



Training day as part of DOAG 2018 conference + exhibition on November 23rd, 2018

The following conditions apply to the execution of the training day:

1. Location and Framework

- Event location is the Nuremberg Convention Center East
- There will be 8 to 10 trainings at the same time.
- Each training partner can turn in more than one training but only one will be chosen maximum.
- All contacted partners get a chance to turn in an offer for training day. Exhibition partner at DOAG 2018 Conference + Exhibition will be preferred in selection.

2. Organization

- The DOAG provides the conference rooms including conference technology (beamer, screen, flipchart, internet). Also included will be the catering for the training day.
- The participants register online by the DOAG website

3. Compensation

- Due to the execution of the training the training partner will receive a fee of 1.500 Euros including travel expenses.
- In addition, the realization of pre-arranged promotional activities of the training partner is rewarded with up to 1.500 Euro. The fee is due when the training partner has provided proof of compliance with the agreed promotional activities and the training has been held. Furthermore, please send us a short marketing plan with your suggested promotional activities incl. specification and range (for example, how many people are reached? Or number of e-mail recipients for mailings). Please fill out the [attached form](#).

4. Promotion

- The DOAG promotes the training day as part of advertising the conference.
- The training partner commits as its own expense:
 - to promote the conference and their own training course
 - to send out mailings to a suitable distribution list
 - to publish the date and information of the conference including the link to the website of the conference.

This point is addressed to the agreed promotional activities.

5. Selection of the training partner

- The final selection of the training partner will be made by DOAG.
- The following criterias are essential for the selection of the training partners:
 - Impression of the training course offered
 - Up-to-dateness of the training course
 - Practical orientation of the training contents
 - Number of already held trainings on the mentioned topic
 - Vita of the speaker
 - nature and extent of the proposed advertising and marketing campaigns

For further planning and preparation, we ask you for the following information until **Monday, April 23rd, 2018**

- **the application of your company,**
- **your agreement to the conditions mentioned above,**
- **the forms attached ([proposed topic](#), [speaker / lecturer](#), [proposals to promotions](#)).**

The training day will be organized by **DOAG Konferenz + Ausstellung GmbH**.