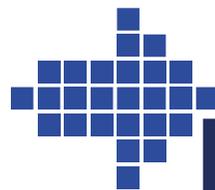


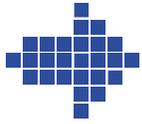
# SALESBOOK



# FORUM EPFL

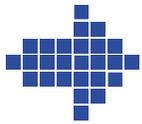
**5<sup>th</sup> - 9<sup>th</sup> October 2020**  
SwissTech Convention Center





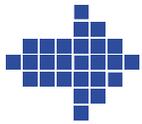
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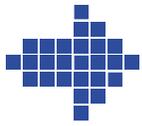
# TIMELINE





# PROGRAMME FORUM EPFL

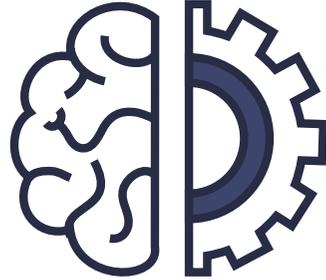
Monday, 5 <sup>th</sup> October	
09:00 - 18:30	Company presentations
09:00 - 18:30	Workshops
Tuesday, 6 <sup>th</sup> October	
09:00 - 18:30	Start-Up Day
09:00 - 18:30	Company presentations
Wednesday, 7 <sup>th</sup> October	
09:00 - 18:30	Company presentations
Thursday, 8 <sup>th</sup> October	
Stands Day	
09:00	Opening of stands, beginning of the workshops and interviews
12:00 - 13:30	Contact-luncheons
17:00	End of workshops and interviews, closing of stands
17:30	Afterwork Cocktail
Friday, 9 <sup>th</sup> October	
Stands Day	
09:00	Opening of stands, beginning of the workshops and interviews
12:00 - 13:30	Contact-luncheons
17:00	End of workshops and interviews, closing of stands
End of the Forum EPFL 2020	



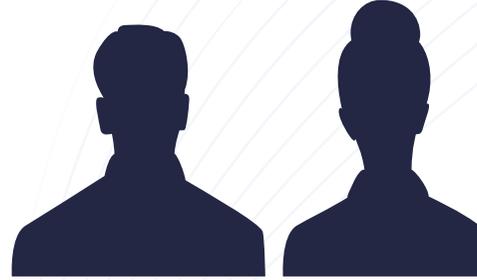
# THE EPFL, A PRESTIGIOUS UNIVERSITY



One of the firsts technical universities in Europe (18th worldwide at the QS World University Ranking 2020)



High quality education in all the fields of engineering



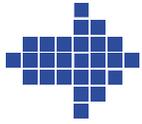
More than 11 000 students



An international school with 116 different nationalities represented and more than 50% of foreign students



*EPFL Campus - Lausanne, Switzerland*



# THE FORUM EPFL

In October 2020, the Forum EPFL will celebrate its 38<sup>th</sup> anniversary and remains one of the biggest job fairs in Europe, improving its services on a yearly basis. The Forum's goal is to facilitate student's transition between studies and the job market by offering companies a privileged window to present themselves to students.

Quality and professionalism are fundamental pillars that drive us to provide services worthy of the Forum EPFL. Once again, the Forum EPFL will take place at the *SwissTech Convention Center (STCC)*, an ultra-modern convention center located in the center of EPFL's campus, giving a perfect setting for companies and students to meet. Every year we thrive to improve our services, taking into account satisfaction surveys and comments from previous years. The survey conducted in 2019 revealed a satisfaction rate of 84%.

**196** companies registered

**17'800** visitors during the week

**88** start-ups registered

**78** companies' presentations

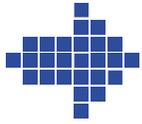
**500** interviews during the event

**184** individual stands

**7** workshops organized

**84%** company satisfaction

*Satisfaction survey 2018*



# CERTIFICATIONS AND NORMS

## **ISO 14 001, environmental norm** - *Certified in 2009 and recertified in 2018*

Since 2009, the “Forum Responsible” project expresses our concern over environmental issues. The Forum EPFL is the first event of its kind to be carbon neutral and ISO 14 001 certified.



