



# ELTE Career Day Order Form– Spring 2021

We would like to attend ELTE Career Day on 28-29 April 2021, and order the following services. Prices are excluding VAT.

## INVOICING DATA

Company name:.....

Tax no.: .....

Billing address: .....

Company postal address (if different): .....

Deadline of payment:  8 days /  15 days /  other: .... days

E-invoice will be received at the following email address: .....

Electronic invoice is not accepted.

We request the following information on invoice as well (P.O. etc.): .....

## CONTACT PERSON

Name: .....

Position: .....

Phone no.: .....

E-mail: .....

## FINANCIAL CONTACT PERSON

Name: .....

Phone no.: .....

E-mail: .....

I hereby declare and verify with my signature that I acknowledge and accept the Terms and Conditions of Appearance in ELTE Career Day in the name of the company I represent.

Place: .....

Date: .....

Signature: .....

Official signature and stamp

Price List	Entry Package	Standard Package	Pro Package*	Special Field Supporter Package*
Opportunity to appear on the thematic channels of the Career Day: publishing a job advertisement with a picture and a video; possibility of live chat and video interview	3 positions	3 positions	5 positions	10 positions
<b>Virtual booth:</b> <ul style="list-style-type: none"> <li>Uploading unlimited number of positions,</li> <li>Creating an own Microsoft Teams channel: posting pictures, videos, comment wall</li> <li>Starting a live video presentation at any time during the event</li> <li>Arranging live video interviews by prior appointment</li> </ul>	X	✓	✓	✓
<b>Creating a unique company landing page at allasborze.elte.hu website</b> <ul style="list-style-type: none"> <li>Creating a company landing page supplemented with videos and pictures</li> <li>Showing the open positions at the company landing page</li> <li>Advertising the company landing page at the „Positions from ELTE students to ELTE students” (Állásajánlatok ELTE-sektől ELTE-seknek) group before the event</li> <li>A post about the company and its landing page at the Facebook page of the event</li> </ul>	X	✓	✓	✓
Featured participation at the sweepstakes	X	X	✓	✓
Featured channel: the partner's channel appears at the top of the channel list	X	X	✓	✓
Opportunity to participate in panel discussions advertised as part of the program	X	X	✓	✓
Publication of job advertisements in the Faculty's newsletter, within the ELTE Career Day campaign for students corresponding to the target group of the job	X	X	✓	✓
Publication of a PR article at the karrier.elte.hu website and on the Facebook page of the Career Center	X	X	✓	✓
Follow up eDM to participants registered for the event to promote the advertised job offers	X	X	✓	✓
Sending a targeted unique eDM (containing only the Partner's communication) to the students of the field relevant to the Partner within the ELTE Career Day campaign	X	X	X	✓
Featured ad on allasborze.elte.hu website (slider)during the 2 weeks before the event	X	X	X	✓
Featured ad on karrierkozpont.elte.hu website (slider)during the 2 weeks before the event	X	X	X	✓
<b>Indication of the Partner on the official communication materials of the event</b>	X	X	X	✓
<b>Discounted Package Price (in HUF)</b>	<b>29 000</b>	<b>95 000</b>	<b>195 000</b>	<b>395 000</b>
<b>Chosen Package</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

\*Limited service available.

**Total cost of the ordered service is:**..... HUF + VAT

**Total cost with discount:** ..... HUF + VAT



## **ELTE Virtual Career Day**

### **General Terms and Conditions**

**Attendance on the ELTE Virtual Career Day 2021 – spring event**  
**Way of appearance: Online job fair through ELTE Microsoft Teams**  
**The date of the event: 28th-29th April 2021, from 13-18 h every day**  
**Duration of online appearances: 12th April 2021 – 21st May 2021**

**Event Organiser: Eötvös Loránd University Service Administration - Career Centre.**

**The Responsible Organiser of the Karrierközpont:**  
**Kassa Gabriella, head of the Career Centre (kassa.gabriella@kancellaria.elte.hu)**  
**The Main Organiser of the Event:**  
**Nagy Gergely Gyula, ELTE Karrierközpont labour market contact person**  
**(nagy.gergely@kancellaria.elte.hu)**

**Professional partner cooperating in the organisation of the event: Frissdiplomás Személyzeti Tanácsadó és Szolgáltató Kft. (headquarters: 1037 Budapest, Lángliliom street 2. 13. building 1., tax identification number: 13777157-2-41)**

#### **Terms of service**

The Customer is entitled to upload all the information to be published (text, image, video, pdf) to the surfaces of ELTE Virtual Career Day (henceforth: Career Day) from the return of the Order Form with an authentic signature. The Customer acknowledges that only the Microsoft Teams interface may be used as a communication platform during the Career Day (except for email). The Customer's responsibility is to obtain and run the free Microsoft Teams software on a suitable device. The Provider undertakes to make the ELTE Microsoft Teams interface available to the Customer immediately after the return of the Order Form.

The students of ELTE and the other interested non-university parties participating in the Career Day event (henceforth particularly: Participants) can apply for jobs, internships, training, video conferences, personal conversations of the exhibitors, and other programs. The Customer acknowledges that only the Microsoft Teams interface may be used to communicate with Participants within the Career Day. The Customer undertakes not to use any other interfaces, online devices maintained by the Customer or a third party for communication with the Participants - except for e-mail.

The Customer acknowledges that if the pieces of information and materials to be published are not uploaded to the systems of the Provider, the Provider shall not be liable for any resulting damages.

