

Terms and Conditions for Exhibitors

1) Organization

The BeSt³ (the Job and Education Fair Vienna with “BeSt International” and “BeSt Continuing Education”) is organised jointly by the Austrian Public Employment Service (AMS) and the Austrian Federal Ministry of Education, Science and Research (BMBWF). The Department of educational fairs, is in charge of the organisation of the fair.

Practical realisation is the responsibility of the BeSt office at Strozzigasse 2, A-1080 Vienna, Austria.

2) Goals

The fair aims to provide pupils, students, parents and educators with an overview of a great number of education and training programmes as well as job opportunities after the Matura secondary school leaving exam. Austrian students will have the opportunity to gather information about study programmes at universities abroad as well as about postgraduate study programmes. Visitors can get into direct contact- with companies offering training programmes and/or jobs.

For exhibitors the fair will be a platform for the establishment of cooperation projects and for the exchange of information. Exhibitors contribute to the realisation of these goals by assigning experts as consultants to the fair.

3) Admission requirements

In order to ensure implementation of the goals stated in item 2) the organisers reserve the right to examine submitted registrations. Rejections may occur, in particular, if registrations are received after Nov. 30th.

4) Charges for rent

For information on charges please refer to the registration form. Charges include:

- Rent for space;
- Stand/Booth assembly/setting up & furnishing/equipment;
- Power supply and power consumption;
- Stand labelling;
- Entry in the fair catalogue;
- Entry on the BeSt³ web pages;
- Advertising the fair in various media;
- Insurance as stated in item 18;
- Daily cleaning of the stand/booth.

For exhibitors who do not offer counselling on training, education or job opportunities in their respective fields and who want to use the fair merely for the purpose of recruiting new customers for their products, different rates will apply and have to be agreed with the BeSt³ office.

5) Payment

You will be invoiced at the beginning of February; information concerning bank and account number will also be submitted at this time.

The total amount due for the rent must be paid by March 1st, 2022 at the latest. With exception of special agreements.

6) Registration, rent and cancellation policy

For registration deadlines please refer to the respective registration forms.

Registration and order of a stand at the BeSt³ Vienna shall be legally binding for the exhibitor/client from the date the respective form is duly signed. Agreements with the organiser shall be legally binding only when confirmed by the BeSt³ office by e-mail. If you do not receive a confirmation within seven days after registration, please contact the BeSt³ office. In case of cancellation of the contract (signed registration form) by December 15th, 2021 a cancellation fee of 50 per cent of the rent for the stand is due and shall be paid four weeks after cancellation at the latest. For cancellations after this date the full rent for the stand is due and shall be paid four weeks after cancellation at the latest.

7) Force majeure, important reasons

When the event cannot be held due to reasons of force majeure (such as strikes, political events, epidemics, natural disasters, fire, official orders, delayed or missing official permits, changes in the law, terrorism, restrictions on energy supply) or other important reasons (spread of the SARSCoV-2 virus or other infectious diseases and related official requirements and orders), which are not within the sphere of influence of the organizer and which make the implementation of the event unreasonable or impossible, the exhibitor will be informed immediately. The organizer is also entitled to cancel the event for economic reasons. In the case of a cancellation in this regard, the exhibitor is not obliged to pay the fee to the organizer in accordance with point 6, a fee that has already been paid is to be repaid by the organizer. The exhibitor is not entitled to any other claims, in particular no claims for damages; the obligation to pay cancellation fees to the organizer in accordance with point 6 also does not apply.

8) Allocation of stands

In allocating stands, the BeSt³ office takes into account the criteria below:

- Requests by exhibitors
- Overall concept of the fair.

Exhibitors are classified according to different areas which will be marked by different stand labelling colours to help visitors find their way through the fair:

A – General Advice and Information

B – Lifelong Learning

G – Health and social issues

i – Integration “Without Barriers”

J – Law and Administration

K – Arts and Culture

M – Media and Communication

S – Languages

T – Technology and Natural Sciences

U – Universities, Universities of Applied Science, Education (teaching)

W – Economy

- Floor plan; the surface area of stands may be increased or reduced by up to 10 per cent in order to adapt stands to available space in the exhibition hall if necessary.

