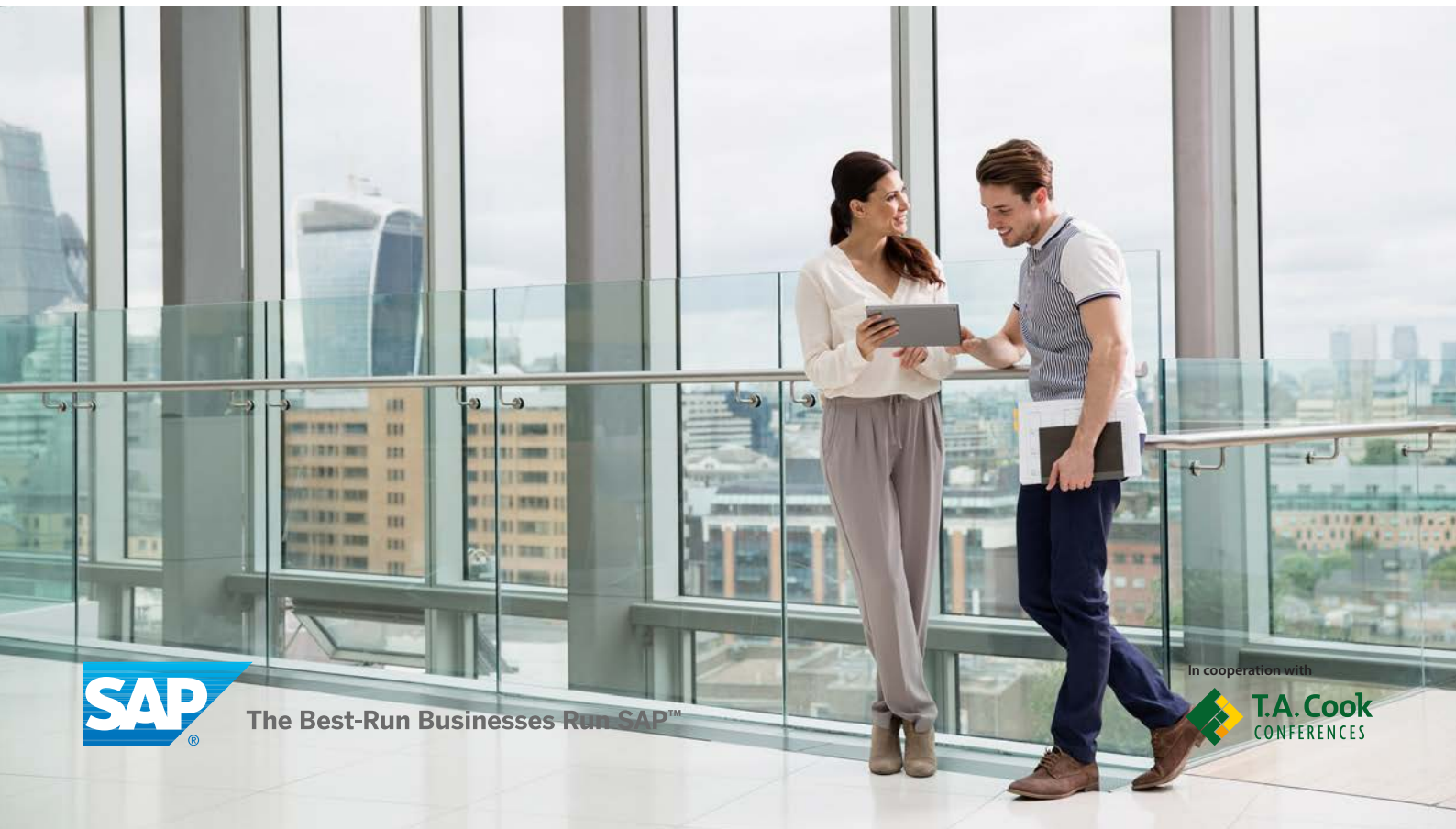


International SAP® Conference on Real Estate Management 2015

September 22 – 24, 2015
Potsdam, Germany



The Best-Run Businesses Run SAP™

In cooperation with



WELCOME

Simplify the Operation of Your Real Estate Assets

These are exciting times for the real estate business. Corporate real estate managers are being forced to handle an increasingly complex portfolio, optimize building occupancy, lower building operating costs, and comply with a broad mix of legal requirements, including financial legal reporting. Commercial real estate managers are under equal pressure to maximize building occupancy, while dealing with major industry shifts impacting them and their tenants. Fact-based analytics are crucial to survive. However, only 28% of respondents in a recent real estate industry study regarded themselves as “well equipped” to meet the various demands placed on them.

