



Please send to:
Messe Dortmund GmbH
Strobelallee 45 | 44139 Dortmund | Germany
Fax: +49 231 1204-678

Or by email to:
info@boe-messe.de

ACTS ON STAGE – YOUR LIVE APPEARANCE AT BOE INTERNATIONAL

Organised by memo-media Verlags-GmbH

I hereby apply to appear on the stage in the Performance Hall, with the understanding that the live appearance is conditional on booking a stand.

Agent _____

Name of artist/group _____

Contact person _____

Street/no. _____

Postcode/town _____

Telephone/mobile _____ Email _____

Agent's website _____ Artist's website _____

Number of artists _____

Registered exhibitor: Yes, Hall: Stand: No

Genre

Music Comedy

Entertainment Other

Title of production/routine _____

Short description of production/routine _____

I hereby confirm that I have read and accept both the Conditions for Participation (p. 2) and the Data Protection Declaration (p. 3).

I hereby agree that the information provided by me with my application to BOE INTERNATIONAL (first name, surname, artist's name, title and short description of the routine) shall be published, and my data shall be passed on to memo-media Verlags-GmbH for the purpose of organising ACTS ON STAGE.

Place, date Signature Company stamp



Please return this form to the address/fax number given above by no later than 3 November 2024. In submitting this application, the Conditions for Participation in BOE INTERNATIONAL 2025 are accepted. Please note that live performances may last no longer than 10 minutes. The minimum length of an appearance is five minutes.

Messe Dortmund GmbH
Managing Director: Sabine Loos

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44139 Dortmund Fax +49 (0)231 / 12 04-678
Postfach 10 44 44 Email: info@messe-dortmund.de
44044 Dortmund www.messe-dortmund.de

District Court Dortmund (HRB 2522)
Place of business: Dortmund
St.-Nr.: 314/5700/0434
UST-IdNr.: DE124643886

Sparkasse Dortmund 001 1114 50
BLZ: 440 501 99
IBAN: DE38 4405 0199 0001 1114 50
SWIFT / BIC: DORTDE33XXX

On behalf and for the account of Westfalenhallen Unternehmensgruppe GmbH
Chairman of the Board: Uwe Waßmann · CEO: Sabine Loos



YOUR LIVE APPEARANCE AT BOE INTERNATIONAL IN THE PERFORMANCE HALL

Conditions of Participation

- The final date for registration is 3 November 2024.
- The organiser shall inform the artists and groups selected by 3 November 2024. This does not apply to artists and groups granted a live appearance through the waiting list: these shall be advised at short notice as soon as the opportunity for a performance opens up.
- If an artist or group is selected to give a live performance by the organiser, the selected artist or group must be represented at BOE INTERNATIONAL with their own exhibition stand or through their agent's exhibition stand. The exhibition stand must be booked separately (no later than) following confirmation of the live performance.
- The application must include this form, a technical rider, and demo material – the organiser shall make the final decision.
- In order to ensure a successful exhibition to all exhibitors, the volume of the performance may not exceed the standard maximum of 85 dB. For this reason, shows shall be staged as silent shows with headphones. This means that the shows will be quiet outside the area, and perfectly audible to visitors and performers "on the inside". "feel it loud inside" – the audience can decide for themselves how loudly they want to hear the performance over their headphones. And really turn up the volume to find test how loud they go along with the dance bands, or turn it down low to concentrate on the artists' every word. Outside the stage area, there will be quiet. Performances may include spoken contributions and cabaret acts; for instance, comedians, magicians, verbal artists, artists with recorded music and, of course, mime artists and visual comedians. As well as bands, musicians, singers and music groups whose mikes and instruments can be amplified electronically. E-drums can also be supplied on request.
- The live programme shall be published on the internet and in the BOE app/digital visitor guide (subject to change). There is a charge of €150 for this media package.
- The organiser shall endeavour to consider all applications submitted, and allocate appearances on one of the two exhibition stages fairly. No requests for appearances on a particular day or at a particular time can be taken into consideration. The order of appearance shall be decided by the organiser. The plan for performances and times stipulated by the organiser must be accepted and adhered to.
- If technical requirements exceed those offered by the equipment available on the stage, this may be enhanced if necessary. The costs shall be borne by the artist. If technical requirements cannot be met, the organiser reserves the right to exclude artists that have already been selected from taking part.
- For the purpose of notifying the GEMA (German performing rights association), please inform the organisers of Acts On Stage of the title and composer of the recording.
- For the purpose of advertising in connection with BOE INTERNATIONAL 2025, the artist shall grant Westfalenhallen Dortmund the non-exclusive right to use all visual material submitted.
- LIVE ACTS shall perform on the following days during the following timeframes:

15 January 2025 – 11 am to 5 pm

16 January 2025 – 11 am to 5 pm

February 2024, Messe Dortmund GmbH

Messe Dortmund GmbH
Managing Director: Sabine Loos

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Data Protection/Data Security (As of 01 September 2021)

1. Processing Purpose, Data Categories and Types

Messe Dortmund GmbH (hereinafter referred to as 'MD') processes the following personal data (hereinafter referred to as 'data') in compliance with Art. 6 (1) lit. b) of the General Data Protection Regulation (GDPR) for the purpose of processing purchase orders for services and initiating future business:

- a) First name and surname of the Customer's contact person,
- b) address of the Customer's contact person,
- c) telephone and fax number of the Customer's contact person,
- d) email address of the Customer's contact person.
- e) IP address
- f) Personal data (first and last name) of the exhibitor stand personnel for whom a digital exhibitor pass is ordered

If a purchase order is placed by a third party for, and in the name of, the Customer, MD will process the following data in addition to the data mentioned in sentence 1:

- a) First name and surname of the third party's contact person,
- b) address of the third party's contact person,
- c) telephone and fax number of the third party's contact person,
- d) email address of the third party's contact person.
- e) IP address
- f) Personal data (first and last name) of the exhibitor stand personnel for whom a digital exhibitor pass is ordered

2. Order processing

- a) The data mentioned in Clause 1 of this Data Protection Notice will also be processed by Westfalenhallen Unternehmensgruppe GmbH, Strobelallee 45, 44139 Dortmund, Germany for invoicing purposes. Although invoicing will be done by Westfalenhallen Unternehmensgruppe GmbH, MD continues to be liable to the Customer for the lawfulness of data processing. MD concludes a separate order processing contract with Westfalenhallen Unternehmensgruppe GmbH, in which MD also secures itself the necessary rights of influence and control in respect of the processing and use of the data vis-à-vis Westfalenhallen Unternehmensgruppe GmbH.
- b) If the Customer orders one or several services for which MD only acts as an intermediary, the data mentioned in Clause 1 of this Data Protection Notice will be processed by the respective service partner for the purpose of rendering and invoicing the respective service. In such a case, the respective service partner will be responsible for the lawfulness of data processing. MD concludes a separate order processing contract with each service partner, in which the respective service partner also secures itself the necessary rights of influence and control in respect of the processing and use of the data vis-à-vis MD.
- c) The online purchase order system is maintained by MD. The data mentioned in Clause 1 of this Data Protection Notice will be stored on a server of infoteam GmbH Berlin, Königsberger Str. 14, 12207 Berlin, Germany. MD concludes a separate order processing contract with infoteam GmbH Berlin in which MD also secures itself the necessary rights of influence and control in respect of the processing and use of the data vis-à-vis infoteam GmbH Berlin.
- d) For the purpose of creating digital exhibitor passes, the data mentioned in section 1 of this data protection declaration will be stored on a server operated by doo GmbH, Hultschiner Str. 8, 81677 Munich. MD concludes a separate order processing contract with doo GmbH in which MD also secures itself the necessary rights of influence and control in respect of the processing and use of the data vis-à-vis doo GmbH.

3. Erasure, correction

MD will immediately erase the data mentioned in Clause 1 of this Data Protection Notice as soon as the data pursuant to Art. 5 (1) lit. e) of the GDPR will no longer be needed for the fulfilment of the purchase order and invoicing. That does not apply if an immediate erasure conflicts with, for example, statutory retention periods (cf. Art. 17 (3) of the GDPR and/or a further case under Art. 17 (3) of the GDPR and/or a new purpose justifies further processing. MD will erase incorrect and/or incomplete data or – if possible – rectify such without delay in accordance with Art. 5 (1) lit. d).

4. Customer's Rights

The Customer can demand from MD a confirmation concerning the data processing pursuant to Art. 15 (1) of the GDPR. The Customer can also demand from MD the immediate correction of incorrect data and the immediate completion of incomplete data for processing purposes pursuant to Art. 16 of the GDPR. The Customer can also demand from MD the immediate erasure of data pursuant to Art. 17 (1) of the GDPR provided that one of the cases mentioned in Art. 17 (1) of the GDPR applies. The Customer can demand from MD that it restricts the processing of the data mentioned in Clause 1 of this Data Protection Notice if one or several preconditions specified in Art. 18 (1) of the GDPR lit. a) to d) is/are fulfilled: The Customer shall have the right to receive the data mentioned in Clause 1 of this Data Protection Notice from MD in a structured, commonly-used and machine-readable format and also have the right to transmit such data to a different Controller without hindrance from MD pursuant to Art. 20 (1) of the GDPR.

5. Requirement of Data Provision, Consequences of Non-Provision

The provision of data mentioned in Clause 1 of this Data Protection Notice is required for contract conclusion. That means that a contract with MD via the OSC will not be concluded if the Customer fails to enter the entire, or part of, data mentioned in Clause 1 of this Data Protection Notice into the purchase order system.

6. Data Protection

MD uses an encryption method for secure transmission of the data mentioned in Clause 1 of this Data Protection Notice and obtained from the Internet. That means that communications between the Customer and MD's online purchase order system via a browser cannot be read by other Internet users.

7. Data Protection Officer

MD's Data Protection Officer is:
Christian Volkmer
Datenschutzbeauftragter (Data Protection Officer)
Projekt 29 GmbH & Co. KG
Ostengasse 14
93047 Regensburg
Tel: +49 231 1204 368
Email: datenschutz@westfalenhallen.de

8. Right of Appeal

Notwithstanding any other administrative or judicial remedy, the Customer has the right to file a complaint with the responsible supervisory authority if he or she is of the opinion that the processing of data mentioned in Clause 1 of this Data Protection Notice and concerning him or her violates the provisions of the GDPR.