

cruise job fair



EVENT SPONSOR



Belgrade 2020

Exhibitor Guide

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Event Information

We are delighted to be hosting our first Cruise Job Fair in Serbia in 2020 – in the capital city of Belgrade.

We anticipate around 600 candidates joining us here - for deck and engine, food and beverage and other departments – travelling from all over Serbia and from its neighbouring countries.

The Job Fair in Belgrade will take place in the spacious ballroom at the luxurious Metropol Palace Hotel, located right in the centre of the city with park surroundings and excellent public transport links.

All cruise lines, recruiters, training centres and other organisations within the cruise industry are welcome to participate at the event.

The Cruise Job Fair team would like to take this opportunity to thank **Viking** for sponsoring the final job fair of the year in Belgrade.

Cruise Job Fair

Belgrade, Serbia

Friday, 4 December 2020 11:00 – 16:00

Metropole Palace Hotel, Bulevar Kralja Aleksandra 69, Beograd 11000, Serbia

Exhibitor Stands, Packages and Prices

Packages

We offer a range of packages and prices for you to choose from to best suit your needs and requirements, as well as a multi booking discount if you attend more than one event:

- **Standard** Package
- **Standard Plus** Package

All package pricing and details of what is included in each package can be found at

www.cruisejobfair.com/exhibitors/packages/

Stands consist of 1 or 2 tables with seating and reserved floor space. Each stand will be positioned with a wall behind them; however, no banners or posters may be fixed to the wall. Please use free-standing banners or stand backgrounds.

Package and Multi Discount Booking

Once you have selected your package, please visit: www.cruisejobfair.com/exhibitors/booking/ and submit the online booking form. One of our team will then contact you to discuss and confirm your requirements for the day.

Stand Extras

TVs

Please let us know if you would like to book a TV with a stand for your stand. We have a limited number available to hire for the day.

40" TV with stand cost: £165 / €190

43" TV with stand cost: £185 / €215

Electricity

There is no charge for electricity at this venue, but please bring your own extension leads if you do require electricity at your stand.

Candidate information scanners

We will be using scanners again for 2020 as they give us much more information and data about who is attending each job fair. Each visitor will have their ticket scanned as they arrive at the venue, and they will be given a sticker which you can then scan when you meet them at your stand.



We advise you to hire a hand-held scanner for the day – enough for the number of people on your stand team, so that everyone is scanning all of the candidates that you see during the course of the day. After the event, you will receive a download of all of the information about who has visited your stand that day - saving you valuable time both on the day and with any follow up required.

You will know exactly who your team has spoken to, where they are from, whether they have cruise experience, which departments they are interested in, and you can download copies of their CVs (for those that have uploaded their CV prior to the event).

The cost to hire one scanner and receive all of the data post event is **£85**. Every additional scanner for your stand would be **£10**. Please contact us as soon as possible if you are interested in adding this service to your stand.

Cost for 1 hand-held scanner and data: £85 / €95

Each additional scanner: £10 / €12

Networking Pass

The Networking Pass allows professionals working within the cruise industry to visit the job fair and meet colleagues and partners from other companies.



Please note: anyone who networks at the event without a valid pass will be asked to leave.