To help you deal with these demands, at this year’s event we will feature the brand-new SAP® Smart Business for real estate cockpit, executive edition, and SAP HANA® Live for Flexible Real Estate Management. We believe this technology could be a game-changer for the way decisions are made at all levels of your organization. We will not only show you the new solution in detail but also discuss how it fits with your requirements and teach you how to implement it.

Additionally, the event will bring you the latest trends and facts, provide tips and tricks for successful deployment, and give you concrete opportunities to grow your business. This year’s agenda features case studies from our customers Alliander, a.s.r. Nederland, City of Capetown, Deutsche Annington, Energy Transfer Partners, Gazprom, and Ras Al Khaimah Electronic Government Authority, who will share their experiences implementing and using the SAP Real Estate Management application. In addition, Aareon, CIDEON, COS-33, NPQ, and GBUIITS will showcase their complementary products and services.

For more in-depth discussion, preconference workshops are available for you to learn how to manage real estate end to end, visually manage assets, prepare for upcoming accounting standard changes, and take advantage of the functionality released as part of the 2014 Customer Connection Initiative at SAP. Plus, roundtable discussions will provide an opportunity for you to learn about using design thinking methodology to develop innovative solutions, creating successful key performance indicators for real estate, incorporating intelligent buildings in your organization, and helping to co-innovate and provide feedback on the newly developed real estate cockpit.

We look forward to seeing you at our event in Potsdam and helping you to discover new opportunities to make yours a truly best-run real estate business.

Yours sincerely,



Thomas Anderson
Solution Owner
SAP



Özgür Otluoğlu
Principal Solution Architect for Professional Services,
Construction & Real Estate Industries
SAP



PRECONFERENCE WORKSHOPS

TUESDAY, SEPTEMBER 22, 2015

At these workshops you will review functionality, dive deeper into topics, get practical examples, take part in discussions, go through demonstrations, and have your questions answered. Each workshop provides a unique opportunity to address challenges, discuss them with your peers, and gain valuable guidance from some of the most knowledgeable experts on SAP solutions.

Please note that you cannot switch between the parallel workshops.

This full-day workshop will run 10:00 – 17:00

Workshop 1: Manage Real Estate End to End with Real Estate Lifecycle Management from SAP

During this workshop you will be led through the individual parts of the real estate lifecycle management solution from SAP, see process samples, and hear about customer benefits and references.

In this workshop you will:

- Understand the scope of the real estate lifecycle management solution from SAP
- See process samples in the system for selected business processes
- Hear about the recent solution enhancements

Tom Anderson, Solution Owner, SAP

Elwin Herrebout, Business Development Manager, NPQ

These morning workshops will run 10:00 – 13:00

Workshop 2: From Insight to Action for Real Estate Decision Makers with the New SAP Smart Business for Real Estate Cockpit, Executive Edition

The new Real Estate Cockpit, supports real estate decision makers with reliable, analytical real-time data. It makes drilling down to the underlying detailed transactional data easy and supports collaboration with others.

In this workshop you will:

- Get a detailed overview of the functional capabilities and the configuration of this new cockpit
- Gain insight into the virtual data model, architecture, and content of the underlying SAP HANA Live analytic foundation

Tobias Decker, Product Manager, SAP Innovation Center Potsdam

Ohad Duering, Senior Developer, SAP Innovation Center Potsdam

Workshop 3: IFRS-Compliant Lease Accounting for Property and Non-Property Leases – Challenges for the Business and the Software Solution

The workshop will present the current status of ongoing discussion and open decisions of the International Financial Reporting Standards (IFRS) board. Issues for SAP customers that have to report following the new IFRS leasing standard include:

- How to enter data for and value lease contracts for property and non-property in a uniform and timely manner
- How to manage time-consuming data collection and data entry
- How to achieve cooperation and alignment between different departments
- Analyzing the effects on the balance sheet, which may lead to a change of leasing strategy

The workshop will give you an overview of how SAP will support this challenge. You will discover the software requirements, understand the benefits of implementing the SAP solution, and see a live demo on abstracting leases within the SAP ERP application.

Franz Kehrein, Product Manager, SAP

Thomas Wolf, Service Portfolio Manager, SAP

PRECONFERENCE WORKSHOPS

These afternoon workshops will run 14:00 – 17:00

Workshop 4: Leverage Geographical and Spatial Information for Enhanced Land and Space Management – Manage Your Portfolio and Business Processes with Visual Support

In this workshop you will learn how computer-aided design (CAD) and geographical information systems (GIS) can be used together with the SAP Real Estate Management application to increase efficiency in your daily work. Get an overview of solutions from SAP, SAP Consulting, and SAP partners, including a live demo and concrete customer cases.

