room capacity > 500	Room capacity < 500	Room capacity > 500	Expected number of participants (requested capacity of the room)
Evening slot	regular		regular		-
	37,500 €	1 42,500 €	37,500 €	42,500 €	
	redu	iced	redu	iced	
	27,500 €	🔲 32,500 €	27,500 €	32,500 €	рах

First o	choice	Second	l choice	
Room capacity	Room capacity	Room capacity	Room capacity	Expected number of participants
< 500	> 500	< 500	> 500	(requested capacity of the room)
reg	ular	reg	ular	
37,500 €	42,500 €	37,500 €	42,500 €	
redu	iced	redu	iced	
27,500 €	32,500 €	27,500 €	32,500 €	рах
	Room capacity < 500 reg 37,500 € redu	< 500 > 500 regular	Room capacity < 500	Room capacity < 500

All prices quoted are subject to statutory sales tax according to European regulations.

Company	Department	Department				
Address	ZIP	City	Country			
Contact person for organisation details	Pos./Function	n				
Phone/Extension	Fax					
Invoice-Address (if different)						
Order number	E-Mail					
This application is a binding agreement depending on availability. INTERF will be sent out together with the contract. By signing this form we, our directors, principals and employees and o contained therein and the rules and regulations of INTERPLAN and the lo I have been informed that all data collected in the context of my regist Data-Protection Act). Conveyance of my data to third parties is fundament and co-promoters of the INTERPLAN AG insofar as these individuals are sequence necessitates such usage and conveyance. Of course, all involv	ur contractors acce cation. P.T.O. for inf ration will be treated ntally prohibited. I do directly involved in th	pt the contents of the prosp ormation regarding data prot d according to the regulation p, however, consent to allow the organisation and sequence	ectus, including all terms and conditions, rules and regulations ection. s specified by the Bundesdatenschutzgesetz (BDSG = Federal the usage and conveyance of my data to co-workers, sponsors of the above mentioned event and insofar as the organisational			

If you wish to revoke permission only to convey your data to third parties, please write to INTERPLAN AG, Landsbergerstr. 155, 80687 Munich or database@interplan.de

City, date

Stamp/Signature

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Stamp/Signature



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INTERPLAN AG

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INDUSTRY MINI SYMPOSIUM Booking Form

We hereby like to book a Mini Symposium for the 52nd EASD Annual Meeting:

Wednesday, 14 September 2016		Thursday, 15 September 2016	
	Room capacity < 150		Room capacity < 150
Evening slot 19:00 –20:00	25,000 €	Evening slot 19:00 –20:00	25,000 €

All prices quoted are subject to statutory sales tax according to European regulations.

Company	Department		
Address	ZIP	City	Country
Contact person for organisation details	Pos./Function		
Phone/Extension	Fax		
Invoice-Address (if different)			
Order number	E-Mail		

This application is a binding agreement depending on availability. INTERPLAN AG has the right to adjust the requested item according to the overall conception. A corresponding invoice will be sent out together with the contract.

By signing this form we, our directors, principals and employees and our contractors accept the contents of the prospectus, including all terms and conditions, rules and regulations contained therein and the rules and regulations of INTERPLAN and the location. P.T.O. for information regarding data protection.

I have been informed that all data collected in the context of my registration will be treated according to the regulations specified by the Bundesdatenschutzgesetz (BDSG = Federal Data-Protection Act). Conveyance of my data to third parties is fundamentally prohibited. I do, however, consent to allow the usage and conveyance of my data to co-workers, sponsors and co-promoters of the INTERPLAN AG insofar as these individuals are directly involved in the organisation and sequence of the above mentioned event and insofar as the organisational sequence necessitates such usage and conveyance. Of course, all involved persons are obliged to abide by the regulations specified by the BDSG. If you wish to revoke permission only to convey your data to third parties, please write to INTERPLAN AG, Landsbergerstr. 155, 80687 Munich or database@interplan.de

City,	date
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Stamp/Signature

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Stamp/Signature

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IMPORTANT COMPANY DETAILS

Company address to be mentioned in the contract:

