

## Application Form

Please complete the registration form in full and then send it by e-mail to [events@ccdays.de](mailto:events@ccdays.de).

After receipt and verification of your registration, you will receive a confirmation of registration from TUBS GmbH by e-mail.

All prices below are exclusive of the statutory value-added tax.

### contact details

exhibitor

company

department, secretary's office

street/P.O. box, country/city/postal code

phone

contact person

sir/madam, title

first name, last name

phone, mobile, e-mail

alternative  
billing address

company

contact person

department, secretary's office

street/P.O. box, country/city/postal code

registration deadline: 23rd september 2022

## Booking participation for the career fair

All prices are quoted exclusive of statutory VAT.

### Fair days

Thursday, 17th November 2022

Friday, 18th November 2022

Thursday and Friday, 17th - 18th november 2022

(if you book both days of the fair, you will receive a 5% discount on the fair package)

### Fair package

standard-package 1.500€ net

Digital company profile incl. job advertisements, pictures, videos, appointment management, active sourcing tool, contact via 1:1 chat/video or voice call, 3x recruiters

Start-up-Package 450€ net\*

\*up to 49 employees, annual balance sheet total or annual turnover of no more than € 10 million, founded no more than 4 years ago.

Digital company profile incl. job advertisements, pictures, videos, appointment management, active sourcing tool, contact via 1:1 chat/video or voice call, 2x recruiters

## Additional booking options

All prices are exclusive of the statutory value added tax.

### Breakout rooms

Use a breakout room to create individual discussion offers and to get in touch with several candidates at the same time. You can freely choose your content and your offers will be listed in the event overview within the digital platform. A breakout room can be booked for half a day or a whole day.

half-day 300€

Slot 1: Thursday (17th November) 1pm - 4pm

Slot 2: Thursday (17th November) 4pm - 7pm

Slot 3: Friday (18th November) 1pm - 4pm

Slot 4: Friday (18th November) 4pm - 7pm

full-day 550€

Slot 1: Thursday (17th November) 1pm - 7pm

Slot 2: Friday (18th November) 1pm - 7pm

### Additional booking options

All prices are exclusive of the statutory value added tax.

#### Lecture forums

Digital live speeches. All speeches will be recorded in parallel and will be available to interested parties until two weeks after the fair. The forums will be advertised in the build-up to the career fair.

#### „DailyBusiness“ 400€

Present yourself as an employer in a 25-minute company presentation.

#### „DeepTalk“ free of charge

Present your experiences of success, forward-looking approaches and innovative ideas in a 25-minute presentation on a specific main topic\*.

\*Topic selection:

Sustainability, Promotion of Women & Equality & Diversity, Career Changers (students who have dropped out), Perspectives for Humanities and Social Science Students, International Students.

Do you have an exciting topic of your own?

### Agreement

We have received the special and general conditions of participation (see attachment) for the Candidate Journey Career Fair and accept them. With this registration we agree to the terms and conditions of TUBS GmbH. The place of performance and the place of jurisdiction for all mutual obligations is Berlin-Charlottenburg. This also applies to legal actions arising from cheques or bills of exchange.

I hereby book the selected individual modules and acknowledge that the registration is legally valid by sending the registration form by e-mail even without a signature. Please send your completed registration form by e-mail to **[candidatejourney@ccdays.de](mailto:candidatejourney@ccdays.de)**.

The individual modules selected by you in this registration form are the basis for the binding reservation and invoicing.

## Conditions of participation

### 1. Organiser

The organiser of the digital career fair is TUBS GmbH TU Berlin ScienceMarketing.

### 2. Location

Event platform »Candidate Journey«

### 3. Event

17th - 18th november 2022, daily 1pm - 7pm

### 4. Charges for participation

The participation fee for booking the trade fair standard package is a flat rate of € 1,500 net per day, for start-ups €450 net.

### 5. Services

With the payment of the participation fee, the following services are provided by TUBS GmbH or its representatives:

#### Company-specific services

- Establishment of the website »www.thecandidatejourney.de«
- Setting up the »candidatejourneyPORTAL« event platform
- Allocation of access authorisations to use the event platform for registered exhibitors
- Continuous technical and organisational support for all exhibitors and participants before/during/after the digital career fair and guarantee of IT support as well as comprehensive support of the on-boarding process for all participants
- Organisation of the supporting programme
- Promotion of the digital career fair

### 6. Extended specific business and Terms of use by commissioning Third party

In addition to the Terms and Conditions of TUBS GmbH, the Terms and Conditions of Use of the online service of Graduateland ApS also apply, which can be viewed at: <https://graduateland.com/de/terms/user/privacy-policy/page> and <https://graduateland.com/de/terms/user/page>

### 7. General remarks

A renouncement of individual specific or general services does not constitute a claim to a reduction of the participation fee. All rights of use and access are only available to the exhibitor for the duration of the event/trade fair. The exhibitor shall be liable for any damage. Additional equipment and services beyond those listed in section 5 will be offered individually on request and charged separately.