In this workshop you will:

- See how visualization of your properties will increase data quality and process efficiency
- Learn what solutions are currently available
- Discover the future trends in visualization and how they will simplify your business

Stephan Albrecht, Principal Consultant & Service Manager GEO.e, SAP

Workshop 5: Customer Connection Initiative for SAP Real Estate Management: Customer Connection 2014 – Information About the Improvements Delivered with This Project

The customer connection process offers our customers the opportunity to suggest small enhancements and improvements (“improvement requests”) to SAP products. The improvement requests selected for development are delivered through SAP support notes or support packages. In our latest customer connection project, our development team provided more than 50 SAP support notes with functional enhancements such as delta reporting in period postings, change log reporting for contracts, groups of responsible parties, and reporting performance. The workshop gives an overview of the customer connection project 2014/2015 within SAP Real Estate Management.

The workshop will include:

- Overview of qualified development requests
- Realization and availability of the new features
- Live demo
- How to find improvements

Dr. Anke Köppe, Product Manager, SAP

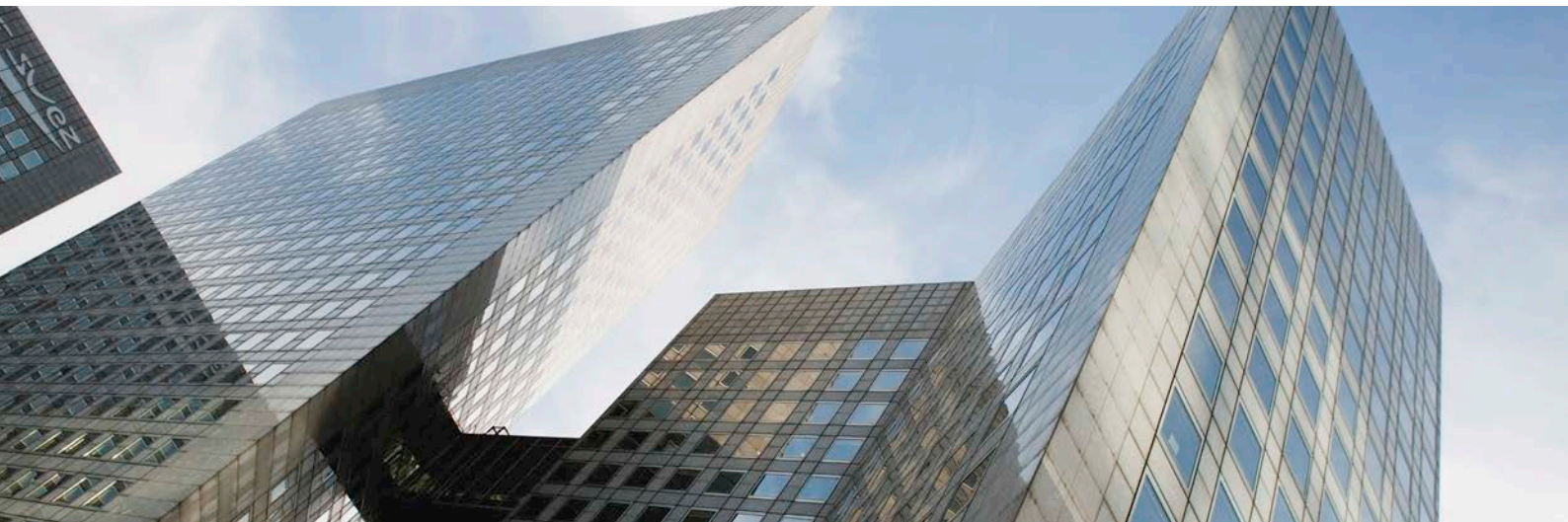
Sabine Toman, Product Manager, SAP

18:30 – Evening Tour at the SAP Innovation Center in Potsdam

Promos invites you to an evening at the SAP Innovation Center site in Potsdam on September 22, 2015.

Experience a fascinating tour of the modern complex on the banks of the Jungfernsee, and learn about current trends and ideas in research and development. Take the opportunity to network and mingle with your peers while enjoying food and drinks in a relaxed atmosphere. A bus shuttle will leave the Dorint Hotel Potsdam at 18:30.

For more information please visit: www.tacook.com/saprealestate



ROUNDTABLE DISCUSSIONS

Roundtable discussions are your opportunity to join with peers as part of small groups, led by SAP experts who will share experiences and project tips and tricks. In these roundtables you can discuss your challenges and issues with highly qualified real estate management experts.