Company:		
Address:		
ZIP:	City/Country:	
Postal address the contract has to b	pe sent to (in case there is another contact person):	
Company:	Contact person:	
Address:		
ZIP:	City/Country:	
Invoice address (important: complete co	mpany name, e.g. Company XY GmbH & Co. KG):	
Company:	Contact person:	
Address:		
ZIP:	City/Country:	
Value added tax identification numb	er (only for companies of the EU):	
If a VAT ID is not existing, please foward us the or Order number necessary:	original of a Certification of Residence by post as a proof of your local Tax Authority Agency that your company is registered as a taxable entity.	
	Order number will be provided later on (within 4 weeks after booking at the latest)	
Postal address the invoice has to be	e sent to (e.g. address of the sales representative):	
Company:	Contact person:	
Address:		
ZIP:	City/Country:	
Company name to be mentioned at t	the Advanced Programme and on the website:	
	support by the supporter should be disclosed during the announcement as well as during the duration of the ra. (5) FSA Code of Conduct Healthcare Professionals / §28 AKG Transparency Codex.	
Contact details of the stand builder:		
Company:	Contact person:	
Address:		
ZIP:	City/Country:	
	are not submitted, Interplan AG will use only the previously known data and cannot guarantee the contentual completeness and correctness of ess will incur a processing fee of up to 150 € (net)!	
This application is a binding agreement depending on availability. INTERPLAN AG has the right to adjust the requested item according to the overall conception. A corresponding invoice will be sent out together with the contract. By signing this form we, our directors, principals and employees and our contractors accept the contents of the prospectus, including all terms and conditions, rules and regulations contained therein and the rules and regulations of INTERPLAN and the location. P.T.O. for information regarding data protection. I have been informed that all data collected in the context of my registration will be treated according to the regulations specified by the Bundesdatenschutzgesetz (BDSG = Federal Data-Protection Act). Conveyance of my data to third parties is fundamentally prohibited. I do, however, consent to allow the usage and conveyance of my data to co-workers, sponsors and co-promoters of the INTERPLAN AG insofar as these individuals are directly involved in the organisation and sequence of the above mentioned event and insofar as the organisational sequence necessitates such usage and conveyance. Of course, all involved persons are obliged to abide by the regulations specified by the BDSG. If you wish to revoke permission only to convey your data to third parties, please write to INTERPLAN AG, Landsbergerstr. 155, 80687 Munich or database@interplan.de		
	Stamp/Signature	
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Stamp/Signature



RULES AND REGULATIONS

How to book

To book any of the items mentioned, please fill in the corresponding booking form, sign it by hand and return it to INTERPLAN via e-mail. Also please include the form "important company details". Kindly note that submitting the booking form is already a binding agreement and a later cancellation will cause costs (see "Cancellation Terms").

Exhibition: As a next step after returning the order form, you will receive a proposal for a specific stand space. After you've confirmed the position, the contract and invoice will be sent out by post mail and the link to the Industry Service Center will be sent to you by e-mail. On the Industry Service Center you will find the exhibition service manual and further order forms, for example for shell scheme stands, furniture and further stand equipment.

Symposia: As a next step after returning the order form, you will receive an order confirmation. Later on, the contract and invoice will be sent out by post mail. INTERPLAN will provide you with all necessary organisational details as soon as they are available.

Payment Terms

The invoice for 100% of the amount will be sent out in January 2016. The following terms of payment apply:

50% of the total amount will be due within 30 days after receipt of the invoice 50% of the final balance will be due by 2 June 2016, prior to the Meeting

All payments must be made in Euro (€) subject to statutory sales tax according to European regulations.

Cancellation Terms

Notification of cancellation or reduction of stand space must be submitted in writing.

Cancellation or reduction of stand space will be accepted until 1st November 2015 with a penalty charge of 20%. Cancellation or reduction of stand space will be accepted until 15th March 2016 with a penalty charge of 50%. Cancellation or reduction of stand space will be accepted after 15th March 2016 with a penalty charge of 100%.

The outlined terms shall be equally valid for contracts signed past the cancellation deadlines.

Official Currency / VAT Regulations

All exhibition and sponsoring costs are quoted in Euro (€). All prices quoted are subject to statutory sales tax according to European regulations. Place of performance and venue of jurisdiction is Munich. The law of Germany applies. For further details, please refer to the Regulations for EASD Meetings and the General Conditions of the location.

