

LEAD RETRIEVAL SYSTEMS (BADGE SCANNER) ON-SITE INDUSTRY SATELLITE SYMPOSIA

The CTI Meeting Technology Lead System is a state-of-the-art, fast and easy system for companies to record contact information.

Lead Retrieval System

By simply scanning a visitor's badge with the iOS device, the contact details are saved into our database. The data is synchronized with our server and will be sent to the dedicated person in a password-protected excel file within 72 hours after your satellite session.

Important notes:

- Please note that ESMO 2024 on-site delegates may refuse to have their badge scanned. If fully registered delegates give consent to have their badge scanned, the following information is transferred: title*, first name, last name, institute*, department*, city, country, email address. (* not mandatory fields)

*These fields might not be available, as these are not mandatory in the ESMO's registration procedure

Please note that participants wearing an Exhibitor or Industry Satellite badge will only appear in the scan results with basic contact information such as first name and last name.
- CTI is the official provider for badge scanners rental, external badge scanners are not accepted!

Lead Retrieval Features & Benefits

- Quick scan mode for scanning delegates at industry satellite symposia
- No Wi-fi needed for the actual scanning process on-site
- User-friendly, light, and easy to use



Scan Rental information

- The rental period is limited to a maximum of 3 consecutive hours (especially foreseen for satellite symposia slot)
- Badge scanners will be handled by the auditoria door checkers already foreseen in front of the auditoria (two hostesses per entry gate already included by ESMO)
- Door checkers will meet the companies' representative in front of the session auditorium 30 minutes before the symposium officially starts (no need for you to collect the badge scanners directly)

- In case of overflow, the badges of the delegates redirected to the overflow area will not be scanned
- Should you need extra badge scanners on top of the ones that are handled by the auditoria door checkers, this will be possible with a dedicated fee that includes both badge scanner and extra hostess.

Note: Auditoria door checkers are assigned by ESMO, and their role cannot be modified, companies are not allowed to assign extra tasks.



Costs to the companies

The following standard price is available for companies:

<p>Badge Scanner only* (max. 3 hours rental period)</p>	<p>€ 395,00 per badge scanner</p>	<p>This fee is applicable for the badge scanner rental that will be handled by the auditoria door checkers provided by ESMO</p>
<p>Extra badge scanner including extra hostess ** (max. 3 hours rental period)</p>	<p>€ 545,00 per badge scanner</p>	<p>This fee is applicable in case you need extra badge scanner(s) on top of those handled by auditoria door checkers, and will include one hostess per extra badge scanner order</p>

- These costs are per rented device including the required software systems and an unlimited number of scans
- 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

Administrative Procedure

1. **Order**

Please order the required number of scanners as soon as possible, to guarantee the availability.

Deadline: 7 August 2024. 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 pick-up and return**

Badge scanners will be available directly at the auditoria entrance(s) and handled by the auditoria door checkers provided by ESMO. The hostesses will be responsible to pick-up/return the devices.

Door checkers will meet the companies' representative in front of the session auditorium 30 minutes before the symposium officially starts.

4. **Data provision**

We will send you the excel file with the collected data via email, 72 hours after the end of your session.

Terms and Conditions

- **GDPR:** Using this service will imply the 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 the processing of personal data (which includes having a legal ground for processing). Please note, that delegates can object to being scanned without negative consequences. They must still be granted access to Congress. For more information about this, please read the CTI Meeting Technology [privacy policy](#).
- **Data:** Since not all delegates will provide the registration department with 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 (staff if applicable)
- **Scanning:** Scanning is only allowed for your industry satellite symposium
- **VAT:** Not applicable
- **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. All payments made by credit card will be assessed a 5% processing fee, added to the invoice and charged at the time of processing
- **Cancellation:** All orders canceled before 30 days of the conference will incur a € 100,00 cancellation fee. Orders canceled within 30 days of the conference will not be refunded