LEAD RETRIEVAL SYSTEMS
INDUSTRY SATELLITE SYMPOSIA

The CTI Meeting Technology Lead System is a state-of-the-art, fast and easy system for companies/societies to record contact information. The Lead technology runs with an app and uses a high quality bar code scanner attached to an iOS mobile device (iPod touch).

Lead Retrieval System

Rent pre-installed iPod touch devices equipped with the barcode scanner. The companies/societies configuration is preloaded upon collection onsite.

By simply scanning a visitor's badge with the iOS device, the contact is entered into the companies/societies visitor database, including relevant product information and added comments. The data is synchronized with the server and can be exported as an excel file through an online platform.

Lead Retrieval Features

- Connect the barcode scanners via the dock connector to an iOS device and take advantage of the fast and advanced scanning experience.

- Immediate access to visitors contact information (name, address and profile information) by scanning their badge with an iPod touch.

- Quick scan mode for scanning delegates at industry and satellite symposia.

- No Wifi needed for the actual scanning process onsite.

- If Wifi is available, data is synchronized continuously.

- Download all data into an Excel file.

CTI MEETING TECHNOLOGY GmbH

Nussdorferstr. 20/22, 1090 Vienna, Austria FN 249 975k HG Wien UID ATU58040266 t +43 1 319 69 99-0 email vienna@ctimeetingtech.com
www.ctimeetingtech.com

Benefits

- User-friendly, light and easy.

- The scanners connected to an iOS device allow companies/societies to be mobile within their reception areas.

- On- or off-line scanning is possible.

- Symposium scanning will be done by well instructed hostesses (included in the rental fee).

- Scanned data is synched to the server on scheduled intervals.

- Data is available as soon as the synchronization is finished.

Scan Option

1. **Symposia scan (Symposium system)**
   the visitor is effortlessly saved into your individual database, but the rental period is limited to a maximum of 3 consecutive hours. Used for special occasions like company satellite or raffle.

Costs to the companies/societies

- The following standard prices are available for companies/societies:

   o € 399,00 net per iPod touch including scanner for symposia scans (maximum rental period of 3 hours). Scan staff is included in this fee.

- These costs are per rented device including the required software systems, staff (symposium scanning only) and an unlimited number of scans / amount of prepared individual data.

- All billing is carried out in advance by CTI Meeting Technology. Payment can be made with Visa, MasterCard & Amex credit cards, or by bank wire transfer.

- Lead systems are rented according to CTI Meeting Technology General Terms & Conditions.

- The cost of lost, damaged or not completely returned hardware will be charged with € 550,00 per scanner, € 550,00 per iPod, € 50,00 per charging cable and € 50,00 per plug.

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Administrative Procedure

1. **Order**
   Please order the required number of iPods as soon as possible, in order to guarantee the availability. **Deadline: 23 OCTOBER 2020.** Requests after this deadline will not be accepted.

2. **Order confirmation**
   After receipt of your order, we will confirm the receipt, invoice and charge the amount due.

3. **Lead capture**
   Devices do not have to be picked up onsite. Our trained staff will meet the companies/societies representative at the session hall 30 – 45 minutes before the symposium officially starts.

4. **Data provision**
   After synchronization with the database you can access, check, print or download your collected data from the online database.

Terms and Conditions

- **GDPR:** Using this service will imply processing of personal data, e.g. when scanning the visitor badges. Note, that any processing of personal data must be in line with GDPR and other applicable data protection laws. By using our service you acknowledge your role as data controller. You are therefore responsible for, and must be able to demonstrate compliance with, the principles relating to processing of personal data (which includes having a legal ground for processing). Please note, that visitors can object being scanned without negative consequence. They must still be granted access to the conference. ESMO Event Terms and Condition are available on the ESMO Website.

- **Data:** Download of the data via the online database (print out of the list or download of an MS-Excel file). Since not all delegates will provide the registration department with the complete contact information, we cannot guarantee the accuracy of the data.

- **Services included:** Quotes are per scanning device, software and an unlimited number of scans.

- **Scanning:** Scanning is only allowed for your industry satellite symposium unless agreed by the organizer.

- **Invoicing:** Invoices for the total purchase amount are sent out after receipt of order. Payment can be made via Visa, MasterCard and Amex credit cards or via bank transfer.

- **VAT:** Quotations excl. 20% Austrian VAT

- **Payment term:** Invoices must be settled within two weeks after receipt, net without any obligations to CTI Meeting Technology. Services cannot be provided unless CTI Meeting Technology received full payment.

- **Order deadline:** CTI cannot accept orders after 23 OCTOBER 2020.

- **Cancellation:** All orders cancelled prior to 30 days of the conference will incur a € 100,00 cancellation fee. Orders cancelled within 30 days of the conference will not be refunded.

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