

EQUIPMENT REQUEST FORM

Please return this completed form to SCS-Europe BVBA

(This will enable us to make sure you have the equipment you require to give your presentation. Requests for special equipment AT CONFERENCE will be billed to the author)

SCS Paper Code Nr: _____

Date: ___/___/___

For my presentation I will need:

- _____ Overhead Projector(s)
- _____ Slide Projector(s) (see remark on slides in the speaker instructions)
- _____ LCD Data Projector(s) (SVGA) (extra cost will be billed to presenter, if two projectors are needed*)
- _____ VCR and Monitor(s) (PAL/SECAM only)
- _____ Other: _____
(will be provided if possible)

(* Prices are available on request, and prices vary according to the number of requests.

(**) It is highly recommendable that authors BRING THEIR OWN LAPTOP in order to avoid possible software conflicts

(***) it is commended that computer presentations are made in POWERPOINT and authors are encouraged to make a copy of their presentation on floppy disk which SCS can use for the SCS Europe website.

Signature