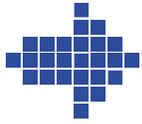
## **ISO 9 001, managerial norm** - *Certified in 2013 and recertified in 2018*

In 2013, the Forum EPFL became one of the first events of its kind to be ISO 9 001 certified in Europe. Following an audit by the Swiss Association for Quality Systems (SQS), an internationally recognized body, the Forum has been granted this certification, which acknowledges the quality of the organisation of the event.

Its process of quality management can meet the growing demands of companies by optimizing the transmission of know-how from year to year. Therefore the ISO 9 001 guarantees the professionalism of the Forum EPFL.



ISO Certificates



# REGISTRATION - FORUM EPFL 2020

Before you modulate your registration to the different services proposed by the Forum EPFL, you must first subscribe to the mandatory basic registration fee.

The aforementioned includes :

- Free access to the **CV-library**, database including CVs of all students enrolled in the Forum EPFL (over 2000 CVs in 2019) ;
- Your **2 pages in the Companies Book (LdE)** that lists all companies participating in the Forum EPFL 2020. Each one of them has two pages in A5 format : one for advertising, the other for a description of the company. This book, printed in 3'000 copies, is distributed to students and visitors from September 16<sup>th</sup>, and is available on our website from August 15<sup>th</sup> ;
- Access to the **Cloud (lounge area)**, with free access to the cafeteria offering many refreshments, coffee, tea and pastries ;
- Free access to **Wi-Fi** on the STCC site.

Register before **May 11<sup>th</sup> 2020** to take advantage of our *Early Bird* offer!

## PRICE OF THE ENROLMENT\*:

<i>Early Bird</i> offer (before May 11 <sup>th</sup> 2020)	CHF 2'000.-
Until <b>June 15<sup>th</sup> 2020</b> (last registration deadline)	CHF 2'500.-

\*Excluding VAT - Rate of 7,7%

# FORUM RESPONSIBLE

In collaboration with Swiss Climate, we do our best to make sure the Forum is a carbon neutral event.

This year, we chose to support climate protection in the state of Pará, in Brasil, with a main focus on stopping commercial deforestation.



**PRESERVATION** OF A FOREST AREA, WITH A VERY DENSE VEGETATION, **CONSIDERABLE REDUCTION** OF CO<sub>2</sub> EMISSIONS, **CONSERVATION** OF THE RICH BIODIVERSITY IN AMAZONIA AND **IMPROVEMENT** OF THE LOCAL LIFE CONDITIONS.



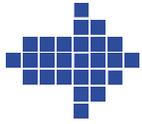
By supporting this project with the « 0-emission » option, you contribute to stimulate a sustainable development, and to the construction of diverse facilities, among which school buildings, hives and fish ponds for the local communities.

[WWW.SWISSCLIMATE.CH](http://WWW.SWISSCLIMATE.CH)

Z E R O  
EMISSION  
PROJECT

EVENT  
CO<sub>2</sub> NEUTRAL  
by Swiss Climate





## 0-EMISSION OPTION

Support our “Forum Responsible” project for a zero carbon emission event.

During your registration, you will have the opportunity to subscribe to the *0-emission* option. It would involve you in our project of reducing our ecological impact.

In 2019, 153 companies subscribed to the *0-emission* option contributing to the greenhouse gas emission compensation during the fair.

**By your donation, you contribute to help this cause. In appreciation, a flower and a 0-emission logo will be delivered at your stand.**



### CONTRIBUTION\* :

*0-emission* option

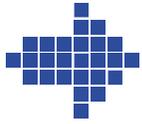
CHF 30.-

\*Excluding VAT - Rate of 7,7%



# SERVICES

Stands	12
Presentations	15
Workshops	16
Interview rooms	18
Catering	19
Sponsorship	20



## STANDS

The **stands days of Thursday 8<sup>th</sup> and Friday 9<sup>th</sup> October** offer you the opportunity to establish a direct contact with visitors and ensure the visibility of your business.

The size of the stands vary between **6 and 36 m<sup>2</sup>** and can be assembled by our teams or yourselves.



**Important notice: This year, due to increasing demand, we offer a limited number of stands per size. A first-come, first-served policy will be applied.**

**From 2021, the maximum size of the stands will be lowered to 18 m<sup>2</sup>.**

All **stands** (equiped or personal) include :

- Electrical outlets (220V, 5A) and power socket (type CH) ;
- Carpet ;
- Wi-Fi access.

