



The Association of Inhalation Toxicologists (AIT) Conference 2026

Tuesday 22nd to Thursday 24th September 2026 at Eurostars Suites Mirasierra 5*, Madrid, Spain, EU.

There will also be an opportunity to visit the Vivotecnia facility, most likely on Monday 21st June 2026; details are being confirmed; this trip is free of charge.

TRADE EXHIBITION BOOKING FORM

COMPANY NAME (to be used in programme):			
PRIMARY CONTACT NAME:			
TEL:			
E-MAIL:			
INVOICE ADDRESS:			
PURCHASE ORDER NUMBER (if required):			
<i>Please tick this box to confirm that your stand and personnel are covered by Public Liability Insurance.</i>			<input type="checkbox"/>
2 COMPANY EXECUTIVES ATTENDING:			
Name		Special Dietary requirements	
Name		Special Dietary requirements	
Do you plan to join the free of charge visit to the Vivotecnia site, most likely on Monday 21st September 2026? This may require an additional night in the hotel if you are not local:			
Yes, the 2 executives will attend the visit to Vivotecnia: <input type="checkbox"/>		No Thankyou: <input type="checkbox"/>	
I have read and understood the terms and conditions of the AIT meeting (detailed later in this form):			
NAME			
SIGNATURE			
DATE			

We are anticipating attendance numbers in the range of 80 - 120 with opportunities for delegates to visit the exhibits throughout the conference (mainly at refreshment breaks and lunchtimes). The exhibitors will be located in a room adjacent to the conference presentation area, and the exhibitor hall will be the room used for refreshments during break and lunch times.

Exhibit dates and times (may be subject to change as the final program is confirmed): Tuesday 22nd September 2026 – 09:00 to 17:00, Wednesday 23rd September 2026 – 09:00 to 17:00 and Thursday 24th September 2026 – 09:00 to 14:00.

Installation dates and times (may be subject to slight change): The exhibitor stands may be set up from 9am on Monday 21st September 2026 and will remain in-situ throughout the conference (no need to pack the trade stand away overnight; rooms are locked as the AIT leave each day; please note that any items left in the room are not the responsibility of the AIT and are left at your own risk).

Package shipping and storage information:

Ship to:

Covadonga Úbeda (for The AIT Conference),
Eurostars Suites Mirasierra 5*
C/Alfredo Marquerie 43,
28034 Madrid.

T: +34 917 277 900

All boxes, materials and leaflets shipped to the venue for the AIT event will need to be delivered **no more than one working week prior to the meeting start date of 22nd September 2026.**

Additionally, all boxes, materials, leaflets and equipment shipped to the Eurostars Suites Mirasierra will require the following information:

1. Venue Name and Address: As detailed above.
2. On-site contact (**Covadonga Úbeda** [eventos@eurostarssuitesmirasierra.com] is the person designated to receive items) with the word "AIT" on the delivery label. Any packages should have an indication that they are for the attention of Charles Knill/Simon Moore (AIT conference).
3. Name of Conference: "Association of Inhalation Toxicologists (AIT) Conference".
5. Write your company name clearly on the package so they can be transferred to the trade stand room in good time.
5. Date of expected arrival: "Date, Month, Year"
6. Mark: "Box 1 of ____; 2 of ____; ETC."
7. Any special delivery notes.
8. Complete return address.
9. Send the parcel/package tracking number(s) to the Event Manager (**Covadonga Úbeda** [eventos@eurostarssuitesmirasierra.com]) prior to your arrival. This will help with tracking your packages and ensure they are placed in the appropriate location.

Please note the following:

- Eurostars Suites Mirasierra 5* (detailed as "venue" in this document) will not accept packages or shipments arriving cash on delivery (C.O.D).
- Any shipments not prepaid will be refused by the venue and no notification will be made by the venue to the shipper. Additionally, the venue assumes no responsibility for any loss or damage to the packages, boxes or shipments received prior to, or following, the AIT event unless prior arrangements have been made.

Dismantling dates and times (may be subject to slight change): Thursday 5th June 2025 from 14:00.

Please ensure any packages to be collected by your couriers at the end of the event are correctly packed up and labelled. Any items left behind will be disposed of.

TRADE EXHIBITOR BENEFITS:

The AIT values your support and believes that the relationship between your company and the AIT can be a mutually beneficial one. Each exhibiting company will receive the following:

The Exhibitor package is £1800 GBP.