The Provider is not responsible for the authenticity of the data published by the Customer on the virtual interfaces for informing the visitors of the Career Day.

The Provider takes the responsibility to provide the services ordered and confirmed by the Customer according to the detailed parameters and fixed price on the Order Form with quality. Furthermore, the Provider undertakes to provide the services ordered by the Customer in the best possible quality, technical, and aesthetic design available under the given circumstances.



## EÖTVÖS LORÁND TUDOMÁNYEGYETEM

### Szolgáltatási Igazgatóság - Karrierközpont

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The Order Form contains certain service packages, content, and fees. A detailed description of the services is available on the reserved website for Career Day's Customers:

<https://allasborze.elte.hu/elte-karriernap-online-kiallitoknak/>

The Provider guarantees that the Customer may use the selected ELTE Microsoft Teams channel during the opening hours of the Career Day following the objectives of the event and the parameters included in the Order Form but may not disturb other exhibitors and Participants of the Career Day. In order to provide information for the Participants of the Career Day, the Customer guarantees to continuously represent the Customer on the ELTE Microsoft Teams interface during the entire opening hours.

The Customer undertakes to place on the virtual interfaces of the Provider only information materials that can be linked to members of his/her own company or group of companies, facilitate career choice and job search, and promotes its related offers and services. The Customer acknowledges that activities other than the above (e.g., promoting other companies, product sales) may only be performed with the prior written consent of the Provider.

The Customer undertakes not to engage in any activity that violates the law or good morals at the Career Day event.

The Organiser may refuse to publish the advertisements or publish creative materials if it is reasonable to assume that it would violate the law or could make any legitimate claim against the Organiser. The Organiser may also refuse to publish advertisements that are incompatible with the objectives of the Career Day, in terms of creative materials that are offensive to Career Day visitors or exhibitors, or advertising that does not match the image of the Career Day in terms of content or quality. The Provider is obliged to justify the refusal to publish the advertisement.

If the Customer violates the rules above and does not terminate those activities that violate the rules even after the written warning by the Provider, the Provider is entitled to restrict access to the service or remove information and materials published by the Customer from the channels maintained by the Customer.

#### **Data Protection**

The registration of visitors to the Career Day virtual event along with the protection of personal data to be provided when order shall be governed by the regulation of the European Parliament and the Council (EU) 2016/679 of 27 April 2016 on the protection of natural persons about the processing of personal data and the free movement of such data as well as the repealing regulation 95/46/EK (General Data Protection Regulation GDPR), and the right to information self-determination and the Law of 2011 CXII. freedom of information (Infotv.) is regulated in all respects by the data protection statement published on the website of the Career Day, under the terms to which the Contracting Parties are considered to be a joint data controller.

The Provider does not forward the personal data of registered users of the Career Day to the Customer.

The Customer's responsibility to inform the Participants who come into contact with it in this way about the data management rules applied by the Customer and to draw the Participants' attention to the availability of the Customer's data management. In so far as the Customer is collecting personal data, the Customer is liable to keep the Users informed as set out in Article 13 of GDPR.



## EÖTVÖS LORÁND TUDOMÁNYEGYETEM

### Szolgáltatási Igazgatóság - Karrierközpont

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The Customer declares and guarantees that the personal data accessed during the Career Day will be used only to contact the Participants, in connection with the Participants' application, will not be used for other purposes moreover they are not made available to third parties.

The Provider and the Customer shall mutually assist each other in fulfilling the Treaty of the legal rules, in case of any inquiries, requests, claims, or complaints of the Participants and the data protection authorities regarding the joint data management about the fulfilment of the obligations, especially under the GDPR. The Provider and the Customer shall immediately notify each other in writing of any inquiries, requests, claims, requirements, inspections, and any other similar measures of the public data protection authorities or the Participants in connection with joint data management. The Provider and the Customer shall immediately notify each other in writing of any actual or potential violation of the legal rules relating to the application, primarily the GDPR, in connection with joint data management.

#### **Waiver Clause**

The Customer acknowledges that it is not possible to unilaterally withdraw from the contract as well as unilaterally change the content of the contract. Wherever the contract is not performed in part or in full due to the fault of the Customer or a reason in the Customer's interest, the Customer is obliged to pay a penalty for failure to the Organiser. The amount of the penalty for failure is

- ✓ 25% of the original amount until 9 April 2021
- ✓ 50% of the original amount between 10 April 2021 and 23 April 2021
- ✓ 100% of the original amount after 24 April 2021.

The Customer is obliged to inform the Provider of his intention to withdraw from the contract or to amend the contract by means of a letter sent in a manner suitable for the proof of delivery.

#### **Complaints, litigation, the confidentiality of business confidential information**

The Customer should declare its observations related to the organisation, execution, and operation of the Career Day during the opening hours of the event, and it must submit its comments on the invoices in writing by the closing date for payment of the invoice. Complaints received after the deadlines set may not be considered.

Disputes among the Customer and the Service Organizer shall be settled through consultation. The Contracting Parties undertake to go to court if the consultations fail.

The Contracting Parties undertake to treat as business secret all undisclosed data, information, ideas, suggestions, and plans related to the other Party and its partners in connection with the performance of this contract related to the Career Day, the aforementioned information, ideas, suggestions, and plans(etc.) shall not be transferred or made available in any form to any unauthorized third party during the period of validity of the present contract or thereafter unless the other Party has agreed in a prior written consent.

Budapest, 1 April 2021

Kassa Gabriella  
Centre Manager  
ELTE Karrierközpont