Each roundtable takes place on both days, and you will have the opportunity to participate in two of the following four sessions. Please note that all roundtables run in parallel, and each roundtable discussion lasts for 40 minutes.

Integrated Workplace Management with SAP

During this interactive roundtable, participants will discuss which SAP components they would like to see included in the SAP Real Estate Management application for corporate real estate. Participants are invited to share ideas on where they would like to see SAP invest in its corporate real estate solution and share trends they see within the industry. Possible discussion topics include space management, integrated space planning, mobile applications for room reservations, and using sensors to manage flexible workspaces.

Tom Anderson, SAP

Design Thinking: Look-Think-Do – Why Problems Are Great

During this roundtable, participants will discuss how the Design Thinking methodology works, what different approaches are common, and how it can be used to tackle problems, “ideate,” and create solutions. This approach enables organizations and individuals to innovate and reach a higher performance level. We will discuss requirements, examine the necessary environment, tools, effort, and costs, and share experiences.

Sebastian Derkau, SAP

BIM: A New Paradigm in Design and Construction

Building information modeling (BIM) is a way to represent physical and functional characteristics of a structure using 3D digital models. Additionally, BIM provides an integrated way to manage these digital models generated by the various disciplines involved in a construction project. When the BIM method is used to manage the project, stakeholders can have a 3D view of any part of a building project, along with the scheduling, cost, and (sometimes) maintenance details related to it. Laser-scanned point clouds can be used to integrate the “as-is build situation” into the model of the specific BIM object for any simulation. Through BIM, project owners can better control and shorten processes by allowing people in various roles to collaborate easily and in a timely manner using the same version of project information. Learn more and discuss BIM at this roundtable.

Michael Quadt, SAP

Feedback on SAP Smart Business for Real Estate Cockpit, Executive Edition, with Demo

Be part of the co-innovation process with this cockpit, that was co-innovated with customers to help them better run their real estate operations. In this session, you will have the chance to be part of this co-innovation process and give us feedback on the already implemented functionality. You can also propose future functions and usability improvements.

Dr. Raja Gumienny, SAP Innovation Center Potsdam



For more comprehensive event details, please visit www.tacook.com/saprealestate

AGENDA

WEDNESDAY, SEPTEMBER 23, 2015

08:00	Registration, Refreshments and Networking
09:00	Welcome and Premium Sponsor Introduction Özgür Otluoğlu, Principal Solution Architect for Professional Services, Construction & Real Estate Industries, SAP
09:10	SAP S/4HANA® – The Next-Generation Business Suite <ul style="list-style-type: none">• Discover the strategy for SAP S/4HANA®• Learn about the benefits of the SAP Simple Finance solution as part of SAP S/4HANA• Find out how customers can profit from the strategy for SAP S/4HANA Dr. Jens Krüger, Head of LoB Finance and SAP Innovation Center, SAP
09:50	Real Estate Lifecycle Management Solution from SAP – Leveraging SAP Technology to Simplify the Operation of Real Estate Assets <ul style="list-style-type: none">• Learn about the Internet of Things (IoT) and why it is not a technological hype• Explore how IoT technology from SAP will help you simplify real estate asset management• See how the SAP Smart Business for real estate cockpit, executive edition, tackles Big Data to provide fresh insight into your real estate operations• Get an update on the solution for real estate lifecycle management from SAP• Hear about the future direction of the solution Thomas Anderson, Solution Owner, SAP
10:30	Morning Refreshments and Networking Break
11:00	Sponsor and Speaker Introduction Özgür Otluoğlu, Principal Solution Architect for Professional Services, Construction & Real Estate Industries, SAP
11:15	Integrated Municipal Solution Using SAP Real Estate Management, Land Use Management, GEO.e from SAP, and CIDEON AutoCAD Connector at Ras Al Khaimah Municipality <ul style="list-style-type: none">• Learn how typical business processes around land are covered in this municipality• Hear how citizens and organizations in Ras Al Khaimah can log their request using a portal• Find out how SAP helped to improve customer satisfaction and increase business process efficiency• Understand the project approach and lessons learned Mohammad M. Barhoumeh, Program Manager, and Kola Jagan Moahana Reddy, Project Manager, RAK EGA (Ras Al Khaimah Electronic Government Authority)
11:55	SAP Expert Sessions <p>Please note that these sessions run in parallel, so you have the opportunity to participate in one of the following. Each expert session lasts for 40 minutes. For more details visit www.tacook.com/saprealestate.</p> <ul style="list-style-type: none">• Customer Connection 2014 – Information About the Improvements Delivered with This Project and Development News Dr. Anke Köppe and Sabine Toman, SAP• Simplify Screens with SAP Screen Personas Jörn Lehmann, SAP• Tips and Tricks Configuring the Real Estate Cockpit Dr. Dejan Kovachev and Sanjaya Subedi, SAP Innovation Center Potsdam• IFRS-Compliant Lease Accounting for Property and Non-Property Leases: The Upcoming New International Financial Reporting Standard on Leases Franz W. Kehrein, SAP, and Thomas Wolf, SAP
12:35	Lunch and Networking

