



12th International PLUS-Forum

**CASH CIRCULATION + SELF-SERVICE.
BANKING AND RETAIL 2021**

PLUS-Forum Participant Guide

Dear participants of the PLUS-Forum!

We want to make your participation in the PLUS-Forum as effective and fruitful as possible!

Please find below a list of preparatory steps a PLUS-Forum Sponsors/Partners need to take:

- ① Confirm your participation by e-mail
- ② Choose a model of participation and an exhibit space
- ③ Send us your company details to draft an agreement
- ④ Agree upon and sign off the agreement
- ⑤ Send us your company logo in the vector format and company profile in the Russian and English languages to be downloaded in the PLUS-Forum mobile application and website. If you have participated in the PLUS-Forum before, please check the relevance of the company profile and logo published on our [website](#)
- ⑥ If the chosen option of **participation includes a presentation**, send the speaker's name, position, photo, and short CV in Russian and English and the topic of the presentation
- ⑦ No later than two weeks before the event, submit your presentation (formatted as 'widescreen 16:9')
- ⑧ Complete and return a stand booking form received from the official developer (zastroyka@plus-alliance.com)
- ⑨ No later than 14 days prior to the event, **register the company employees** who will work at the PLUS-Forum
- ⑩ On the eve of the day of stand assembly, complete, sign and print in triplicate the Equipment Delivery Memorandum and take it with you on the day of assembly (the memo will be also your pass to enter the PLUS-Forum territory)

**Let's make this forum
unforgettable!
See you at the PLUS-Forum!**

Contacts international PLUS-Forum Steering Committee:

**DEPUTY CHAIRMAN FOR SPONSORSHIP
AND PARTNER PARTICIPATION:**

Konstantin Grizov

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DELEGATE PARTICIPATION COORDINATOR

Alexey Yurkin

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SPEAKERS COORDINATOR

Eka Mamasakhlisi

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Cell.: +7 926 524 5043

E-mail: ceo_assist@plusworld.ru

See the PLUS-Forum venue on the map here

MAP



Useful information

USE ADDITIONAL MARKETING TOOLS FREE OF CHARGE:

- To draw attention of your target audience, email your announcements to news@plusworld.ru to have them **published** in the **PLUS Daily** column, daily newsletter and **social networks**.
- Inform your clients that you are a PLUS-Forum Sponsor or Partner through a PLUS-Forum participant **banner** on your corporate website and in the e-mail signatures of your staff.
- Send your customers an **invitation** to your stand at the PLUS-Forum.

VISA, TRANSFER, ACCOMMODATION:

- Special rate for accommodation in **Radisson Slavyanskaya Hotel & Business Center**
IMPORTANT! Please take care of your visa support reasonably in advance!
We are glad to provide necessary documents.

FAQ

- How to invite customers quickly and effectively? | →
- Are there any other / supplementary marketing opportunities? | →
- How to make an eye-catching stand to attract attention of the delegates? | →
- The rules for delivery/ removal of equipment. | →
- How will meals be organized? | →
- How to get to the venue? | →

OTHER FAQ



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26–27 April 2021

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Useful Contacts

PRINTING SERVICES

BEST QUALITY DESIGN

If you want to colorfully decorate your booth, use the services of the advertising and production company Best Quality Design (BQD), which is part of PLUS-Alliance!

Our professionalism and many years' experience will help you implement the most complex projects.



Marina Grizova

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www.bqdesign.ru

SERVICES

LOGISTICS COMPANY

FL GROUP

If you need assistance in the delivery of goods, entrust this task to our logistics partner – FL Group will cope with it better and faster than anybody else!



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SERVICES

TRANSLATION, EDITING AND PROOFREADING SERVICES

PLUS LINGUISTIC CENTRE

If you need a professional translation of a text of whatever complexity as soon as possible with high quality guaranteed, we recommend the services of our Translation Bureau! Skilled translators with many years of experience and in-depth knowledge of industry specifics will help you.



Tel: +7 495 961 10 65

E-mail: translate@plusworld.ru

SERVICES