### 8. Terms of payment

Mit der Zulassung erhält der Teilnehmer eine Rechnung über den Gesamtbetrag. Der gesamte Beteiligungsbetrag ist sofort nach Rechnungsstellung – unter Hinweis auf die Veranstaltung – auf eines der angegebenen Konten zu überweisen. Erfüllungsort und Gerichtsstand ist Berlin-Charlottenburg.

TUBS GmbH  
TU Berlin ScienceMarketing  
November 2022

## General Conditions of Participation - Page 1

### 1. Organiser

The organiser of the digital career fair is TUBS GmbH TU Berlin ScienceMarketing.

### 2. Implementation

The technical and organisational implementation is the responsibility of TUBS GmbH | TU Berlin ScienceMarketing has been commissioned.

### 3. Venue and dates

see »Special conditions of participation«

### 4. Application

4.1 Registration for the career fair is made by sending in the completed registration form. The registration is an irrevocable contractual offer to the organising company, to which the exhibitor is bound until the start of the fair. Receipt of the registration will be confirmed by the organising company.

4.2 The elements of the contract are:

- The completed application form
- Stand confirmation
- The conditions of participation

4.3 With the signature of the stand confirmation, the exhibitor acknowledges the binding nature of the conditions of participation. The exhibitor shall ensure that all personnel working at the exhibition are made aware of full provisions of the contract.

### 5. Conclusion of Contract

5.1 The contract between the organising company and the exhibitor is concluded with the stand confirmation.

5.2 The organising company is entitled to exclude individual exhibitors from participation for justifiable reasons, and in particular if there is a shortage of space. The right of exclusion also applies by analogy for the goods that are exhibited.

5.3 If the contents of the stand confirmation document diverges from the details of the registration application of the exhibitor, then the contract shall come into force with the provisions of the stand confirmation unless the exhibitor lodges written protest within two weeks.

### 6. Stand Allocation

6.1 The organising company shall allocate the stand area taking into account the layout of the total area. Stand requests will be taken into account as far as possible.

6.2 The exhibitor must accept that at the start of the fair the position of the other stands has changed compared to the time of admission. Claims for compensation are excluded on both sides.

6.3 An exchange of the allocated stand with another exhibitor as well as a partial or complete transfer of the stand to a third party is not permitted without a corresponding agreement with the organising company.

### 7. Co-exhibitor

7.1 The use of the stand area by an additional company requires a separate application on the part of the exhibitor and approval by the organising company. The admission of co-exhibitors is not subject to a fee, but fees may be charged by the organisers. Furthermore, these Conditions of Participation shall also apply to the other participating companies, insofar as they can be applied. The exhibitor must inform these companies of the Conditions of Participation and the provisions supplementing them.

7.2 If the exhibitor fails to register co-exhibitors or additionally represented companies, or provides incomplete or incorrect information in his registration, the organising company is entitled to charge the fees according to its own findings as if a proper registration had been made.

7.3 If several exhibitors wish to rent a stand together, they must name an authorised exhibition representative in the application form, with whom the exhibiting company alone will negotiate. The authorised representative shall be liable for any fault on the part of his principals as for his own fault. The participating exhibitors shall be jointly and severally liable to the implementing company.

### 8. Exhibit Goods

8.1 Only the agreed objects on display may be exhibited; they may only be removed from their place by agreement with the implementing company. Exchanges may only be made by written agreement with the implementing company one hour before the start and one hour after the end of the daily opening hours.

8.2 The operating company may demand the removal of exhibits that were not included in the stand rental contract or that prove to be a nuisance or dangerous or are incompatible with the purpose of the event. If the request is not complied with, the implementing company shall remove the exhibits with legal assistance at the exhibitor's expense.

8.3 Direct sales are not permitted unless expressly authorised. In the latter case, the exhibited goods shall be provided with clearly legible price labels. The exhibitor shall in particular procure and comply with the trade and health permits.

8.4 Copyrights and other industrial property rights to the exhibits shall be secured by the exhibitor.

### 9. Stand construction and design

9.1 Stand construction, stand design and stand security are the responsibility of the career fair organiser.

9.2 The stand must be properly equipped, occupied with exhibits and staffed with competent personnel during the set opening hours for the entire duration of the fair.

### 10. Participation Charges

See text »Special Conditions«

### 11. Value added tax (VAT)

11.1 All prices are subject to the applicable value-added tax, insofar as this is prescribed by law. Important for foreign exhibitors: VAT can be refunded to foreign companies on application by the Federal Central Tax Office in Schwedt an der Oder if:

11.2 the legally required conditions are met, in particular if no turnover tax or similar tax is levied in their country or, in the case of levying, is refunded to companies resident in Germany.