The exhibitor fee includes the following benefits:

- Registration for **two** company executives for the duration of the event inclusive of attendance at the conference presentation sessions (additional executives may attend for a £745 GBP registration fee).
- Visit to the Vivotecnia, Madrid site planned for Monday 21st September 2026 (**optional trip if you are interested; please tick the box on the front page of this form if you want to attend**).
- Complimentary “**elevator pitch**” to the delegates – 2 minutes and 2 PowerPoint slides in a contiguous 20 to 30-minute presentation (i.e., one trade presenter after another). **The PowerPoint slides (up to 2) are to be sent to the AIT Secretary as soon as available to assist with conference materials preparation, but by 21st August 2026 at the latest (aitoxicology@gmail.com).**
- Attendance for 2 people at the Tuesday evening network session (planned paella event weather permitting) and Wednesday evening network reception and conference dinner (22nd and 23rd September 2026 respectively).
- Refreshments and light lunch each day.
- Company listing, logo and company address including a 200-word summary of your products/services published in the meeting program provided to all delegates and invited speakers plus the brochure will be placed on the AIT website in the members area. **200-word summary to be sent to the AIT Secretary as soon as available to assist with conference materials preparation, but by 21st August 2026 at the latest to be included in the program prior to printing (aitoxicology@gmail.com). Missing this deadline may mean your information is not included in the conference program.**
- Complimentary advertising (1 PowerPoint slide) on the marketing loop displayed during all breaks. **Marketing PowerPoint slide to be sent to the AIT Secretary as soon as available to assist with conference materials preparation, but by 21st August 2026 at the latest (aitoxicology@gmail.com).**
- Recognition in all advertising efforts for the meeting once payment has been received.
- One exhibition space (approximately 2m x 1m space) equipped with two tables, two chairs and an electricity power point.
- Delegate pack (**please note that the registered attendee details are not included in the AIT brochure due to the UK General Data Protection Regulation**).
- Inclusion of 1 item of promotional literature in the delegate packs (literature provided by yourselves and handed out by the AIT at registration). **Please bring the leaflet with you or send any literature to the shipping and storage address detailed previously (to arrive a maximum of 1 working week prior to the event start).**
- There is complimentary Wi-Fi throughout the conference centre.
- Recognised as a conference exhibitor on the AIT website for at least 1 year (www.aitoxicology.org) and detailed on the AIT LinkedIn page feed (<https://www.linkedin.com/groups/13654177/>).

Evening reception and network opportunities!

Email: aitoxicology@gmail.com

Website: <http://www.aitoxicology.org>

The Hotel booking link will be sent to exhibitors booking our event as soon as it is released: There is a discounted AIT Group Booking Rate.

The conference hotel is Eurostars Suites Mirasierra 5*. [Hotel link](#).

Trade exhibitors must book the nights required with the hotel directly using the AIT group booking link (to be supplied following booking an exhibitor stand at the AIT event); **if you are attending the Vivotecnia site visit planned for Monday 21st September 2026, you may need to budget to book an additional night at the hotel if you are not local**).

Room rates (bed and breakfast; single occupancy and TAX included): 20th September 2026: €160/night, 21st to 25th September 2026 €230/night. Please feel free to book your rooms at the hotel or nearby using other booking sites if you find a cheaper rate or cheaper options.

PLEASE NOTE: Room reservations can be made using the AIT reduced rate until 21st July 2026. No bookings at the reduced rate will be accepted after this date. In addition, all reservations will have a non-refundable cancellation policy.

Travel

The AIT cannot make any travel arrangements on behalf of trade exhibitors. For directions to the hotel, please see the Madrid public transport details at the end of this document.

Payment Schedule

Once a signed booking form is received by the AIT, an invoice will be sent to you with all invoices payable within **28 days** of the invoice date. For late bookings, all payments must be received by **21st August 2026 at the latest**.

Exhibitors who have not paid in full by **21st August 2026** will not be allocated their exhibition stand and their details will not be included in the conference brochure.

