



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

**Or by Email:**  
[info@boe-messe.de](mailto:info@boe-messe.de)

## Call for papers

Titel/First Name/Last Name

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Company/Organisation

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Street/No.

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Country code/Postcode/City

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Telephone/Mobil

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Email

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Information about the speaker

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**Please select a topic**

DIGITAL

TECHNOLOGY & SCENOGRAPHY

MICE

SAFETY & SECURITY

Title of the speech (100 characters max.)

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Brief description of the speech

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Questions and comments

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Please choose a date

09/06/2021

10/06/2021

## Conditions for participation in the Forum Programme

### Submission conditions

- All submissions must be technical speeches and have a clear practical orientation, have technically neutral contents, be free of any advertising and be manufacturer-independent.
- A speech of 20 minutes and a discussion of 5 minutes are envisaged for each speaker.
- All applications filed will be submitted to the BOE team for selection. Selection criteria are the timely receipt of your documents, contents and editing, currentness, innovation content and relevance to the BOE topics.
- The event organiser is not obliged to include the speech in the programme.

### Rights of use

- We proactively communicate and document the BOE highlights before and after the exhibition and thus provide exhibitors and speakers with free-of-charge advertising and PR. For this purpose, the speech may also be recorded in text, video and audio formats.
- The speaker must provide the organiser with the presentation slides of the speech in a pdf file for free-of-charge use timely before the event starts, to allow
  - a) the assessment of the quality of the speech
  - b) the publication after the event

### Forum promotion by the BOE organiser

- Westfalahallen Unternehmensgruppe GmbH in its capacity as organiser of the BOE event will use its website to ensure a widest possible circulation of the speech topics and the names of the speakers among interested parties and the involved trade media well before the exhibition starts.
- The organiser will attract the visitors' attention to the forums with the help of appropriate display media during the BOE exhibition.
- The trade media relevant for these topics will be informed in depth about the Forum Programme by Messe Dortmund GmbH through pertinent communication channels.

I have read the conditions for participation in the Forum Programme and Data protection/Data Security and agree to them.

I agree that the information regarding my presentation (first name, name, function, company, information on the speaker, title and brief description) and my photo will be published in connection with the application of BOE International.

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City, date

stamp, legally binding signature



Please complete and return the form together with a portrait photograph (300 dpi) to:  
info@boe-messe.de or by fax to +49 231 1204-678

The submitted applications will be assessed by the BOE project team according to various criteria.

**The closing date for submissions is 1 April 2021.** The participants will be notified by the middle of April 2021.

If you have any further questions please feel free to contact the BOE team.

Mrs. Eva Mengeringhausen | Phone: +49 231 1204-530 | Email: eva.mengeringhausen@westfalahallen.de

# Data Protection/Data Security

## 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

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

## 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.

## 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)  
c/o Projekt 29 GmbH & Co. KG  
Ostengasse 14  
93047 Regensburg  
Tel: +49 231 120436 8  
Email: [datenschutz@westfalenhallen.de](mailto: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."