Cost: **£115 / €130** per person

Venue Information



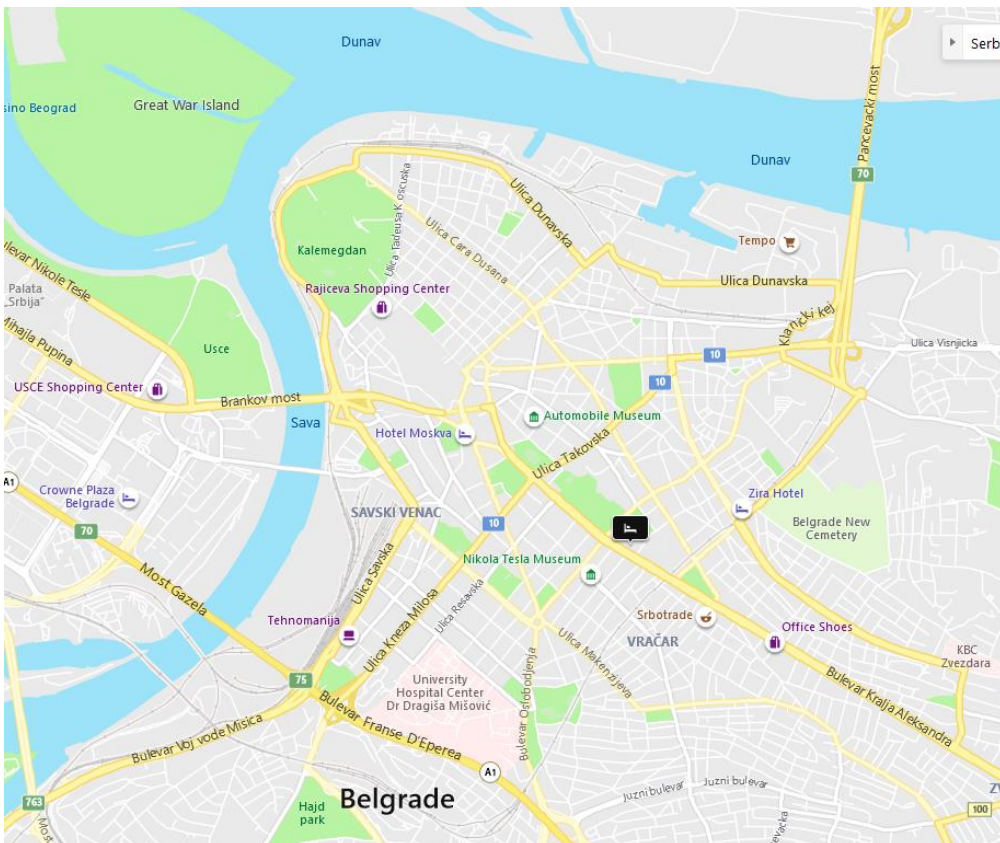
Metropol Palace Hotel

Bulevar Kralja Aleksandra 69
Beograd 11000
Serbia

Location

The Cruise Job Fair will be held at the luxurious Metropol Palace Hotel, located right in the centre of the city.

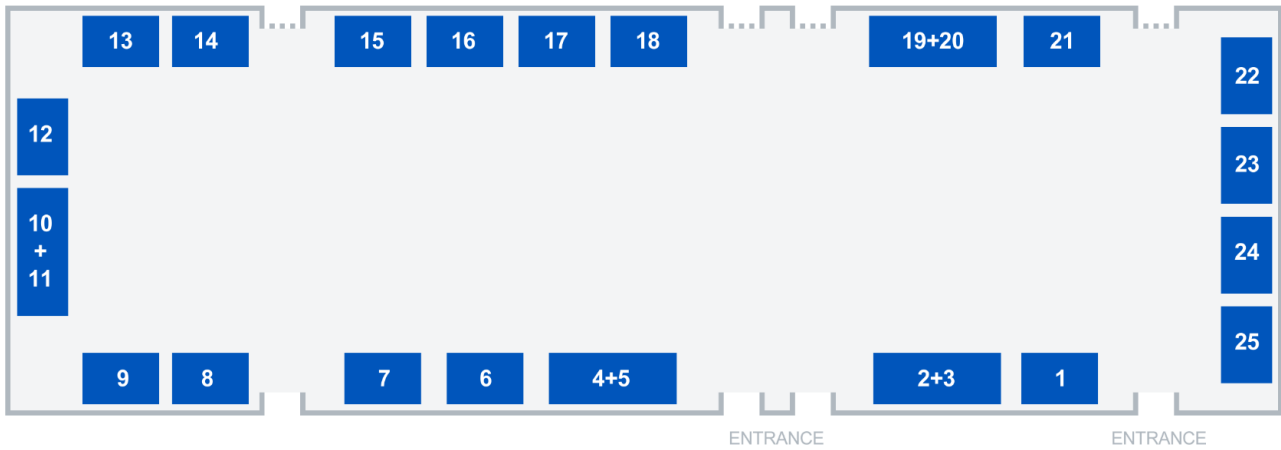
Visit <https://www.cruisejobfair.com/belgrade/directions/> for more detailed information about the venue's location.