Cancellation charges:

Notification of any cancellation must be made in writing. Once a booking form has been received, irrespective of whether the payment has been made, the following cancellation charges will apply:

- Prior to 19th June 2026 – refund of 75% of the total cost
 - On or after 19th June and prior to 17th July 2026 – refund of 50% of the total cost
 - On or after 17th July 2026 – no refunds will be issued, and any outstanding amounts will be invoiced.
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Terms and Conditions

- Bookings of trade stands & sponsorship/promotional marketing will be administered on a “first-come, first-served basis” with priority given on receipt of full payment.
- All bookings will be acknowledged by email with further particulars and an invoice for full payment in advance of the meeting sent to you by the AIT Treasurer or the AIT Admin Secretary.
- Exhibition space allocation - the Trade Exhibition Co-ordinators (Kay Rush and Charles Knill) reserve the right to make the final allocation with priority given on receipt of full payment.
- All logos (in JPEG format), PowerPoint slides and company summary are to be sent to the AIT Admin Secretary and received by the dates detailed in the “*Trade Exhibitor Benefits*” section (later than these dates risks your company details not being included in the conference brochure).
- All promotional materials to be included in the delegate pack must be taken/sent directly to the conference venue for the AIT to hand out with the delegate packs at registration (see “**package shipping and storage**”).

- Eligible Exhibits: Only the sign of the company whose name appears on the signed booking form may be placed in the stand or appear on any printed list of exhibitors. **The sharing of exhibition space by two or more companies/not-for-profit organisations is not permitted.**
- In the event of it being necessary for any reason whatsoever for the Exhibition to be abandoned, postponed or altered in any way in whole or in part or if the AIT and its appointed agents find it necessary to change the dates or venue of the exhibition or the exhibition layout, the AIT and its appointed agents shall not be liable for any expenditure, loss or damage incurred by an exhibitor resultant upon such change. Nor shall the AIT and its appointed agents be liable for any expenditure, loss or damage resultant upon the intervention of any authority which restricts the use of the premises in whole or in part in any manner whatsoever.
- Public Liability Insurance: All exhibitors must ensure that they have their own Public Liability Insurance for their exhibitor stand and personnel, as well as any stand contractor appointed by said exhibitor, so they are covered by Public Liability Insurance for the duration of the meeting of the AIT.
- All completed booking forms are to be sent to the AIT Admin secretary in pdf format via email to: aitoxicology@gmail.com. Once your booking form has been accepted, you will be contacted by the AIT Admin Secretary.

Sponsorship opportunities are detailed in a separate document – please request this if required.

Local to the conference venue:

Conference venue website: Check in time 3pm, check out time 12pm. Parking free for guests. Gym open 24 hours. Seasonal outside swimming pool. Hotel Suites Mirasierra 5*	Located in the northern part of the capital, in Madrid's financial district, most of the 182 rooms at this establishment have incredible views of the mountain ranges surrounding Madrid. 15-minute drive from Madrid Barajas Airport.
Centro Comercial La Vagunda (11-minute walk) – shopping centre	Royal Palace of Madrid (4.8 miles) – Admission charge
Gran Via (4.5 miles) – shopping street	Church of Saint Anthony of the German (4.4 miles)
Restaurants and bars are close by.	

PUBLIC TRANSPORT TO EUROSTARS SUITES MIRASIERRA 5*

- From Madrid Barajas Airport (22 km): take Metro line 8 from the airport to the Colombia station. Then transfer to line 9 and get off at Herrera Oria (6 stops). Walk 9 minutes down Av. Cardenal Herrera Oria and the hotel is on the first street on the right.

- From Atocha Station (16 km): Take Metro line 1 from Atocha station towards Pinar de Chamartín and get off at Plaza de Castilla. Transfer to line 9 towards Paco de Lucia and get off at Herrera Oria. Then walk 9 minutes down Av. Cardenal Herrera Oria and the hotel is on the first street on the right.