Country Laws / Pharma Code

The society would like to have a conflict-free advertising environment and reserves the right to cancel advertising efforts.

Sponsors and exhibitors are advised to consider the codes of conduct for pharmaceutical and medical companies. Furthermore it is important to adhere to the country-specific compliance regulations on the application of medical devices, exemplified FSA/AKG/EFPIA, BVmed/Eucomed, EACCME/CME, code of medical ethics of the Local State Chambers of Physicians (national) and provisions of national law, e.g. HWG and provisions of international law.

According to the specifications of § 20 (5) of the FSA-Code expert groups/AKG-regulations, we will disclose on request the condition and the extent of the support through the exhibitor/sponsor on the announcement as well as during the congress. If you would like to disclose this for your company, please indicate it on the form "Important Company Data".

Restrictions for Company Activities

During the entire period of the EASD Annual Meeting, companies are not permitted to run any scientific related activities (all scientific symposia and promotional events with invited speakers and/or presented data/case studies as well as all educational events or practical workshops).



RULES AND REGULATIONS

Information for Exhibitors

The Exhibition Manual will include all further regulations according to your booth construction and activities during the opening times. If you need any further information you're also welcome to contact us at any time.

INTERPLAN reserves the right to deviate from the requested size within a narrow tolerance due to onsite conditions.

Waste disposal fee: Please note that a waste disposal fee of $2.50 \in$ per square meter will be charged. It includes general hall cleaning of aisles and common areas. Cleaning and waste disposal on your stand space during the set-up, break-down as well as on the exhibition days needs to be ordered additionally.

Co-Exhibitor fee: Exhibitors wishing to assign any part of the confimed exhibition space to another company can accept the other company as Co-Exhibitor. The fee is $1,300 \in$ and the Co-Exhibitor is entitled to an editorial entry in the Exhibition Catalogue and 2 exhibitor registrations.

Allocation of stand spaces at the Industry Meeting on 1 July 2015

To make the allocation of stand spaces more transparent, a part of the stand spaces will be allocated during the Industry Meeting. This helps to establish a fair and time-saving allocation process.

Criteria for admission

- sponsor or exhibitor of the current year
- binding commitment via booking form(s) for Exhibition space and Symposia submitted by 15 June 2015 at the latest
- minimum investment (total of Exhibition space and Symposia) 40,000 €

Bonus: listing as supporting partner with company logo on the website www.easd-industry.com for all companies submitting their booking by 15 June 2015.

Stand allocation procedure: The companies fulfilling the criteria for admission will be divided into four groups according to the amount of their investment in the Congress. Companies will be informed about their group one week prior to the Industry Meeting.

At the Industry Meeting, within each group the order in which companies choose their stand spaces is drawn by lot.

The groups are defined as follows:

- Group 1: 300,000 € and more
- Group 2: 200,000 € 299,999 €
- Group 3: 100,000 € 199,999 €
- Group 4: 40,000 € 99,999 €

All others will be handled on the first-come first-served basis.

Timeline

15 June 2015: Booking deadline for Symposia and Exhibition space to be taken into account for the allocation at the Industry Meeting

- 24 June 2015: Confirmation of allocation groups
- 01 July 2015: Industry Meeting and allocation of stand spaces



GENERAL TERMS AND CONDITIONS

1. Scope of Application

These General Terms and Conditions shall apply to all business relationships between INTERPLAN Congress, Meeting & Event Management AG, Landsberger Straße 155, D-80687 Munich, Germany – hereinafter referred to as 'Interplan' - and all firms operating in the area of the planning, organisation and execution of conferences and events, both within Germany and abroad. Any provisions, supplements, agreements or collateral agreements at variance with these Terms and Conditions shall be valid only if confirmed in writing by Interplan. Any General Terms and Conditions of Business or of Purchase shall not be considered part of the content of a contract unless confirmed in writing by Interplan. The General Terms of Conditions of Interplan shall apply only with respect to business persons as defined in § 310 I of the German Civil Code [BGB].

2. Conclusion of Contract

When Interplan receives a signed registration form it has made available, particularly where exhibition space or a presentation service are concerned, the company will provide a binding contract offer. Interplan can accept this contract offer from the Company involved within a period of two weeks, issuing a written order confirmation.