*N.B. : Other required equipment (screens, video/audio sockets) must be booked in advance. An assortment of furnitures, and supplies of all kinds is also available ([see page 12](#)).*

**Personal stands** include :

- An empty space which you are free to arrange at your convenience.

*N.B. : The personal stands do not have any walls. Those can be ordered on our website.*

**Equiped stands** include :

- Assembly of the stand made of white composite panels (2.5m x 0.98m) ;
- 1 table and 2 chairs per 6m<sup>2</sup> of stand ;
- 1 recycle bin ;
- 1 sign on your stand in the name of your company.

## STAND PRICES\* :

Dimension	Personal per day	Equiped per day	Meal(s) per day
6 m <sup>2</sup>	CHF 875.-	CHF 1'225.-	1 included
12 m <sup>2</sup>	CHF 1'750.-	CHF 2'450.-	1 included
18 m <sup>2</sup>	CHF 2'625.-	CHF 3'675.-	2 included
24 m <sup>2</sup>	CHF 3'400.-	CHF 4'800.-	2 included
30 m <sup>2</sup>	CHF 4'175.-	CHF 5'925.-	3 included
36 m <sup>2</sup>	CHF 4'950.-	CHF 7'050.-	3 included



Stands seen from above - Forum 2017



Example of a 6 m2 stand

\*Excluding VAT - Rate of 7,7%

■ LIST OF FURNITURE\* :



Chair to pile up, black

CHF 50.-



Bar stool, black

CHF 80.-



Circular pub table, white

CHF 145.-



Rectangular table, white

CHF 95.-



Display Stand

CHF 135.-



Bar (corner element), white

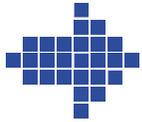
CHF 230.-



Storage cupboard (with lock), white

CHF 175.-

\*Excluding VAT - Rate of 7,7%



# PRESENTATIONS

From the 5<sup>th</sup> to the 7<sup>th</sup> October, you will have the opportunity to highlight the strenghts of your company through a **presentation**. Future graduates will be able to inform themselves about your activities, your working methods, your goals and the different qualities that you look for in your future employees.

Included in the service :

- **Equipped room** with beamers (+ pointer) and all the necessary audiovisual material (for PC and Mac) ;
- A **description of the presentation or speakers**. It will be featured in the corresponding pages of the 38<sup>th</sup> edition of the **Companies Book**.

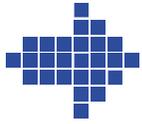
PRICE\* :

Duration Capacity	25 minutes	55 minutes
30 seats	CHF 300.-	CHF 600.-
60 seats	CHF 350.-	CHF 650.-
100 seats	CHF 550.-	CHF 850.-

**Extras :**

- Due to strong demand, **an additional CHF 250.-** will be charged on Wednesday, 7<sup>th</sup> of October 2020 ;
- Appetizers in various sizes ([see list hereafter](#)).

\*Excluding VAT - Rate of 7,7%



# WORKSHOPS

The Forum EPFL offers an additional service which aims at creating a more interactive environment for your company to meet with students.

The Workshop is different from a presentation in the sense that you will organize the **activity of your choice** in order to interact with the students that you have selected from our CV-library. Take this **opportunity** to have a **greater impact on students, and increase their desire to join your team.**

Included in the service :

- you would have at your disposal a **room for three hours, arranged by us** to your convenience ;
- a **beamer** with pointer (adapter PC/Mac) ;
- a **board, tables and chairs** ;
- a **water** fountain;

*N.B. : Please let us know your preferred setting as well as the theme of your workshops, for the configuration of the room.*

You can also order an **appetizer** (see hereafter) to accompany your Workshop.