9) Sublease

Subleasing stand space to another institution or company is admissible only with prior written consent from the BeSt³ office.

As a matter of principle, leaving advertising space to another company is not admissible; exceptions are possible only on special arrangement with the BeSt³ office.

10) Joint stands

It is possible to share a stand with another exhibitor.

Entries in the catalogue and on the web pages are included in the price.

11) Opening hours and attendance

The fair will be open from March 3 to March 5, 2022 from 9:00 to 18:00 and on March 6 from 9:00 to 17:00. Exhibitors have to ensure – in their own interest – that their stand is attended during opening hours.

12) Setting up, application and removal of decoration

Exhibitors will be informed in time about the schedule for stand decoration and removal. Decoration items must be made of fireproof, non-flammable materials. Exhibitors using carpets and textile decoration of their own will need a fire-resistance certificate, which has to be presented on demand.

Exhibitors using audiovisual equipment have to ensure that adjacent exhibitors are not disturbed. Exhibitors will be informed in time about size and location of their stand so they can prepare stand decoration accordingly. Structural changes of stands will not be possible on setup day before the beginning of the fair.

13) Stand design

The structure consists of aluminium posts and aluminium frames fitted with particleboard wall elements. It is prohibited to nail, screw or glue anything to the posts or frames or to apply paint. It is also prohibited to apply paint, non-removable wallpaper or carpet adhesive tape to the particle board wall elements; in case of non-compliance exhibitors have to bear the costs incurred. The use of removable wallpaper and of pins that do not perforate the wall boards is admissible; however, these have to be removed immediately after the end of the fair, otherwise the exhibitor will have to pay for additional costs. Exhibitors are responsible for any damage – even through negligence – to rented equipment and furnishing until these materials are duly returned to the stand construction company. If rented objects are not returned in good condition, the exhibitor will be charged the original price of missing or damaged objects. Complaints will be accepted only if put forward prior to the beginning of the fair.

14) Promotion, advertising on the fairground

Distributing printed matter or any promotional gifts outside stands is not admissible.

15) Direct sale, contracts, prize competitions

Goods, products or brochures may be sold only with the express consent by the BeSt³ office. Concluding contracts or recruiting members is not admissible. Any prize competition requires agreement with the BeSt³ office.

16) Catalogue

Entry of the institution/university in the BeSt³ catalogue and on the web pages is mandatory for all exhibitors and included in the charges for rent. After printing of the catalogue (mid-January) entries will be made on the web pages.

17) Internet access

The Wiener Stadthalle IT-department provides Internet access via WLAN or network cable. Two variants are listed in the registration form. They will be charged together with the fees of the booth by the organiser. Any other special access as well as technical assistance on behalf of the Wiener Stadthalle IT should be ordered directly at best@stadthalle.com and will be charged by the Wiener Stadthalle.

18) Insurance

Exhibitors will have the opportunity to take out insurance for objects and equipment brought to the fair. Exhibitors will be informed about terms and conditions in time. Books, folders, brochures and floral decoration cannot be insured.

The organisers and the BeSt³ office will not assume any responsibility for objects that are deposited in the office or in spaces that have not been rented by exhibitors.

19) "Service for exhibitors"

The BeSt³ office will provide exhibitors with information about the fair in the "Service for exhibitors" area at www.bestinfo.at. Please find the Login in the e-mail confirming your registration.

20) Privacy

The data submitted to BeSt³ office will be exclusively used for purposes related to the BeSt³ (Communication, stand calculation, catalog entry, internet presentation, Media partners, etc.).

21) Jurisdiction

Place of jurisdiction and performance shall be Vienna, Austria.

22) Conclusion

The BeSt³ office reserves the right of decision on all matters not mentioned in items 1) to 21) of these Terms and Conditions as well as the right to take all requisite measures in such cases. By signing the registration form, the exhibitor/client accepts these Terms and Conditions for Exhibitors.