Upon timely receipt of the order confirmation, a binding contract shall go into effect as between the Company and Interplan.

Even after the contract has been concluded, Interplan reserves the right to exclude individual firms from participation in the event, provided there is importang reason for dealing with the Company in this manner.

3. Assignment of exhibition space

The position of the exhibition space allocated can be gathered from the layout sketch. As a rule, the stand space is allocated in the order in which registrations are received, taking local circumstances into account. Where possible, requests for stand placement in a particular location will be honoured. The stand assignment shall be confirmed in writing.

As planning for the event moves forward, unforeseen circumstances may give rise to slight deviations in space assignments; these deviations may account for up to 10 percent, in terms of the position or size of the individual booths. In the event, this shall not give rise to any claims as against Interplan on the part of the exhibitors affected.

3a. Assignment of presentation facilities

As a rule, presentation facilities shall be assigned on a 'first come, first served' basis. No options on any particular services can be assigned.

Services / implementation

As a matter of principle, the services listed on the registration forms shall be final. While it is possible to incorporate additional services, e.g. the additional placement of advertising materials, within the framework of additional agreements, this must be coordinated with Interplan in advance and approved by Interplan. Interplan shall ensure the implementation and monitoring of the services reserved during the course of the conference. Interplan does not, however, provide any guarantees of the numbers of visitors, of the participation of all announced speakers, or of program contents, nor does it provide any sales guarantees whatsoever.

5. Leasing of booths

Where the contract features the leasing of booths, the following shall apply:

As a matter of principle, only the area itself is hired out. The rental price does not cover any structures, connections and/or equipment. The maximum booth height indicated in the information provided to the exhibitor may not be exceeded. Booth structures and banners may not be positioned in such a way as to impede the promotional advertising of adjoining booths. The back walls of exhibition booths must always be kept clean and free of obstacles, from the floor to the top edge.

The details in terms of booth construction, booth design and/or additional provisions are set forth in the General Information for Exhibitors specific to the conference in question, and/or in the Exhibitors' Manual, and shall be binding upon the Company.

6. Regulations of government authorities

The Company shall have full responsibility for compliance with regulations by government authorities pertaining to fire and radiation protection, and relating to accident prevention. The Company shall guarantee that all specifications and regulations are passed along to all parties concerned, e.g. agencies, trade-fair construction staff, etc., and shall vouch for compliance with these measures on the part of third parties. The internal provisions within the exhibition building, in particular, shall be binding with respect to all exhibitors and their suppliers.

Under the guidelines of the Accident Prevention Working Group [Arbeitsgemeinschaft für Unfallverhütung], the Company shall be under obligation to exhibit only flawless and safe machinery, devices and other equipment, in keeping with the accident-prevention regulations of the trade association in question. The applicable regulations set forth in the Equipment Safety Law [Gesetz über technische Arbeitsmittel] of 24 June 1968 (BGBL B, Page 717) must be observed. The Company shall be liable for all personal injury or property damage arising through machinery, devices, equipment, etc.

Execution of events supplemental to the conference 7.

The following provisions shall apply to the execution of events supplemental to the conference:

In the placement and execution of events supplemental to the conference, the topics and competitor situation of parallel events will be taken into consideration where possible. There shall be no claim to a particular time slot, room, or specific location for the exhibition booth.

Interplan shall make efforts to see to it that all information on the events supplemental to the con-ference is published in printed materials distributed for the conference, and on the Internet. To this end, the Company shall covenant to communicate to Interplan, punctually by the agreed date, both the title and agenda for the events supplemental to the conference. Delays in communication may result in non-publication, or incomplete publication, of this information.

As a rule, the same rooms involved in the normal course of the conference will also be available or events supplemental to the conference. The technology and equipment already in place shall be available to the Company. Should the Company request alterations, there shall be no entitlement whatsoever to having these alterations carried out.

In particular, requests expressed in this regard can only be fulfilled if and as time permits. Additional expenses arising as a result of this shall be borne by the Company.