AGENDA

WEDNESDAY, SEPTEMBER 23, 2015

14:00	Changing Insights for Real Estate Investment Management Services at a.s.r. <ul style="list-style-type: none">• Get insight into real estate investment management from the perspective of a midsize insurance company• Learn more about the current deployment of SAP Real Estate Management at a.s.r.• Look at the potential for using the SAP HANA platform and peripheral information services Martijn Krull, Manager IT&C, a.s.r. Nederland NV
14:40	Roundtable Discussions <p>Please see page 5 for topics and visit www.tacook.com/saprealestate for more details.</p>
15:20	Afternoon Refreshments and Networking Break
16:00	Demo Jam (Part 1) <p>SAP experts will share live demonstrations and project tips and tricks. The session will cover solutions to common issues, supported by qualified real estate management experts and a live system for demos.</p> <p>Choose one demo from the following. Please note demos run in parallel.</p> <ul style="list-style-type: none">• Enjoy SAP Real Estate Management and Enterprise Asset Management for Facility Management Integration! Elwin Herrebout, FM Insight/NPQ• Visualization Including GIS and the SAP 3D Visual Enterprise Applications Stephan Albrecht, SAP• Discover Helpful Applications to Lighten Your Daily Workload Serge Thuet, COS-33• Facility Management and Customer Service With Aareon's Mobile Services Kerstin Hausmann, Aareon
16:30	Demo Jam (Part 2) <p>Choose one demo from the following. Please note demos run in parallel.</p> <ul style="list-style-type: none">• Faster Journey to Flexible Real Estate Management Using 2Klicks – Saving Huge Cost and Time on Data Management and Efficient Apartment Sales and Tracking Muttanna Sarashetti, GBUITS Innovation• Optimization of Real Estate Processes with a Visual Real Estate Management for SAP: View Your Data in a Whole New Way Heiko Hänsel, CIDEON• SAP Commercial Project Management Application for Capital Projects Özgür Otluoglu, SAP• Manage Expenses for the Maintenance of Common Areas for Commercially Leased Properties (Office Buildings, Industrial Parks, and Retail) Bassam Khalil, SAP
17:00	On the Road to the Future: Implementation of Mobile Processes at Germany's Largest Private-Sector Residential Real Estate Company and Experience Report About Significant Cost Reduction <ul style="list-style-type: none">• Hear about the sustainable cost reduction comparing the "before and after"• Learn how the iPad mini with the easysquare mobile app became the essential work tool for the property managers of Deutsche Annington• Understand how easily you can integrate mobile processes into your SAP ERP application Karsten Rech, Manager, Deutsche Annington Immobilien SE
17:40	Closing Remarks from Chairman
17:50	End of Day One
18:30	Join Us for the Evening Event

