



EAST AFRICAN COMMUNITY

**JOINT EAC HEADS OF STATE RETREAT ON INFRASTRUCTURE AND
HEALTH FINANCING AND DEVELOPMENT**

**INCORPORATING SEPARATE INFRASTRUCTURE AND HEALTH SECTOR
INVESTORS AND DONORS ROUNDTABLE AND INTERNATIONAL
EXHIBITION**

21ST TO 22ND FEBRUARY 2018

SPEKE RESORT MUNYONYO

KAMPALA, UGANDA

EXHIBITION GUIDELINES



1. Introduction

The East African Community (EAC) Secretariat in collaboration with Partner States and leading international and regional Partners plans to convene a Joint EAC Heads of State Retreat on Infrastructure and Health Financing and Development at the **Speke Resort Munyonyo** in Kampala, Uganda on 22nd February 2018. The event will be preceded by separate infrastructure and health sector investors' and development partners/donor's roundtable on 21st February 2018, and a joint international infrastructure and health exhibitions on both days. The event is being convened under the theme, "**Deepening and Widening Regional Integration through Infrastructure and Health Sector Development in the EAC Partner States**". The event will be graced by the EAC Heads of State and attended by about 1,000 high-level guests including Ministers, Permanent/Principal Secretaries and Senior Officials from Partner States and representatives from the African Union, Regional Economic Communities, UN Agencies, multi-lateral and bi-lateral development partners, international financing institutions, civil society, and private sector.

2. Participation

We encourage international, regional, national infrastructure and health sector players to participate in the exhibitions. These include but are not limited to: pharmaceutical and medical technologies manufactures and dealers, health insurance companies, regional centres of excellence for healthcare, network of reference laboratories, local traditional/alternative medicine producers, infrastructure, ports, railways, airlines, oil and gas contractors, investment banks, telecommunication companies, civil society organizations, community based organizations, private sector, academic and research institutions and government Ministries, Departments and Agencies.

3. Exhibition packages: categories, exhibition fees and services

The exhibitions shall be categorized as Platinum, Gold and Silver. Registration fees for the respective categories are:

- Platinum = **US\$ 3,000 for 2 days**
- Gold = **US\$ 2,000 for 2 days**
- Silver = **US\$ 1,000 for 2 days**

Platinum category will have a total of 20 booths (measuring 30 X 30 ft ~ 10 X 10 meters)

Gold category will have a total of 40 booths (measuring 20 X 20 ft ~ 6 X 6 meters)

Silver category will have a total of 60 booths (measuring 10 X 10 ft ~ 3 X 3 meters)

The number of booths allocated for each category shall be shared among the infrastructure and health sector at a ratio of 1:1.

Registration and payments should be made through the following bank account by 7th February 2018:

Account number: 8003439;

Name: EAC General Support Project

Currency: US Dollars;

Type: Current Account

Beneficiary Bank

Barclays Bank (T) Ltd

Po Box 14652, Arusha Tanzania

Swift code: BARCTZTZ

(Correspondent name: Barclays Bank New York; Correspondent Swift Code: BARCUS33; Correspondent Account Number: 050-03848-6)

Exhibition space and facilities will be provided to exhibitors on a first come-first serve basis. The range of services provided for the various categories is shown in the chart hereunder:

A. Platinum Exhibitor

- ❖ Speaking opportunity during gala dinner, cocktail or round table discussions;
- ❖ Large size (30 X 30 ft ~ 10 X 10 meters) exhibition booths with executive table and 4 chairs at the Platinum lane;
- ❖ Corporate branding with large size logo on retreat materials, website and media advertisements;
- ❖ Installation of banners at the main conference hall;
- ❖ Full page corporate profile in the retreat booklet;
- ❖ Media facilitation for interviews;
- ❖ Complementary participation of up to 4 company employees;
- ❖ Two reserved seats at the main retreat

B. Gold Exhibitor

- ❖ Corporate branding with medium size logo on retreat materials, website and media advertisements;
- ❖ Medium size (20 X 20 ft ~ 6 X 6 meters) exhibition booths with a table and 3 chair AFTER the Platinum lane;
- ❖ Half a page corporate profile in the retreat booklet
- ❖ Complementary additional 3 company participants;

C. Silver Exhibitor

- ❖ Corporate branding with small logo on the retreat materials, website and media advertisements;
- ❖ Standard size (10 X 10 ft ~ 3 X 3 meters) exhibition booths with a table and 2 chairs after the Gold lane;
- ❖ Quarter page (1/4) company profile in the retreat booklet
- ❖ Complementary participation of 2 additional company representatives

NB: Additional services for the exhibitors:

- i. Exhibitors coming from outside Uganda will be given a waiver/exemption letter by the Government of Uganda to ease movement of materials across the borders
- ii. Each exhibition stall shall be provided power socket, display spotlight and company fascia
- iii. Technical support will be provided for the entire duration of the exhibition

D. Exhibition dates and time

The exhibitions will be on 21st and 22nd February 2018 and run from 08:00 to 17:00 hours each day. Setting up of the stalls is expected to begin on 20th February 2018.

E. Venue

The exhibitions will take place at the Speke Resort Hotel, Munyonyo, Kampala, Uganda.

F. Immigration and customs waivers for exhibition materials

All registered exhibitors shall be supported to transport exhibition materials across the international borders once they declare the nature of materials they intend to exhibit. Exhibitors are therefore required to make such declaration while registering for the event.

G. Contacts

Exhibitors are encouraged to get further details on participation, registration and exhibition fees requirements from www.eacih17.eac.int and to contact the following persons.

EAC Secretariat

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