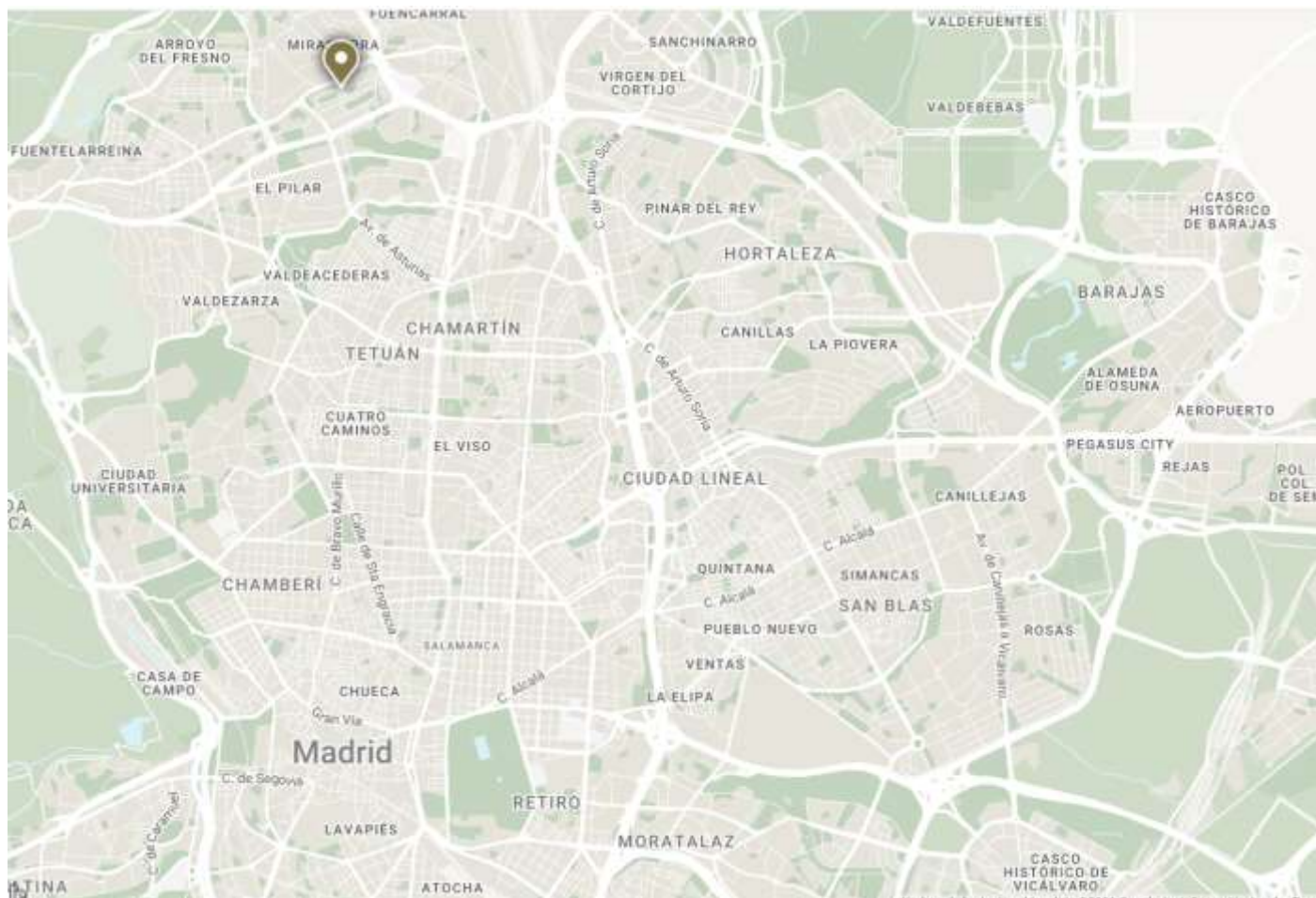
- From Puerta del Sol (15 km): Take Metro line 1 from Sol station towards Pinar de Chamartín and get off at Plaza de Castilla. Transfer to line 9 towards Paco de Lucia and get off at Herrera Oria. Then walk 9 minutes down Av. Cardenal Herrera Oria and the hotel is on the first street on the right.

BY CAR

- From Madrid Barajas Airport (22 km): After leaving the airport take the M-11 towards the centre of Madrid. Continue on the M-11 towards Calle de San Modesto. Get on the M-30 and then the M-607. Take exit 9-A for Av. Cardenal Herrera Oria towards Calle Alfredo Marquerie.

-From Atocha Station (16 km): Leave Atocha Station and head towards Paseo de la R. Cristina, then take Av. del Mediterraneo and get on the M-30 towards the A2/Zaragoza/Airport. Continue on the M-30 and get off on exit 9A

towards Av. Cardenal de Herrera Oria. Take the exit for Calle Alfredo Marquerie and then turn left on Calle de Moralarzal. The hotel is at the end of the street opposite the roundabout.



The AIT is looking forward to seeing you at our conference in Madrid in Spain in September 2026!

Disclaimer:

The AIT has made every effort to ensure that the information in this document is accurate, however all items are subject to change from time to time. The AIT has no control over links that are presented in this file and you visit them at your own risk. The inclusion of any link in this file does not mean that the AIT endorses the activities, products or views of that organisation.