

Registration Form for Educational + Vocational Trade Fairs 2023

Agent/Organiser: IfT Institut für Talententwicklung GmbH
Marienburger Straße 1, 10405 BERLIN (Head Office) / Harniskai 11, 24937 FLENSBURG (Accounts Office)

We hereby register the institution/company
for the trade fairs marked on page 2:

(Name of the institution/university)

(Contact person)

(Street/number)

(Postal code / town / country)

(Phone)

(Email)

Specification of services per fair – consisting of the modules I – V

I. Module: Media (Print+Online)

- Presentation (1 page) in the fair guide „Chancen in ...“, also online as pdf
- Online version of the exhibitor profile in the search data base for education opportunities (www.erfolg-im-beruf.de)
- Optional: Integration of audio clips / video clips
- Online list of exhibitors on the respective trade fair page at www.erfolg-im-beruf.de with link to the mentioned online profile

II. Module: vocatium Academy

- Integration of the online presence with the online vocatium academy
- Passive and/or active participation in events for the dialogue between exhibitors, schools and Network partners (workshops, conferences, etc.)
- Presentation of the exhibitors and their educational offers in the participating schools by IfT employees (with personal distribution of the trade fair guide)

III. Module: Allocation of Appointments

- Survey of students with regard to their professional aspirations / inspection and evaluation of the questionnaires (Maximum 25 education opportunities (i. e. apprenticeships, courses of study) per exhibitor included)
- Allocation of suitable binding individual appointments between visitors and exhibitors
- Dispatch of the appointments to school students 14 days prior to the fair
- The lists of appointments for exhibitors are available on the exhibitor portal approx. 14 days prior to the fair

Specific services for presence event fairs

IV. Module: Stand+fair service

- Provision of a stand area of 8-9 sqm (larger at extra charge if space available)
- Exhibition stand: assembly and dismantling with system walls, furnishing of the fair stand (1 table / 4 chairs)
- Catering of the stand personnel (up to 4 person) with drinks/snacks can be booked separately if required
- Query of special wishes of the exhibitors (stand size, furniture, technology, personnel)
- Press and public relations work / traineeship notice-board at the fair / evaluation / follow-up-work
- Opening times on event days: 8.30 a.m. to 3 p.m.

Specific services for online videochat fairs

V. Modul: Video Chat

- 2 day video chat fair (4 hours per day from 1 p.m to 5 p.m.)
- Technical setup of the Videochat rooms for the exhibitors***
- Up to 4 consultants included (additional consultants 25 EUR each)

Conditions of participation

Early bird rebate of 3 % on all fairs ...

- from January 1st to April, 15th when registering until August, 15th of the previous year
- from April, 16th to July 31st when registering until October, 15th of the previous year
- from August 1st to November 30th when registering until January, 31st of the year in which the fair is taking place

40% of the participation fee will be charged directly after registration. The rest of 60% will be charged 10 days prior to the fair. The partial amounts are invoiced.

General business terms

All prices are excluded of VAT.
The general business terms of IfT apply (see: www.erfolg-im-beruf.de).

Price categories

(Price categories are stated on page 2 of behind each trade fair.)

Presence event fairs (module I, II, III und IV)*

Two-day fairs:	A = 2.900,- EUR plus VAT
	B = 3.070 – EUR plus VAT
	C = 3.180,- EUR plus VAT
	D = 2.870,- EUR plus VAT**

One-day fairs: E = 1.950,- EUR plus VAT

Online video chat fairs (module I, II, III und V)

Two-day fairs 2022:

F = 1.795,- EUR zzgl. USt.

***1) Coronavirus:** Should the Corona-related strict conditions be revived in 2023 and face-to-face fairs be prohibited again or subjected to severe restrictions (see Section 5 I of our terms and conditions), the face-to-face fairs will be realized as video chat fairs (4 hours per day): 2-day face-to-face fairs as 2-day video chat fairs (price: 1.950,- EUR), 1-day face-to-face fairs as 1-day video chat fairs (price: 1.600,- EUR).

