

## VISITOR DATA CAPTURE FORM LEADSCAN ORDER FORM – IG- ADI Team Congress 2015

Our LeadScan systems help connect buyers and sellers by providing you with additional data on visitors to your stand. A simple scan of each attendee's registration badge unlocks valuable contact information that's linked to the barcode on every attendee's badge.

Small, handheld scanners that store all your leads in its internal memory, giving you a convenient, portable, wireless form of lead storage.

The hand-held barcode scanner system is simple and easy to use. At the end of the event we will retrieve sales leads you have scanned and supply data to you via email within 2 working days of the end of the event.

### OPTION ONE – Standard Scanning



#### Collect Vital Attendee Information

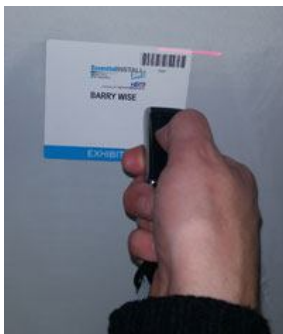
- A simple scan of each attendee's ID registration badge unlocks the valuable contact information that's linked to a barcode on every attendee's badge

#### Follow up with prospects faster

- Easily identify key sales and marketing actions required after the show that are vital to closing business

### OPTION TWO – Advanced Scanning with 'call to action' sheet

PIC 1



PIC 2



#### Collect Vital Attendee Information

- A simple scan of each attendee's ID registration badge unlocks the valuable contact information that's linked to a barcode on every attendee's badge

#### Identify potential leads

- Get the customised demographic and sales data you need to qualify prospects fast and analyse your tradeshow ROI. A list of 20 barcodes that you can assign to any type of call to action can be associated with each attendee that you scan

#### Follow up with prospects faster

- Easily identify key sales and marketing actions required after the show that are vital to closing business

(\* depending on event type the actual product supplied may vary from the picture shown).

KEY FEATURES	Standard LeadScan	Advanced LeadScan
Easy to use "no touch" scanning technology for fast lead collection	✓	✓
Customised sales and call to action features		✓
Number of leads stored	2,000	4,000
Automatic time-stamp of each registration	✓	✓
Self-powered with batteries	✓	✓
Portable, wireless form of lead storage that you can take with you wherever you go during the event	✓	✓

**VISITOR DATA CAPTURE FORM** LEADSCAN ORDER FORM – IG- ADI Team Congress 2015

Please enter your company and stand information (please write clearly)

Exhibitor Name: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_  
 \_\_\_\_\_ City: \_\_\_\_\_

Post Code: \_\_\_\_\_ Country: \_\_\_\_\_

PO number (if any) \_\_\_\_\_ Phone: \_\_\_\_\_ Stand No: \_\_\_\_\_

Email: \_\_\_\_\_

Description	Rental Period	Early Bird B4 03/04/15	Standard Price	Quantity	Sub Total
LeadScan Standard Per event	Per event	<input type="checkbox"/> £165	<input type="checkbox"/> £230	1	
Rental per additional scanner		<input type="checkbox"/> £85	<input type="checkbox"/> £120		
LeadScan Advanced with Call 2 Action Per event	Per event	<input type="checkbox"/> £195	<input type="checkbox"/> £270	1	
Rental per additional scanner		<input type="checkbox"/> £100	<input type="checkbox"/> £140		

Please return this form either fax or to the address below, together with a cheque for the total amount of the order including VAT - made payable to: **Index Group or request BACS** or complete your credit card details.

**All credit card payments are subject to a 3% surcharge.**

If the address is different to above please state below

**Credit Details: Name on card:** \_\_\_\_\_

**Credit card number:** \_\_\_\_\_

**Expiry Date** \_\_\_\_\_ **Security code (3 digits)** \_\_\_\_\_

**Note:** Any item requested on site will be supplied subject to availability but will incur a surcharge of 25% of the standard price and payable immediately.

Credit Card  
3%

Sub Total

VAT(20%)

TOTAL

**Please sign and fax this agreement back and we will send you the invoice:**

If you have any questions contact us on the below options:

Index Group,  
 59 Pound Street  
 Carshalton  
 Surrey, SM5 2NH  
 Phone: 0845 612 3640  
 Fax: 0845 458 8491  
 Email:  
 registration@indexgroup.org

Agreement I understand that I am responsible for the proper use and safe keeping of the LeadScan system covered by this agreement and that I will be liable for the loss of or damage to this equipment in the amount of £350 per unit. I agree to pick-up and sign for the equipment on-site at main Registration Desk (exhibitor LeadScan pick-up area) during exhibition build up days. I also agree to return the equipment to the same area at the end of the event to offload and receive sales leads download report (supplied within 2 working days via email only) I understand that payment is due at the time the order for equipment and services is placed. I agree that Index Group shall not be liable for any special, incidental, or consequential damages arising from the loss of lead information as related to Index Group's equipment. In addition I understand that Index Group must receive cancellation requests in writing, at the address on this agreement, no later than 14 business days prior to the opening day of the event. Requests for cancellation that are received by this deadline will be refunded in the amount equal to 75% of the total price of the order. No cancellation requests or refunds will be accepted after this deadline.

Please sign below and fax back on: + 44(0)845 458 8491 (local rate)

Name: (Credit Card Holder or Authorised Signatory)

Signature:

Date:

**Credit card registered address if different to above:**