PRICE\* :

30 students

CHF 1'000.-

50 students

CHF 1'200.-

## ■ CONTENTS AND PRICE OF APPETIZERS\* :

### **Petit Morning**

- 20 fresh fruit salads
- 20 mini croissants
- 20 mini chocolate twists
- 20 mini assorted doughnuts

CHF 200.-

### **Petit Sucré-Salé**

- 20 mini cheese and chicken curry gougères
- 30 mini pastries
- 48 bite-sized desserts
- 20 assorted empanadas

CHF 200.-

### **Grand Morning**

- 30 mini pastries
- 30 mini croissants
- 30 mini chocolate twists
- 20 chocolate chips madeleines
- 20 mini assorted doughnuts

CHF 400.-

### **Grand Sucré-Salé**

- 48 bite-sized desserts
- 30 mini pastries
- 40 assorted empanadas
- 54 canapés cocktail

CHF 400.-

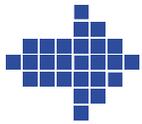
### **Afternoon Snack**

- 40 salmon, cucumber & aneth fingers
- 30 mini cheese and chicken curry gougères
- 20 salted assorted macaroons
- 20 mushroom & roastbeef tartlets
- 54 canapés cocktail
- 1 plate of vegetables sticks with sauces
- 48 mini assorted bagels

CHF 600.-



*Non-contractual visual*



# INTERVIEW ROOMS

During stands days, interview rooms will be available for you to have a quiet meeting with students you select from our CV-library.

Students will also be able to ask for an interview that you may accept according to your interest.

- **Variable duration of the interviews**, programmable on our website ;
- Hours may be left free in the schedule for **spontaneous interviews**.

**Premium** rooms : offices of the STCC



**Standard** rooms : set up for the Forum



## ROOM PRICES\* :

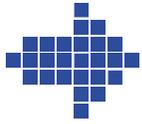
Standard

CHF 350.- / day

Premium

CHF 500.- / day

\*Excluding VAT - Rate of 7,7%



# CATERING

A number of selected catering options are available to you to complement your week at Forum EPFL

## Buffet

A buffet with entry course, a main course and dessert will be served at the *Cloud* or at the *Garden* from **11:30am to 1:30pm**, **Thursday 8<sup>th</sup> and Friday 9<sup>th</sup>**. You will be able to eat at the buffet or to bring your meal at your stand. We would ask you however to keep your stand occupied **at all times of the day**, including during the lunch break.

Please note that a certain amount of meals is included in the daily price of your stand.

**CHF 25.- / person\***

## Afterwork Cocktail

You are cordially invited to the Afterwork Cocktail of this 38<sup>th</sup> edition of the Forum EPFL, **Thursday, 8<sup>th</sup> October 2020** from **5:30pm at the Cloud**.

## Cafeterias

Several cafeterias will be available throughout the day for you to unwind around drinks and delicacies.

## Contact-Luncheons (with students)

During stands days, the Forum EPFL offers you the possibility of meeting with students over lunch in an informal setting. In order to ensure the quality of this meeting, the number of students is limited to 2 per company representative.

**CHF 75.- / contact-luncheons\***

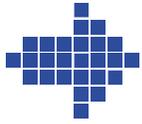
However, you have the possibility of reserving a **whole table** of 9 seats, to be occupied at your convenience by students or members of your company.

**CHF 225.- / table (9 seats)\***



Contact-Luncheons

\*Excluding VAT - Rate of 7,7%



## SPONSORSHIP AND VISIBILITY OPPORTUNITIES

If you wish to get involved in the Forum EPFL 2020, we can offer you multiple **sponsorship opportunities** for the event and throughout the year.

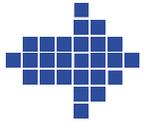
These services include, for example, the addition of your logo on certain communication media or a **prime location for your stand**. This will allow you to **enhance your visibility** during the event and to better target students at EPFL.

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We also propose **promotional spaces in the two editions of our Forum Mag**, each one being published at **more than 1'000 copies** and distributed on the school's campus. It is a unique opportunity for your company to guarantee a whole year-long presence and to announce your venue at the Forum EPFL.

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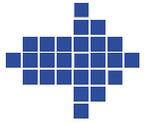
We remain at your entire disposal for any further information.  
You can contact us at the following address : **forum@epfl.ch**



To JOIN US

**PLEASE CONSULT THE FOLLOWING GUIDE:**

[HTTPS://FORUM-EPFL.CH/APP/UPLOADS/2020/03/TUTORE\\_A.PDF](https://forum-epfl.ch/app/uploads/2020/03/TUTORE_A.pdf)



## CONTACT

### **Forum EPFL**

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forum@epfl.ch



# Forum EPFL

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5<sup>th</sup>-9<sup>th</sup> October 2020