****)**Provision of a stand size of 6-7 m² / stand staff: up to 2 people

*****)**The technical set-up on the exhibitor side (in particular firewall configuration and provision of Videochat-enabled devices) is the responsibility of the exhibitors.

Privacy

We advise you that we might use your personal data under Art. 6 f) GDPR to provide you with further information to future events of IfT (e.g. follow-on fairs or new fair-concepts). If this is not desired you may informally object at any time acc. Art. 21 I, II GDPR.

Please mark the requested fairs:

(Please note: Several trade fairs, namely Harz, Hof/Vierländereck, Kassel/Göttingen, Leipzig/Halle, Mainz/Wiesbaden, Rhein-Neckar-Pfalz/Mannheim and Ulm/Neu-Ulm are attended by pupils from two or more federal states. In the following list, the fairs are assigned to the federal state in which the fair location is located).

Presence event fairs 2023

Baden-Württemberg:

- Aalen** - 09./10.05. - Stadthalle Aalen - B
- Rhein-Neckar-Pfalz/Mannheim** - 16./17.05. - SAP Arena - C
- Bodensee/Friedrichshafen** - 20./21.06. - Graf-Zeppelin-Haus - C
- Sinsheim** - 30.06. - Technik Museum Sinsheim - E
- Stuttgart** - 06./07.07. - H.-Martin-Schleyer-Halle - C
- Heilbronn-Franken** - 12./13.07. - Konzert-/Kongresszentrum Harmonie - B
- Freiburg** - 18./19.07. - Konzerthaus Freiburg - C

Bayern:

- Oberbayern/Fürstentfeldbruck** - 18./19.04. - Veranstaltungsforum FFB - C
- Erlangen** - 19./20.04. - Heinrich-Lades-Halle - B
- München** - 03./04.05. - MTC München - C
- Fürth** - 17.05. - Stadthalle Fürth - E
- Hof/Vierländereck** - 13./14.06. - Freiheitshalle - B
- Niederbayern/Landshut** - 15.06. - Messehalle - E
- Ulm/Neu-Ulm** - 27./28.06. - ratiopharm arena - B
- Ingolstadt** - 28./29.06. - SATURN ARENA - B
- Würzburg/Schweinfurt** - 04./05.07. - tectake ARENA - C
- Regensburg** - 05./06.07. - Donau-Arena - B
- Nürnberg** - 11./12.07. - Meistersingerhalle - C
- Augsburg** - 19./20.07. - Kongress am Park - B

Berlin / Brandenburg:

- Berlin focus** - 15./16.03. - Max-Delbrück-Centrum - D
- Teltow-Fläming** - 10./11.05. - Klubhaus Ludwigsfelde - A
- Cottbus** - 24.05. - Lausitz Arena - E
- Berlin I** - 21./22.06. - Arena - C
- Berlin II + Havelregion** - 20./21.09. - Stadthalle Falkensee - B
- Potsdam** - 28./29.09. - MBS Arena - B
- Prenzlau** - 19.10. - Uckerseehalle - E

Bremen:

- Bremerhaven** - 03./04.05. - Stadthalle Bremerhaven - A
- Bremen** - 14./15.06. - Messe Bremen - C

Hamburg:

- Hamburg Süd** - 31.05./01.06. - edel-optics.de Arena - C
- Hamburg Nord** - 27./28.06. - MesseHalle Schnelsen - C
- Hamburg Ost** - date/venue tbd - B

Hessen:

- Wetzlar** - 24./25.05. - Stadthalle Wetzlar - A
- Rhein-Main** - 31.05./01.06. - Messe Offenbach - C
- Kassel/Göttingen** - 05./06.07. - Kongress Palais Kassel - C
- Gießen** - 14./15.09. - Kongresshalle Gießen - C

Mecklenburg-Vorpommern:

- Neubrandenburg** - 22./23.03. - Jahnsportforum - A
- Schwerin** - 03./04.05. - Sport- und Kongresshalle - A
- Rostock** - 05./06.07. - HanseMesse - B
- Vorpommern/Stralsund** - date/venue tbd - E

Niedersachsen:

- Oldenburg** - 09./10.05. - Messehalle - C
- Hannover** - 07./08.06. - HCC - C
- Braunschweig/Wolfsburg** - 14./15.06. - Volkswagen Halle - C
- Emsland/Grafschaft Bentheim** - 20./21.06. - Emslandhalle - A
- Lüneburger Heide/Lüneburg** - 21./22.06. - Sportpark Kreideberg - B
- Braunschweig/Wolfenbüttel** - date tbd - Lindenhalle Wolfenbüttel - B

Nordrhein-Westfalen:

- Aachen** - 19./20.04. - 100'5 Arena - B
- Gelsenkirchen** - 25./26.04. - Wissenschaftspark - C
- Dortmund** - 03./04.05. - Messe Dortmund - C
- Bonn I** - 09./10.05. - Brückenforum Bonn - B
- Köln** - 16./17.05. - XPOST Köln - C
- Bielefeld** - 23./24.05. - Stadthalle Bielefeld - C
- Mönchengladbach** - Mai/Juni - venue tbd - C
- Duisburg** - 06./07.06. - Mercatorhalle Duisburg - C
- Düsseldorf** - 13./14.06. - Mitsubishi Electric HALLE - C
- Essen** - 05./06.09. - Zeche Zollverein - C
- Krefeld** - 13./14.09. - Seidenweberhaus Krefeld - B
- Gütersloh** - 19./20.09. - Stadthalle Gütersloh - B
- Münster** - 21./22.09. - Messe und Congress Centrum Halle Münsterland - C
- Bonn II** - 27./28.09. - Brückenforum Bonn - B

Rheinland-Pfalz:

- Mainz/Wiesbaden** - 27./28.06. - Halle 45, Mainz - C
- Trier+Großregion** - 12./13.07. - Europahalle - C
- Koblenz** - 19./20.09. - Rhein-Mosel-Halle - B

Saarland:

- Saarbrücken** - 09./10.05. - Saarlandhalle Saarbrücken - B

Sachsen:

- Leipzig/Halle** - 09./10.05. - Globana Trade Center - C
- Chemnitz/Zwickau** - 16./17.05. - KRAFTVERKEHR Event- und Kongresskultur - A
- Dresden** - 13./14.06. - Flughafen Dresden - C

Sachsen-Anhalt:

- Halle (Saale)** - 14./15.03. - Händel Halle - A
- Harz** - 20.04. - Harzlandhalle Ilsenburg - E
- Dessau-Roßlau** - 07./08.06. (under reserve) - Technikmuseum „Hugo Junkers“ - A
- Magdeburg** - 27./28.06. - Maritim Hotel Magdeburg - C

Schleswig-Holstein:

- Kiel** - 28./29.03. - Wunderino Arena - C
- Flensburg** - 10./11.05. - Flens-Arena - C
- Süd+Mittelholstein/Neumünster** - 16./17.05. - Holstenhallen - B
- Lübeck** - 06./07.06. - Musik- und Kongresshalle Lübeck (MUK) - C
- Westküste/Husum** - 13.06. - Messe Husum & Congress - E

Thüringen:

- Erfurt** - 28./29.03. - Steigerwaldstadion - B
- Jena** - 26./27.09. - Sparkassen-Arena - A

Video chat fairs Autumn 2022

- West** (Nordrhein-Westfalen, Rheinland-Pfalz, Saarland) - 27./28.09.2022 - F
- Mitte** (Hessen, Niedersachsen (central/south), Sachsen-Anhalt, Thüringen) - 11./12.10.2022 - F
- Süd** (Baden-Württemberg, Bayern) - 18./19.10.2022 - F
- Nord** (Bremen, Hamburg, Mecklenb.-Vorp., Niedersachsen (north), Schleswig-Holst.) - 08./09.11.2022 - F
- Ost** (Berlin, Brandenburg, Sachsen) - 14./15.11.2022 - F

Subject to modifications - Date: 18.05.2022

(Place, date)

(Company stamp / binding signature)

Please email the completed form as a scanned file to info@if-talent.de. If this is not possible please send it by post to an IfT office (addresses see above) or fax to our central number: +49 30 405771259.

Dates for 2023 will be determined in summer 2022