AGENDA

THURSDAY, SEPTEMBER 24, 2015

09:00	Welcome Back Özgür Otluoğlu, Principal Solution Architect for Professional Services, Construction & Real Estate Industries, SAP		
09:10	Efficient ROW Lease Management at Energy Transfer Partners Energy Transfer Partners is engaged in the energy management and transportation business through its 70,000 miles of pipeline across the United States. Its pipelines involve extremely complex right-of-way (ROW) and storage leases. <ul style="list-style-type: none">• Learn how complete visibility into lease management processes resulted in improved decision making on existing and new leases• See how Energy Transfer's accurate and timely lease payments to landlords resulted in improved vendor relationship and reduced processing time drastically• Understand how mass changes to multiple leases using 2Klicks resulted in process improvement, and how new rollouts have become much faster and easier with 2Klicks Sirish Dandamudi, Director Enterprise IT and Nawaid Isa, Principal Specialist Applications, Energy Transfer Partners		
09:55	<table border="0"><tr><td>The Journey from Interfaces with SAP Software to Integrated Workplace Management in SAP Software<ul style="list-style-type: none">• Learn how to set up a business case to assess the added value of an integrated workplace management solution in the SAP system in comparison to a point solution for facility management that needs to interface with SAP software• Find out how to align business users (from the facility management department) with IT (SAP)• Discover how to enhance facility management processes using an integral approach with other business services (purchasing, finance, HR)Cor Meijer, Team Manager Finance & Procurement – IT, Alliander</td><td>How Gazprom Neft Leverages SAP Real Estate Management to Manage Real Estate Effectively<ul style="list-style-type: none">• Discover the architecture of our property business processes management solution, SABI• See how we structure the registry of our property, manage information about contracts and property documents, and use additional functionality for property business processes• Learn more about our system of reporting realized with SAP ERP and SAP BusinessObjects™ business intelligence solutions, including dashboards for property managers and automation of key performance indicators• Hear about the integration of SABI and ArcGIS for providing access to images of industrial objects on maps• Understand the benefits of implementing the SAP solutionElena Pankratova, Head of Land Property Operational Accounting Division, JSC Gazprom Neft Ekaterina Makarova, Business Solution Architect, SAP CIS</td></tr></table>	The Journey from Interfaces with SAP Software to Integrated Workplace Management in SAP Software <ul style="list-style-type: none">• Learn how to set up a business case to assess the added value of an integrated workplace management solution in the SAP system in comparison to a point solution for facility management that needs to interface with SAP software• Find out how to align business users (from the facility management department) with IT (SAP)• Discover how to enhance facility management processes using an integral approach with other business services (purchasing, finance, HR) Cor Meijer, Team Manager Finance & Procurement – IT, Alliander	How Gazprom Neft Leverages SAP Real Estate Management to Manage Real Estate Effectively <ul style="list-style-type: none">• Discover the architecture of our property business processes management solution, SABI• See how we structure the registry of our property, manage information about contracts and property documents, and use additional functionality for property business processes• Learn more about our system of reporting realized with SAP ERP and SAP BusinessObjects™ business intelligence solutions, including dashboards for property managers and automation of key performance indicators• Hear about the integration of SABI and ArcGIS for providing access to images of industrial objects on maps• Understand the benefits of implementing the SAP solution Elena Pankratova, Head of Land Property Operational Accounting Division, JSC Gazprom Neft Ekaterina Makarova, Business Solution Architect, SAP CIS
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AGENDA

THURSDAY, SEPTEMBER 24, 2015

12:35	Lunch and Networking
13:45	Demo Jam (Part 1) SAP experts will share live demonstrations and project tips and tricks. The session will cover solutions to common issues, supported by qualified real estate management experts and a live system for demos. Choose one demo from the following. Please note demos run in parallel. <ul style="list-style-type: none">• Enjoy SAP Real Estate Management and Enterprise Asset Management for Facility Management Integration! Elwin Herrebout, FM Insight/NPQ• Visualization Including GIS and the SAP 3D Visual Enterprise Applications Stephan Albrecht, SAP• Discover Helpful Applications to Lighten Your Daily Workload Serge Thuet, COS-33• Facility Management and Customer Service With Aareon's Mobile Services Kerstin Hausmann, Aareon
14:15	Demo Jam (Part 2) Choose one demo from the following. Please note demos run in parallel. <ul style="list-style-type: none">• Faster Journey to Flexible Real Estate Management Using 2Klicks – Saving Huge Cost and Time on Data Management and Efficient Apartment Sales and Tracking Muttanna Sarashetti , GBUITS Innovation• Optimization of Real Estate Processes with a Visual Real Estate Management for SAP: View Your Data in a Whole New Way Heiko Hänsel, CIDEON• SAP Commercial Project Management Application for Capital Projects Özgür Otluoglu, SAP• Manage Expenses for the Maintenance of Common Areas for Commercially Leased Properties (Office Buildings, Industrial Parks, and Retail) Bassam Khalil, SAP
14:45	Afternoon Refreshment and Networking Break
15:15	Citizen Value of SAP Real Estate Management in the City of Cape Town <ul style="list-style-type: none">• Hear about the extended benefits of land use management solutions from SAP• Get insight into land administration through the property value chain• Learn the benefits of having a single view of a business or trading partner Russell Hope, Head of Property and Real Estate ERP SAP Solution Centre, City of Cape Town
15:55	Chairman's Closing Remarks and Farewell
16:00	Close of Conference



PREMIUM SPONSORS



Aareon

Aareon AG, a wholly owned subsidiary of the Aareal Bank Group, Wiesbaden, is Europe's leading consultancy and systems house for the property sector. The company offers its customers pioneering and secure consulting services, software, and other services aimed at optimizing their IT-based business processes. Aareon has a presence at 27 sites (9 of which are in Germany) and operates in Germany, France, the United Kingdom, the Netherlands, Norway, and Sweden.

