



2. Conditions of Participation for Leipzig liest 2023

Leipziger Messe GmbH organises Leipzig Book Fair on its trade fair grounds in conjunction with Manga-Comic-Con. At the same time as these two fairs, a host of reading events for Leipzig liest (Leipzig reads) will also take place on the trade fair grounds as well as around the city and the surrounding area.

Leipziger Messe GmbH will select venues for the programme as well as coordinating and publishing the events calendar online. As usual, participating publishers will receive one or more event slots from the pool of venues provided by Leipziger Messe GmbH and may hold a reading as a face-to-face event as far as hygiene regulations permit.

The hygiene measures in place are based on the provisions that currently apply in the state of Saxony. If, after consultation with the relevant authorities, hygiene regulations prohibit events with an audience, Leipziger Messe GmbH reserves the right to cancel any attendance events at Leipzig liest.

The organisation of readings is the responsibility of the respective event planners.

2.1. Dates

Please keep the following dates in mind:

- Start of registration for event requests is 1 November 2022.
- Event requests must be registered by 30 November 2022.
- Event requests may be updated (additional details) up to 10 January 2023.
- Registration for self-organised events (at own venue) by 10 January 2023
- The programme will be published online at www.leipziger-buchmesse.de from 23 February 2023 to 31 July 2023.
- Event will be held the week of 24 to 30 April 2023.

2.2. Who May Participate?

Publishers and individuals approved as exhibitors at the current Leipzig Book Fair and Manga-Comic-Con can register their event requests and events as main organisers. Participating venues from Leipzig and the region and other event partners (e.g. Guest of Honour organisers) are defined by Leipziger Messe GmbH.

Events will be organised and coordinated in collaboration with the main organiser/exhibitor and the host of the respective venue. If other event organisers are entered, these shall be acknowledged as co-organisers in the published programmes.

Participation is not guaranteed. As a result of the Corona situation, the available space is more limited than in previous years. The selection and allocation of incoming applications will be made according to the available space capacities and at our discretion. The criteria for this are the number of registered events in relation to the stand size (e.g. smallest stand, max. two events), how current the title is (e.g. publication date since the previous year's Leipzig Book Fair), and relevance to Leipzig Book Fair's communication topics this year (e.g. country or theme focus).

Requests for events submitted by a co-exhibitor must be coordinated in advance with the main exhibitor and will be counted towards the total number of events in accordance with the size of the stand.

Events per stand:

Stand size	Maximum number of events
Small stand, 4 m ²	1
Small stand, 6 m ²	2
From 8 to 10 m ²	3
From 12 to 18 m ²	5
From 20 m ²	+2

The number of events can be increased by 2 for each additional 20 m² of exhibition space.

Co-exhibitors 0 or in consultation with the main exhibitor

Leipziger Messe GmbH reserves the right to decline events whose content does not fit with the programme concept or if reason exists for assuming that the event could jeopardise safety or trouble-free operations.

2.3. In Case of Cancellation of Leipzig Book Fair

Any existing participation contracts (exhibitor registration) for Leipzig Book Fair 2023 remain valid for Leipzig liest in case of cancellation of the 2023 fair. If the 2023 fair is cancelled, Leipziger Messe reserves the right to provide the online content only. Any exhibitors registered at the time of cancellation will be automatically included in the website directory at www.leipziger-buchmesse.de. Any online content booked up to that point and any event entries already registered will also be included. The media flat rate and any additionally booked (online) content will still be subject to payment.

Participants have the option of withdrawing from the contract free of charge and having their name removed from the directory within 30 days from the day that cancellation is announced (notice of cancellation is sent to the trade fair organisers via email). In the case of withdrawal, all additionally booked online content and Leipzig liest event entries will also be cancelled. The withdrawal must be submitted in writing (e.g. e-mail).

No new registrations for Leipzig liest can be made after withdrawing from the 2023 fair. The event organiser may allow exceptions, in which case registrants will at least need to pay the communication fee.

Companies listed in the participant directory have the opportunity to enter independently conducted and self-created digital events into the programme database. Leipziger Messe GmbH reserves the right to select registered digital events at its reasonable discretion. The criteria here are also how current the title is and its relevance to this year's communication topics at Leipzig Book Fair.

Upon cancellation of the 2023 fair, depending on the availability of venues, analogue events can only be considered with "city" as the requested location.

2.4. Venues at the Trade Fair Grounds and in the City

Events on the exhibition grounds generally take place between 10.30 am and 6 pm and events in the city usually start at 6 pm. Events in the trade fair forums usually last 30 minutes.

Events and book-signing sessions may be held at the exhibitor's own stand, subject to compliance with safety and hygiene regulations, and if feasible given the structures and the space available at the stand.

