

General Terms and Conditions for Exhibitors at the 2026 Campus Day organised by the General Students' Committee (AStA) of the University of Rostock

1. Registration

Registration must be completed by 18 September 2026 using the online form provided by the organiser and is binding. In exceptional cases, a printed registration form may also be submitted to the organiser. Any conditions, reservations, or requests regarding space and location specified by exhibitors can only be taken into account as preferences.

The organiser is responsible for selecting the exhibitors.

2. Admission and confirmation

The organiser will generally decide on admission within two weeks of registration, but no later than 23 September 2026. Submission of a registration form does not confer any right to admission to the exhibition. Registrations only become valid once confirmed by the organiser.

Exhibitors will be notified of their admission to the exhibition by means of a stand confirmation, specifying the stand dimensions and the stand fittings provided by the organiser, sent to the contact address given on the form.

Without the organiser's permission, the transfer of a stand (even in part) to third parties, as well as advertising on behalf of third parties, is not permitted.

Stands intended for advertising or the dissemination of political content are generally permitted, provided that the political content of the stand is clearly related to higher education policy issues.

The interpretation of this provision is at the discretion of the AStA.

All stand applications are presented at AStA meetings and voted on based on their relevance to higher education policy. In the event of a rejection, the AStA will provide a detailed written explanation.

Once approval has been granted, the stall fees must be paid. A corresponding invoice will be issued following approval by the AStA; invoicing will take place no later than two weeks after Campus Day.

3. Stand facilities

The organiser shall provide exhibitors with the floor space approved in the stand confirmation. The specific location will be sent to exhibitors in good time, together with the stand number. The organiser shall allocate stand spaces according to exhibition-specific criteria or infrastructural conditions, as well as at its own discretion.

If circumstances make it absolutely necessary, the organiser may, giving reasons, allocate a space in a different location or slightly alter the stand size, deviating from the details in the stand confirmation.

The design of the stand beyond the equipment provided by the organiser is the responsibility of the exhibitors.

Visual and audio advertising materials must not disturb neighbouring stands. In cases of doubt, the decision rests with the organiser. The distribution of leaflets and other merchandise is permitted only at the stand.

4. Stand hire fees and payment deadlines

The prices include the hire of the stand space, advice, support and services provided by the organiser. The stand fee is based on the size of the stand, the use of electricity and the hire of marquees, as well as the commercial purpose of the exhibitor's use of the stand.

Rental	commercial*	non- commercial*
3 x 3 m	200 €	25 €
3 x 6 m	375 €	200 €
Pavilion 3 x 3	40 €	20 €
Pavilion 3 x 6	80 €	40 €
Electricity	40 €	30 €

* All prices are net amounts

The organiser will provide information on prices for optional extras (larger stand space, etc.) on request. The organiser is responsible for assessing the commercial interest of the exhibitors.

University groups accredited by the AStA receive a discount approved by the AStA and therefore pay only the electricity costs from those listed above.

The invoice issued by the AStA must be paid by 30 September, 2026, at the latest.

5. Merchandise and food / prohibited advertising activities

The distribution or sale of food and drink is subject to authorisation. The organiser must be informed of the quantity and type of food and drink at the time of registration. Authorisation is granted with the stand confirmation. The distribution of alcohol, tobacco products and other drugs is prohibited. Discriminatory advertising material is prohibited.

6. Withdrawal / Cancellation

Withdrawals from the registration are only valid in writing or by email. Withdrawal from the registration is possible at any time until the organiser confirms the stand. Once the organiser has confirmed the stand, withdrawal is possible under the following conditions:

If cancellation takes place on or before 21 September 2026, the agreed stand hire fee will not be charged; if payment has already been made, a full refund will be issued.

For cancellations between 22 September 2026 and 29 September 2026, 50% of the agreed stand hire fee will be charged; if payment has already been made, a corresponding refund will be issued.

In the event of cancellation on or after 30 September 2026, exhibitors are not entitled to a refund of the stand hire fee.

7. Cancellation or Postponement

The organiser is entitled, in the event of compelling reasons beyond its control, to postpone, shorten, alter, or close the Campus Day temporarily or entirely.

In the event of a complete cancellation, exhibitors are entitled to a 100% refund of the stand hire fee (floor space and pavilion). Should the Campus Day be interrupted or end before 3.00 pm, exhibitors are entitled to a 50% refund of the stand hire fee (floor space and pavilion).

8. Venue and time

Campus Day will take place on 6 October 2026. It opens to visitors at 10.00 and ends at 15.00. The venue is the Südstadt Campus of the University of Rostock. The organiser reserves the right to change the venue.

9. Stand set-up

Stalls must be set up between 08:00 and 09:30. Before setting up begins, exhibitors must confirm their attendance to the organiser.

Vehicles may enter the event area at walking pace. Vehicles must be removed from the site by 09:45. Once the event has started, vehicles are not permitted on the site.

Exhibitors must ensure that any pavilions provided by the organiser, as well as any display stands or similar items they have brought with them, are adequately secured.

Any defects in the equipment provided by the organiser must be reported immediately upon discovery.

10. End of the event and dismantling

From the end of the event at 3.00 pm, exhibitors must dismantle their stands by 5.00 pm at the latest. From 3.15 pm, vehicles are once again permitted to enter the event site to load products and materials brought to the site.

Exhibitors must dispose of any rubbish and waste themselves. The organiser is entitled to charge for the disposal of any rubbish and waste left behind.

11. Stand supervision

Throughout the entire duration of the event, exhibitors are obliged to look after their exhibition goods and personal belongings themselves.

Exhibitors must also ensure that the persons appointed to supervise the stand are familiar with the stand regulations.

12. Insurance, Liability, Authorisation

The organiser accepts no liability for exhibition items and stand equipment, or for damage to property or personal injury, unless it can be proven that the organiser or its agents acted with intent or gross negligence.

Exhibitors are advised to insure their exhibits and take out liability cover at their own expense.

Exhibitors are obliged to affix safety notices to their exhibited apparatus, equipment, etc., which comply with the accident prevention regulations of the employers' liability insurance association. Exhibitors shall be liable for any damage to the venue and buildings caused by them or their authorised representatives.

Exhibitors are responsible for ensuring that the necessary permits for their own activities and those of their authorised representatives at the stand are in place and that the applicable regulations are complied with.

13. Breach of the stand conditions

Exhibitors who breach these conditions will be excluded from the event without a refund of the stand hire fee. The interpretation of the stand conditions is the responsibility of the Chair of the General Students' Committee.