Floor Plan

The Job Fair will take place in the spacious ballroom at the hotel. The up-to-date floor plan with a list of available and taken stands is available on the event website:

<https://www.cruisejobfair.com/exhibitors/belgrade/>



Travelling to the Venue

Metropol Palace Hotel is conveniently located in the heart of Serbia's capital city.

By Car

Follow Highway E-75 to the east and proceed to the bridge over the Sava River. Pass the bridge and follow Kneza Miloša Street. After approximately 1 km, approach the Parliament Building at the crossroads. Turn right and the hotel is approximately 500 m ahead on the right.

GPS Coordinates

44°48'23.5"N 20°28'23.4"E

44.806539, 20.473163

Parking

Parking is available along the Bulevar Kralja Aleksandra (max. 120 mins).

By Train or Bus

The hotel is about a 35 minute walk (2.5 km) from both the Central Train Station and the Main Bus Station.

By Plane

Belgrade Nikola Tesla Airport is about 21km from the hotel. Find travel advice on the airport's website.

On-Site Facilities

Refreshments

A coffee station will be available during the networking hour (from 10.00-10.45am).

You will be able to pre-order lunch boxes and we will advise you of the details nearer the time. There is also an a la carte restaurant on the ground floor of the hotel.

Internet Access

Public WiFi is available and is free of charge.

Event Schedule

The event will be opening its doors to visitors from 11:00am until 16:00pm.

Build-up & Break-down Times

Exhibitors will have access to the exhibition hall from 9:00am on the day of the show to set-up their stands.

Visitors with networking passes will be admitted from 10:00am.

Break down of stands must be carried out between 16:00 - 17:00pm and must be completed by the end time (17:00pm) as the hall will then be closed.

Any items left on stands at the end of the day will be deemed as rubbish and will be disposed of by the centre. The exhibitor will be charged for this service, if required.

Accommodation

There is a range rooms available at the venue itself and they are offering those attending the Cruise Job Fair a special rate of:

Single room - 80EUR per night per person

Double room - 90EUR per night per person



Deliveries and Collections

Deliveries

Exhibition materials can be sent to the venue prior to the event and these will be brought into the exhibition hall on the day.

These materials **must be addressed to yourself/your company** at the venue address so that the organisers or the venue are not charged import duties by the tax office.

All deliveries must arrive at the venue from Monday 30th November to Thursday 3rd December:

Your Company Name (Cruise Job Fair)
Metropol Palace Hotel
Bulevar Kralja Aleksandra 69
Beograd 11000
Serbia

Contact person at the venue for deliveries:

Kristina Mijatovic

Tel: +381 60 6417554

kristina.mijatovic@metropolpalace.com

Please use the package labels that can be found at the end of the exhibitors' guide, and affix one to each of the packages prior to sending them. It is essential that you complete these labels, so that we can clearly identify if any packages are missing and contact you in advance of the show.

A confirmation email will need to be sent to events@webix.co.uk, detailing the date that the packages have been arranged to be delivered, and the number of packages being sent.

Collections

If you want packages to be returned to you, please arrange for a courier to collect them from the venue on **Monday 7th December**. Please have return labels ready and attach them to boxes after the show. Leave the boxes at your stand, and they will be moved to a storage room to be collected on the Monday.

Delivery Labels

Please print off, complete and attach a label to each individual package before shipping:

Address: _____		← Enter your company name
EXHIBITING COMPANY Metropol Palace Hotel Bulevar Kralja Aleksandra 69 Beograd 11000 Serbia		
DELIVERY LABEL		
Event Name:	Cruise Job Fair – Belgrade 4/12/20	
Company:		← Enter your company name
Parcel:	of	← Enter total number of parcels

Address: _____		← Enter your company name
EXHIBITING COMPANY Metropol Palace Hotel Bulevar Kralja Aleksandra 69 Beograd 11000 Serbia		
DELIVERY LABEL		
Event Name:	Cruise Job Fair – Belgrade 4/12/20	
Company:		← Enter your company name
Parcel:	of	← Enter total number of parcels