...7. Execution of events supplemental to the conference As a matter of principle, the Company itself shall be responsible for any continuing-education certification offered in connection with events supplemental to the conference, and for the issuance of certificates on location

Incidental expenses

All additional services ordered shall be invoiced separately. Regardless of this, the Company can be asessed a pro rata, lump-sum fee for waste disposal in accordance with the information provided to exhibitors

Expenses incurred for any production of advertising material and brochures, travel expenses for speakers, presentation material, etc., shall not constitute part of the prices set forth under contract and must be borne by the Company itself.

9. Administration/processing fees

The invoicing information required along with the registration forms, together with any data relevant to contractual arrangements and implementation, must be communicated, correctly, to Interplan. If additional administrative expense should be incurred as a result of missing and/or incorrect data, this expense shall be replaced by the Company in an amount not less than a lump-sum processing fee of 150 €.

10. Picture and audio recordings, audio playback

Picture and audio recordings, and broadcasts by the Company or third parties, shall be subject to the consent of Interplan, and of the persons involved. The use of megaphones, loudspeakers or other means of audio playback is prohibited. In any event, care shall be taken that the proceedings of the event are not disturbed. Registration with and payment of fees to GEMA shall be the responsibility of the Company.

Interplan shall be entitled to have photographs, drawings, and film or video recordings of the proceedings of the conference produced, and to use these for advertising or press publications; the Company shall not be entitled to object or assert claims for remuneration in this regard.

11. Force majeure

Given compelling circumstances beyond the responsibility of Interplan, or in the event of force majeure, Interplan shall be entitled to cancel, postpone or shorten the event in question. If, for one of the aforementioned reasons, the event should not take place, then Interplan shall be entitled to retain up to 25% of the invoice amount by way of general expenses. A claim by Interplan as against the Company above and beyond this amount shall arise only if the Company has commissioned special, additional work as the result of which expenses have been incurred.

12. Non-disclosure

The Parties hereto hereby covenant, throughout the entire duration of their collaboration, and following termination of this Contract, to maintain absolute confidentiality and strict silence towards third parties with regard to all proceedings and data meriting protection. Each Party shall assign this obligation to those persons and assistants involved in the tasks provided for hereunder, and shall likewise place these individuals under an obligation of strict silence.

13. Data-protection clause

Interplan treats all person-related data in accordance with the provisions of law, and particularly in accordance with the requirements of the German Federal Data Protection Act [Bundesdatenschutzgesetz].

The collection, storage and processing of personal data is an indispensable component of registration for the respective conference or event.

This takes place exclusively for the purpose of organising and carrying out the conference or event in question. These data are passed along only to such third parties as are directly involved in the conduct of the conference or event, and where organisational concerns require this. (E.g. organisers, conference centre, suppliers for the trade fair/for presentation services.)

With his or her signature upon the Interplan registration form made available by Interplan, the signatory declares his or her consent that the personal details entered on the form may be collected, stored, processed and, as required, made available to third parties, e.g. the organiser, within the scope of preparing for and carrying out the conference in question.

Interplan is required by law to obtain the consent of the Company for the collection, storage and pro-cessing of personal data. If the Company should fail to grant its consent, Interplan shall be entitled to refuse the Company admission to the conference or event.

14. Collateral agreements

Collateral agreements to a particular contract, or to these General Terms and Conditions, shall be legally binding only if confirmed in writing by Interplan; the situation shall be different if legally unrestricted actual authority or apparent authority obtains.

15. Liability and forfeiture clause

Strict liability on the part of Interplan for initial material defects is hereby precluded.

Claims by the Company as against Interplan shall expire if they are not lodged in writing with the other Party within three months following the deadline.

If Interplan should reject the claim in writing or if it should fail to state its position within two weeks follow-ing assertion of the claim, then the claim shall be considered forfeited unless lodged in court proceedings within three months following rejection or expiry of the deadline.

These deadlines shall not apply to claims by the Company as against Interplan for injury to life, bodily harm, deterioration of health, nor for claims arising out of gross negligence or non-accidental conduct.

16. Final provisions

Even where the Company should maintain headquarters abroad, all legal relationships between the two shall be governed by the laws of the Federal Republic of Germany; the applicability of the United Nations Convention on Contracts for the International Sale of Goods in its respective iteration is hereby precluded.

Any disputes arising hereunder shall be resolved before a court of law having jurisdiction in the city in which Interplan maintains its headquarters.