For more information, please visit: www.aareon.com



GBUITS

GBUITS (Global Business IT Systems) enhances the implementation journey for SAP Real Estate Management through its revolutionary add-ons. Founded by two passionate SAP consultants who specialized in real estate and experienced firsthand customer challenges and complex deployment issues, GBUITS develops products that bring tremendous cost, time, and effort savings to customers. We help customers "take IT easy...".

For more information, please visit: www.gbuits.com

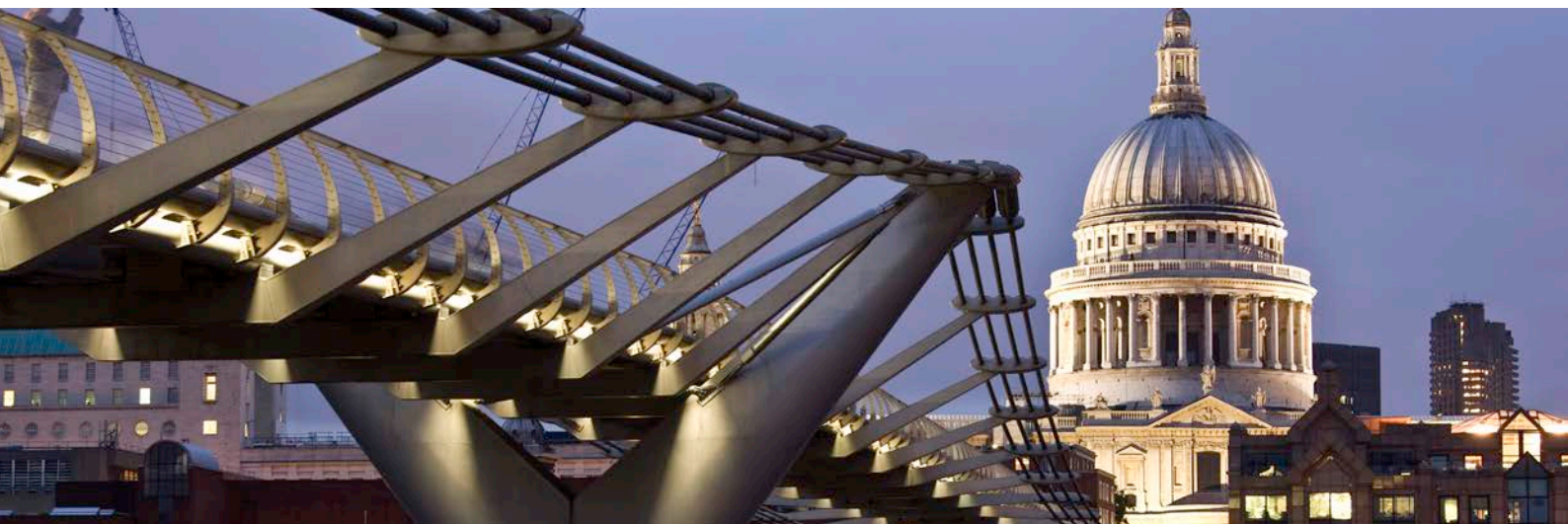


PROMOS

PROMOS consult GmbH is a leading provider of IT services to the real estate sector. The company offers the full range of consulting, training, and development services as well as custom-made solutions for handling maintenance and repair jobs. PROMOS.GT, the company's integrated systems solutions for housing associations, real estate companies, the building industry, and municipal facility managers, covers all business processes in the sector.

PROMOS operates the real estate online platform easysquare mobile and offers mobile apps and services based on this. easysquare mobile is a unique networking solution for making business processes in the real estate business simpler for property managers, tenants, prospective customers and service providers. Ready-to-use add-ons are available for SAP systems with easysquare workflow to use the easysquare platform for paperless communication and help ensure smooth embedding into the existing IT landscape.

For more information, please visit: www.easysquare.com



STANDARD SPONSORS



CIDEON

The comprehensive Visual Real Estate & Facility Management solution based on the SAP ERP application is the result of CIDEON's long-term development partnership with SAP. The solution optimizes users' facility maintenance (FM) processes over the long term and offers graphic support with user-friendly interfaces that allow broad latitude for the analysis and visualization of user-specific real estate data. The focus is on the direct integration of CAD drawings with integrated workplace management systems and FM processes in SAP software. Users benefit from the substantially expanded scope of functionality of the FM standard modules and visually based information management in one system: SAP ERP.