11.3 the application is submitted in due time (at the latest 6 months after the end of the calendar year in which the trade fair took place).

## General Conditions of Participation - Page 2

### 12 Terms of payment

12.1 Upon admission, the participation fee is due after invoicing by TUBS GmbH (see also "Special Conditions of Participation").

12.2 Invoices for all ancillary costs shall be issued after the end of the fair. The amounts are due immediately upon receipt of the invoice.

12.3 The assignment of claims against the organising company is excluded. The offsetting of claims is only permitted with undisputed or legally established counterclaims.

12.4 Complaints about invoices can only be taken into account if they are made in writing to the implementing company within 14 days of the invoice being issued.

### 13. Responsibility, insurance

The strict responsibility of the operating company for initial defects of the rental object (guarantee liability) is excluded. The implementing company shall be liable without limitation for intent and gross negligence as well as culpable breach of essential contractual obligations. In all other respects, the liability of the implementing company for damage resulting from slight negligence on the part of the implementing company or its vicarious agents or assistants is excluded. The exhibitor is liable according to general rules. The conclusion of exhibitor insurance is recommended.

### 14. Withdrawal

14.1 The stand rent must be paid in full even if the Exhibitor withdraws from the contract without a legal reason for withdrawal or does not participate in the event. If the stand can be rented to another party, the organising company shall retain a claim against the first tenant for a share of the costs amounting to 25 % of the invoiced stand rent. The exhibitor retains the right to prove that the implementing company did not incur these costs or did not incur them in this amount. The right to assert further claims remains reserved.

14.2 The implementing company is entitled to withdraw if:

- a) the full rental payment has not been received by the time specified in the Conditions of Participation at the latest and the Exhibitor does not pay even after the expiry of a grace period set for him;
- b) the stand is not recognisably occupied in good time, i.e. no later than 24 hours before the official opening;
- c) the exhibitor violates the house rules and does not cease his behaviour even after receiving a warning;
- d) the conditions for the granting of admission in the person of the registered exhibitor no longer exist or the organising company subsequently becomes aware of reasons, the timely knowledge of which would have justified non-admission. This applies in particular in the event of the institution of bankruptcy or composition proceedings and the occurrence of the exhibitor's insolvency. The exhibitor shall inform the implementing company immediately of the occurrence of these events. The implementing company may assert claims for compensation in the above-mentioned cases. Section 14.1 shall apply accordingly.

### 15. Reservations

15.1 If the implementing company is unable to hold the trade fair due to a circumstance for which neither it nor the Exhibitor is responsible, the claim to stand rent shall lapse. However, the implementing company may charge the Exhibitor for work commissioned from it in the amount of the costs incurred, unless the Exhibitor proves that the result of the work is of no interest to him.

15.2 If the organising company has to shorten or cancel the trade fair that has started due to the occurrence of force majeure, the Exhibitor shall not be entitled to a refund or remission of the stand rent.

### 16. Additional regulations

The organisational, technical and other provisions that are sent to the exhibitor before the start of the trade fair form an integral part of the rental contract. These include, but are not limited to, the technical guidelines, the regulations, the obligation to obtain official permits, GEMA regulations, as well as the provisions of trade law, police law, health law and other legal provisions, in particular the Equipment Safety Act.

The provisions of the service offer are deemed to have been agreed, which specify individual services as mandatory in connection with the trade fair.

### 17. Data protection

The personal data of our business partners are stored and processed in accordance with §§ 28 and 29 BDSG within the scope of the purpose of the contractual relationship. The applicable data protection regulation can be viewed at <https://jobwunder-karrieremesse.de/impressum-datenschutz/>. TUBS GmbH or a commissioned third party will take photographs and film recordings during the trade fair and use them for the purposes of public relations and documentation (analogue and digital). Within the framework of Art. 6 para. 1 sentence 1 lit. f DSGVO, the pictorial reporting will be carried out in the sense of and to protect the legitimate interests of the organiser: "Processing is necessary to protect the legitimate interests of the controller or a third party, unless the interests or fundamental rights and freedoms of the data subject which require the protection of personal data override these interests."

### 18. Concluding provisions

18.1 Agreements that deviate from these terms and conditions or the provisions supplementing them must be in writing; facsimile signatures are sufficient.

18.2 The Exhibitor's claims against the implementing company shall become statute-barred within 6 months, beginning with the end of the trade fair.

18.3 The mutual rights and obligations arising from this contractual relationship and on the occasion of this contract shall be governed by the law of the Federal Republic of Germany.

18.4 The place of performance is Berlin-Charlottenburg. This shall also apply to the place of jurisdiction if the Exhibitor is a merchant or a legal entity under public law or has no general place of jurisdiction in Germany.

18.5 Should individual provisions of these Conditions of Participation be invalid, this shall not affect the validity of the remaining provisions. The invalid provision shall be amended in such a way that the intended purpose is achieved.