

MASTER BEADS - GENERAL RULES FOR TEACHERS

Art. 1 Description

MASTER BEADS is an event that takes place during CREATTIVA, the National Exhibition of Manual Arts. In Masterbeads selected world-known creative master designers of beads and jewellery propose exclusive classes with the aim of teaching both modern and traditional techniques.

Art. 2 Organization

MASTER BEADS is organized by Promoberg Srl (from now on Organizer)
Bergamo Exhibition Center - Via Lunga snc - 24125 Bergamo (Italy)
Tel. + 39 (0) 35 - 3230920
E-Mail: creattiva@promoberg.it - Website: www.fieracreattiva.it/bergamo-creattiva/

Art. 3 Period

MASTER BEADS takes place from 7th to 10th March 2024, from 9.30 am to 6.30 pm, during Creattiva.

Art. 4 Location

The event takes place at the Bergamo Exhibition Centre - Via Lunga snc - 24125 Bergamo (Italy). Masterbeads classes will be held on the first floor of the convention centre, in areas furnished with tables and chairs for all participants.

Art. 5 Visitors

Creattiva is mostly visited by the general public who wishes to deepen and increase creative techniques in any product sector. Additionally, sector operators also visit the event to evaluate market trends.

Art. 6 Teachers application

Teachers, considered trendsetters in the beads sector, can ask the organizer to carry out one or more classes during MASTER BEADS. These classes may have the duration of:

- full day (up to 6 hours or 8 upon request) with lunch break of 1 hour from 1 to 2 pm;
- half day (up to 3 or 4 hours upon request).

The organizer gives the opportunity to all interested teachers (**mandatory: foreign nationality and residence**) to apply through an application form to be entered in a dedicated portal, after registration. The application form must include classes specifics, curriculum, pictures of finished works, cost of the class to the public and materials provided.

Deadline for online application: September 30th, 2023.

Art. 7 Selection of teachers and classes

After 30 September 2023, the Organizer evaluates the applications received, selecting the classes considered most interesting.

Teachers whose classes have been selected will be contacted by the organizer.

A professional picture of the finished project is required and must meet the following requirements:

- Format: jpg, png, tiff
- Quality: maximum
- Resolution: min. side length 2000 pixels.

Blurred photos, with incorrect exposure, texts or trademarks will not be considered.

Specific confirmation of the cost of each course will also be requested.

Art. 8 Classes program

In October 2023, once MASTER BEADS classes have been identified and teachers notified, the organizer will draw up the complete program and promote it on the Creattiva website, as well as social networks and other channels usually implemented. The opening of students' application will then follow.

Art. 9 Classes area, visibility and kit sale

On the day of the class, in addition to the reserved area on the first floor, a display table will be available - on the ground floor of the convention centre – where the creations will have great visibility.

Here teachers, in addition to promoting their own business, can make direct sales to the public. It is only allowed to sell kits created entirely by the teacher. It is strictly forbidden to sell semi-finished products or other products treated/sold by exhibitors having their own stand at Creattiva. It is the teacher's responsibility to make the sale in compliance with Italian tax law.

Important: This location must be manned for the complete duration of the event.

Art. 10 Inscription to classes and participation fees

Each participant will be able to register for the MASTER BEADS courses compulsorily online and will pay the amount due directly to the teacher.

Promoberg does not take responsibility for costs and modalities, as this is sole responsibility of the teacher, who can determine the amount and the material included.

It is always the responsibility of the teacher to issue a tax receipt or invoice in accordance with Italian tax regulations.

Art. 11 Check point of registration, cancellation and renunciation

On February 2024, the Organizer will assess the situation.

- Classes with at least 5 students will be confirmed: A **maximum of 10 participants** will be admitted

- For courses with less than 5 participants the teacher may decide to either

* cancel the course. Shall this occur, the teacher must refund all those who already paid (by 7 March 2024).

* confirm the course, agreeing to share the room with another teacher with a similar number of students.

In the event of cancellation by the student after 7 March 2024, the teacher is entitled to retain the amount paid. In this case, the teacher must still send - within two months - instructions and/or kits to the student who has withdrawn.

Art. 12 Certificate

The teacher is required to deliver a certificate of participation to each student.

The teacher who asks to be admitted to MASTER BEADS declares to have read and accepted the rules above.