For more information, please visit: www.fmwithsap.com



Datatrain

In the spotlight: Datatrain's dynamic three-way communication model for optimized supplier and customer relationship management. We will also present our mobile property management solutions for residential tenants, field personnel, and external service providers.

For more information, please visit: www.datatrain.de



FM Insight

FM Insight is an SAP-certified add-on to support integrated workplace management within SAP software. With its unique user interface it delivers comprehensive functionality for facility management, including employee self-service and integration with AutoCAD.

FM Insight offers process improvement and supply chain optimization through full integration with human resources, purchasing, contracts, and finance.

FM Insight reduces total cost of ownership since there is no longer need for interfaces between SAP and your integrated workplace management system (IWMS) or separate server(s) for the IWMS.

Stop interfacing, start integrating today!

For more information, please visit: www.fminsap.com



HOW TO REGISTER

To register online for this event, please visit www.tacook.com/saprealestate

This event is organized by T.A. Cook Conference in cooperation with SAP. The registration fee includes participation in the conference and/or workshop, lunch on all days, refreshments, an evening event for conference attendees, and documentation material for download. Please note that costs for accommodation and travel are not included in the registration fee.

Contact for Inquiries

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Event Venue

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14469 Potsdam, Germany
Telephone: +49 (0) 331 274-0
<http://hotel-potsdam.dorint.com/en/>

REGISTRATION FORM

INTERNATIONAL SAP CONFERENCE ON REAL ESTATE MANAGEMENT 2015 SEPTEMBER 22-24, 2015 POTSDAM, GERMANY

I would like to register for the International SAP Conference on Real Estate Management 2015
22-24 September 2015, Potsdam, Germany
(Please complete clearly in block capitals)

Last Name	First Name
Company	Job Title
Industry Sector	Street
City, State	Zip Code, Postal Code
Country	Phone
Fax	E-mail
Date	Signature

I wish to attend the following:

- Conference (September 23-24)
 Workshop (September 22)

Please select:

- Workshop 1 (Full Day) Workshop 4 (Half-Day)
 Workshop 2 (Half-Day) Workshop 5 (Half-Day)
 Workshop 3 (Half-Day)

Payment Method

- Credit Card Invoice

Further Information

1. Would you like to receive further information from SAP including special offers, reports, event news, and more along with information resulting from this inquiry?

- Yes, by e-mail Yes, by telephone No

2. Would you like to receive further information from SAP partners or other affiliated companies and business partners of SAP including special offers, reports, and more along with information resulting from this inquiry?

- Yes, by e-mail Yes, by telephone No

3. In addition to information about this event, would you like to receive news from T.A. Cook Conferences?

- Yes, by e-mail Yes, by telephone No

Copy and Fax to
+49 (0) 30 88 43 07 30

Register online at

www.tacook.com/saprealestate

You can register for the International SAP Conference on Real Estate Management 2015 online at www.tacook.com/saprealestate or by faxing this form to the number below.

Please copy the form, complete it, and send it to the following address (one form for each participant):

Registration and Contact Office

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T +49 30 884307 0
F +49 30 88430730
E: service@tacook.com

T.A. Cook & Partner Consultants GmbH.
Commercial register number:
HRB 54376 B. VAT registered in Germany

Type	SAP Customers and SAP	SAP Partners and All Others
Conference (early bird**)	€ 790*	€ 990*
Conference	€ 990*	€ 1190*
Workshop	€ 550*	€ 625*
Half-Day Workshop	€ 325*	€ 350*

* Plus 19% German VAT

** Early Bird Discount Valid Until 30 June 2015

VAT No: DE171860399

Registration Cancellation and Substitutions

All cancellations must be received in writing. Please fax your cancellation notice to +49 (0) 30 88 43 07 30 or send an e-mail to service@tacook.com before August 24, 2015, deadline. When canceling before August 24, 2015, you will be liable to pay an administration charge of €200. Cancellations received after August 24, 2015, as well as registrants not attending without canceling, will be liable for the full registration fee. Substitutions must be received in writing, must be addressed to the registration office, and must include the names of both the original and the substitute registrants.

Organizer's Changes

It may be necessary for reasons beyond the control of the organizer to alter the contents and the timing of the program or replace speakers. The organizer reserves the right to cancel the conference in the event of an insufficient number of registrants. In this case, registrants will be reimbursed for the registration fee only. Cancellation of travel reservations and hotel reservations is the exclusive responsibility of the registrant.

We reserve the right to cancel your registration or refuse access to the event.

I agree to the above terms and conditions (this must be ticked in order for the registration to be processed)

www.sap.com/contactsap

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