2.5. Public Events Only

No event spaces or partners for closed and/or internal events will be arranged in the city. This means, for instance, that readings to which the general public is not invited will not be organised at schools.

Exhibitors may rent rooms at the Exhibition Centre upon request for non-public events and media relations work. These events will not be published in the Leipzig liest programme.

2.6. Registration/Publication

Registration also constitutes an application to be entered in the event database. Events will be advertised online on Leipzig Book Fair/Manga-Comic-Con website and app. Listings indicate events taking place in Leipzig and the surrounding area.



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A link to a (live) stream can be added to this event listing, as long as the organiser creates and takes responsibility for the (live) stream and shares the link with Leipziger Messe GmbH in plenty of time.

An event is considered registered as long as the application is sent online prior to the registration deadline and receipt has been confirmed by email. Programme information will be published online only. Leipziger Messe GmbH reserves the right to edit any event entries.

Should an event organiser or venue publish its own events, these parties are required to indicate that the event is being held within the frame-work of Leipzig liest.

2.7. Registration Fee

Leipziger Messe GmbH is entitled to charge an event fee for any event published in the event database.

The main organiser (generally the exhibitor) is liable to pay this fee. Exceptions to this only apply where a different invoice address is given. Invoicing will take place at the beginning of May 2023, payable within 14 days of invoicing.

Leipzig liest fee 1: 45.00 EUR plus VAT

Per event for the following:

- Main exhibitors for all events included in the events-per-stand table
- Book signings
- Digital events
- Events at your stand
- Self-organised events at "your own" location
- Venues in and around Leipzig that are main organisers and/or have entered events

Leipzig liest fee 2: 99.00 EUR plus VAT

Per event for the following:

- Co-exhibitors
- Main exhibitors for events not included in the events-per-stand table

2.8. Amendments to Event Information

Main organisers must promptly inform the Leipzig liest project team of any changes to programme items so that these can be taken into consideration for the purpose of event organisation. The published programme information is continuously updated to reflect the information provided by the main organiser via email.

2.9. Responsibilities

The registered main organiser bears sole responsibility for executing the event, in particular:

- Event presentation
- Moderation
- Participant supervision
- Tickets or registration for admission to the fair
- Payment of travel and accommodation costs
- Royalties
- Security costs
- If applicable, registration for the event with GEMA/VG Wort and any applicable fees.
- Book sales at the fair in accordance with the Special Conditions of Participation in Leipzig Book Fair Section 1.11, "Book Sales". For forums held at the Exhibition Centre, Leipziger Messe GmbH provides the space that main organisers will need for hosting their own book sales and signings at a given forum event.

- For events that take place on the trade fair grounds, noise levels are limited to 70 dB(A) and emergency escape routes must not be obstructed as per Section 1.19 of Leipzig Book Fair's Conditions of Participation.
- Compliance with venue-specific requirements, in particular, regarding adherence to legal regulations (laws, ordinances, especially the Corona Protection Ordinance).

2.10. Technical Equipment at the Event Forums and Venues

Leipziger Messe GmbH provides premises (event forums) on the exhibition grounds for the programme, all of which are fitted with technical equipment and furniture. If required, the event spaces booked in Leipzig and the surrounding area can be fitted with technical equipment. Please enquire separately about the applicable costs in this regard.

The main organiser must submit their technical requirements in good time, as this can influence the decision on where the event is held.

2.11. Admission Fees and Visitor Registration

As a rule, there are no separate admission fees for events.

If a main organiser needs to charge admission for events in the city in order to offset additional costs, the organiser must inform the Leipzig liest team and coordinate this with them. The main organiser must likewise inform the team of events for which visitors must register or reserve a place in advance and indicate where visitors must go to register.

2.12. Third-Party Rights

When providing Leipziger Messe GmbH with texts, images, film and audio materials for publication, the main organiser must ensure that these do not violate any third-party rights, especially personal rights or commercial property rights.

At the same time, the main organiser shall indemnify Leipziger Messe GmbH against all claims – including claims for damages – which third parties may assert against us due to an infringement of their rights by the aforementioned material.

2.13. Streaming of Events

Digital events can be made available for viewing in the event database. The main organiser shall create and be responsible for the (live) stream and must provide Leipziger Messe GmbH with the link in good time. Main organisers must respect any copyrights for their events, as organisers may only stream those events for which they possess all content rights. Each video platform has its own terms of use and the main organiser is responsible for compliance. Links to streams will be available on the website (www.leipziger-buchmesse.de) during Leipzig Book Fair/Manga-Comic-Con and for 3 months afterwards. After that, the links will be removed from the website. Streamed material will continue to be available on the main organiser's chosen video platform and must be removed from these platforms separately if the organiser no longer wishes to show the content.

LM reserves the right to stream its own events and events with participation and to publish the audio and video content on the internet.

Leipziger Messe GmbH
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