

INPUT DATA		
FB&H 2023		% on Total
FINANCE		
Exchange rate		
CZK / EURO		23,50
INCOME		
Number of delegates (accomp persons EXCLUDED)		400
Early Bird Fee		
STUDENTS BASIC	130	33%
ACADEMICS BASIC	210	53%
INDUSTRY BASIC	60	15%
CONFERENCE DINNER	200	50%
ACCOMPANYING PERSONS	40	10%
Late Fee		
STUDENTS BASIC	0	0%
ACADEMICS BASIC	0	0%
INDUSTRY BASIC	0	0%
CONFERENCE DINNER	0	0%
Speakers, guests, sponsors		
SPEAKERS, GUESTS, SPONSORS	50	13%
Registration fees (incl VAT)		
Early Bird Fee		
STUDENTS BASIC		XXX
ACADEMICS BASIC		XXX
INDUSTRY BASIC		XXX
CONFERENCE DIINER		XXX
ACCOMPANYING PERSONS		XXX
Late Fee		
STUDENTS BASIC		XXX
ACADEMICS BASIC		XXX
INDUSTRY BASIC		XXX
Sponsorship, exhibition, Prague support (excl. VAT)		
SPONSORSHIP		XXX
Coffee breaks		
DAY 1	280	70%
DAY 2	340	85%
DAY 3	340	85%
DAY 4	320	80%
Lunches		
DAY 1	280	70%
DAY 2	340	85%
DAY 3	340	85%
DAY 4	320	80%
Other		
CONFERENCE BAGS	420	XXX
FIRST ANNOUNCEMENT	1000	XXX
SECOND ANNOUNCEMENT	1000	XXX
PROGRAMME BOOK	420	XXX
ABSTRACT BOOK	420	XXX

INCOME

FB&H 2023



INCOME		Exchange rate (CZK/EUR):		23,50			
REGISTRATION FEES		No of paying delegates:		350			
EARLY BIRD FEE		23,5	Fee (CZK; incl VAT)	Fee (EUR; incl VAT)	N Del	Tot (CZK; excl DPH)	Tot (CZK; incl DPH)
STUDENTS BASIC	registration fee						
ACADEMICS BASIC	registration fee						
INDUSTRY BASIC	registration fee						
CONFERENCE DINNER	registration fee						
ACCOMPANYING PERSONS	registration fee						
LATE FEE		Fee (CZK; excl VAT)	Fee (CZK; incl VAT)	Fee (EUR; incl VAT)	N Del	Tot (CZK; excl DPH)	Tot (CZK; incl DPH)
STUDENTS BASIC	registration fee						
ACADEMICS BASIC	registration fee						
INDUSTRY BASIC	registration fee						
SPONSORSHIP, EXHIBITION, PRAGUE SUPPORT							
ESTIMATE							
TOTAL INCOME							



COMMENT:
Exchange rate EUR is only informative, it is subject of change according to valid exchange rate.

BUDGET/ COST ESTIMATE to date:		FB&H 2023, Prague Congress Centre										
PARTNER				VAT rate 1: 15%								
OFFER VALIDITY TILL				VAT rate 2: 21%								
CURRENCY		EUR		exchange rate: 23,50								
SERVICE	DESCRIPTION	VAT %	RATE Kč (excl VAT)	RATE EUR (excl VAT)	DAY 1.	DAY 2.	DAY 3.	DAY 4.	X	nights/ days / hrs / pcs	TOTAL Kč (excl VAT)	TOTAL EUR (excl VAT)
PCC RENTALS, subtotal excl VAT												
details:												
PCC RENTALS	Overall rentals for duration of the conference	21%			1,00				1,0	1,0		
EXTRA SERVICES	(Lift, waste management, security...)	21%			1,00				1,0	1,0		
AV AND TECHNICAL EQUIP., subtotal excl VAT		683 275,00 Kč										
CONFERENCE ROOMS												
AV EQUIPMENT PCC	Sound system and projection to all halls for the duration of the conference, technical assistance.	21%			1,00				1,0	1,0		
REGISTRATION												
REGISTRATION	AV Equipment etc.	21%			1,00				1,0	1,0		
EXHIBITION AND POSTER AREA												
POSTER DESK	Dimensions 2m*1m. Self standing both sided. Including mounting material. Including transportation and set-up and dismantling.	21%			120,00				1,0	120,0		
CONFERENCE MOBILE APPLICATION												
CONFERENCE MOBILE APPLICATION	Mobile app. including complete set up	21%			1,00				0,0	1,0		
PRINTED AND ELECTRONIC MEDIA, subtotal excl VAT		192 300,00 Kč										
SIGNPOSTING												
INFO SYSTEM	Outside signnange, Welcome Banners outside	21%			1,00				1,0	1,0		
details:												
POCKET PROGRAMME	Folded A6, full colour	21%			420,00					420,0		
ABSTRACT BOOK	Format A4,laminated paper, colour print	21%			420,00					420,0		
OTHERS	Tickets, vouchers, chairs, list of participants	21%			1000,00				1,0	1000,0		
BADGES	Printout + cover + lanyard	21%			420,00				1,0	420,0		
CONFERENCE BAGS	Basic conference bag with logo	21%			420,00					420,0		
LOGO AND GRAPHICS TEMPLATE	Graphic works, Pavel Kamrla	21%			1,00				1,0	1,0		
GRAPHIC WORKS	Graphic for the first and second announcement, final program, signposting, print preparations and such	21%			1,00				1,0	1,0		
FOOD AND BEVERAGES, subtotal excl VAT		1 480 600,00 Kč										
details:												
COFFEE BREAK - MORNING	Sweet coffee break	21%			280	340	340	320	1,0	1280,0		
COFFEE BREAK - AFTERNOON	Salty coffee break	21%			280	340	340	320	1,0	1280,0		
LUNCH	lunch	21%			280	340	340	320	1,0	1280,0		
SERVICE CHARGE	125,-CZK person/day	21%			280	340	340	320	1,0	1280,0		
WATER SERVICE	Water Fontains and cups	21%			1				1,0	1,0		
SOCIAL PROGRAMME, TECHNICAL TOURS subtotal excl VAT		740 000,00 Kč										
details:												
WELCOME RECEPTION	Welcome reception	21%			250,00				1,0	250,0		
OPENING CEREMONY	Opening ceremony	21%			1,00				1,0	1,0		
CONFERENCE DINNER AT MLÝNEC RESTAURANT	Buffet menu incl. unlimited consumption of soft drinks, wine and beer.	21%				200,00			1,0	200,0		
	Transport bus 24+1, PCC-Mlýnec-PCC	21%				10,00			0,0	10,0		

SPEAKERS AND GUESTS, subtotal excl VAT											
details:											
INVITED SPEAKERS - KEYNOTES, 5x	Flights Europe	0%		4,00					1,0	4,0	
	Flights overseas	0%		1,00					1,0	1,0	
	Accommodation, 3 nights	15%		5,00	5,00	5,00			1,0	15,0	
	Transfers airport/hotel/airport	21%		5,00			5,00		1,0	10,0	
STAFF, subtotal excl VAT			124 500,00 Kč								
details:											
STAFF - REGISTRATION	English speaking, payments 12 hours/day, price includes uniform and castine	21%		5,00	4,00	4,00	3,00		1,0	16,0	
STAFF - CONFERENCE DINNER	English speaking, payments 8 hours/day, price includes uniform and castine	21%			2,00				1,0	2,0	
HALL ASSISTANTS	Hall assistance to speakers, name changing, programme control. 12 hours/per day	21%		3,00	3,00	3,00	3,00		1,0	12,0	
PHOTOGRAPHER	fixed fee 12hrs/day	21%		1,00	1,00	1,00	1,00		1,0	4,0	
PREPARATION OF THE CONFERENCE MATERIALS, ON SITE SUPPORT	Conference bags, leaflets and such, 12hrs/day	21%		1,00	1,00	1,00	1,00		1,0	3,0	
OTHER SERVICES, subtotal excl VAT			80 000,00 Kč								
details:											
BANK CHARGES	estimate, will be reported post congress	21%			1,00				1,0	1,0	
C-IN DELEGATE SERVICES, subtotal excl VAT			382 000,00 Kč								
details:											
WEBSITE OF THE CONGRESS	Creation of the website	21%			1,00				1,0	1,0	
	Administration	21%			1,00				1,0	1,0	
REGISTRATION AND ABSTRACTS	On-line registration form and software (registration, abstract submission and accommodation on-line). The final amount will be calculated based on necessary level of development. Estimated only.	21%			1,00				1,0	1,0	
	Administration of the on-line registration, accommodation and payment, price per delegate	21%			400,00				1,0	400,0	
	Abstract handling, price per abstract	21%			300,00				1,0	300,0	
C-IN FEE, subtotal excl VAT			685 700,00 Kč								
details:											
AGENCY FEE UP TO 400 DELEGATES	Fee per registered deleget covernig all C-IN personal costs and represinte also C-IN's profit.	21%		400,0					1,0	400,0	
AGENCY FEE OVER 400 DELEGATES	Fee per registered deleget covernig all C-IN personal costs and represintg also C-IN's profit.	21%							0,0	1,0	
SPONSORSHIP MANAGER	10% from actively attracted sponsors by C-IN, 5% for administred only. Estimated amount.	21%							1,0	1,0	
SERVICES TOTAL, excl VAT											
GRANDTOTAL, excl. VAT											
TOTAL, incl. VAT											
Approved by:	Lukáš Čáp Project Development Manager 07.02.2023 C U IN: PRAGUE										
<p><i>cenové vyjádření v EUR není závazné, slouží pro orientaci a odpovídá kurzu ČNB/ devizy střední k danému datu</i></p>											

BALANCE

FB&H 2023



Rate CZK/Euro: 23,50			
BALANCE	Total (CZK, excl VAT)	Total (Euro, excl VAT)	% on total (excl VAT)
COSTS		23,50 €	
MEETING SPACE RENTALS			%
AV AND TECHNICAL EQUIPMENT			
PRINTED AND ELECTRONIC MEDIA			
FOOD AND BAVERAGES			
SOCIAL PROGRAMME			
SPEAKERS, GUESTS, LOC			
STAFF			
OTHER SERVICES			
C-IN DELEGATE SERVICES			
C-IN FEE			
INCOME			
REGISTRATION FEES			
SPONSORSHIP, EXHIBITION, PRAGUE SUPPORT			
BALANCE			