

INFORMATION GUIDE



internationale
tanzmesse nrw

28 - 31 August 2024

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Info Zoom Sessions

Check the dates for our Info Zoom Sessions on our website:

<https://www.tanzmesse.com/en/tanzmesse/2024/important-dates/>

CONTACTS

Contact **Franzi, Jéssica, Mara & Nadine** regarding booking an Exhibition Area or Networking Island: agora@tanzmesse.com

Contact **Franzi, Jéssica & Mara** regarding the proposal process: proposals@tanzmesse.com

Contact **Kerstin** regarding any general inquiries or questions concerning the website or PR enquiries: kerstin.rosemann@tanzmesse.com



Glossary

Agora

Exhibition Space at Bertha-von-Suttner-Platz, Düsseldorf

Area

Name for a bookable space in the Agora

Networking Island

Name for a bookable seating arrangement in the Agora.

Coordinator

Person responsible for booking an Area or Networking Island and coordinating the preparation for internationale tanzmesse nrw 2024

Exhibitors

We use the term Exhibitors for organisations (artists, companies, agencies, governmental bodies, ...) represented in Areas and Networking Islands.

Exhibitor Attendants

We use the term Exhibitor Attendants for the persons that will attend Tanzmesse and represent their organisation (Exhibitor) within an Area or Networking Island. Every Area or Networking Island and every Exhibitor can have as many Exhibitor Attendants as they wish.

Professional Visitor

We use the term Professional Visitor for Tanzmesse participants that are not linked to an Area or Networking Island

Proposal

Your submission / application for the Performance Programme



1. Tanzmesse Account

Once you have decided to participate in Tanzmesse 2024, you need to create a personal password-protected account. This account is linked to your email address. If you have participated in previous Tanzmesse editions and your email address has not changed, you can use your existing account.

Within in the account area you have the possibility:

- to book a Single or Shared Area or/and a Networking Island,
- to submit proposals for the programme, if you have booked a space in the Agora yourself or have been invited to submit a proposal
- to register as an Exhibitor Attendant or Professional Visitor,
- to reserve tickets for the programme,
- to have a look at the digital participants list and connect with other participants in advance.

2. Agora Booking Options

- a. Areas
- b. Networking Islands
- c. Structure / Coordinator Area / Coordinator Networking Island

Opening hours Agora

Thur 28th to Sat 31st August, 10.00 – 14.00 h

Venue

AGORA

Bertha-von-Suttner-Platz 1

40227 Düsseldorf

Areas

There are three different booking options for the **Agora** (exhibition space): **Single Area, Shared Area or Networking Island**. The Single Areas offer the possibility of individual presentation and are available in two different sizes (10m² and 16m²). Every area is furnished with a wooden bench, printable wall and a flag displaying your area number. You have the option to rent additional equipment such as screens. The organisation managing the booking can represent as many institutions, companies and artists in the Single Areas and invite companies and artists to submit proposals for the programme as it likes.

The Shared Areas can be booked by individual artists and companies as well as institutions who would like to network with other exhibitors and share an exhibition space. This offers the advantage that you do not have to be present in the area at all times and have time to explore the Agora yourself. The Shared Areas are equipped with a wooden bench, a screen and a flag displaying your area number. In the run-up to Tanzmesse 2024, the Tanzmesse team will connect and introduce the exhibitors who will be represented together in a Shared Area.

Prices and Sizes

Single Area 16 m2: € 3.600,- + 7% VAT

Single Area 10 m2: € 1.800,- + 7% VAT

Shared Area: € 500,- + 7% VAT

Included services

- Single Area 16 m2: own space, 3 proposals for the programme, 3 registrations (incl. tickets), listing of all represented exhibitors in the Tanzmesse directory
- Single Area 10 m2: own space, 2 proposals for the programme, 2 registrations (incl. tickets), listing of all represented exhibitors in the Tanzmesse directory
- Shared Area: 1 proposal for the programme, 1 registration (incl. tickets), listing in the Tanzmesse directory



Networking Islands

The Networking Islands are places for more concrete and intensive conversations. Bookable for one or all three Agora days. As a stand-alone representation at the Agora or as a complement to the Area. Ideal for producers, smaller structures or companies who would like to make appointments with colleagues in advance of the Tanzmesse and thus have a place of retreat for their conversations.

The Networking Island consist of a round table with chairs and a flag displaying your exhibitor number - you just bring your working material. In the run-up to internationale tanzmesse nrw, we publish the daily schedule of the Networking Islands and how to contact the Attendants of the Networking Islands to arrange meetings in advance.

If you have already booked a Single or Shared Area, you can add additional Time Slots for Networking Islands if you need a place for more intensive and quieter conversations on one or more days of the Tanzmesse.

Price

Networking Island: € 350.- + 7%VAT / per day

Included services Networking Island:

- 1 time slot 10.00 – 14.00 h on a day of your choice
- 1 application for the programme
- 1 registration (incl. tickets)
- listing on daily digital schedule on all info screens.

If you book several time slots, you will receive one registration and one proposal per time slot.

Structure / Preparation for internationale tanzmesse nrw 2024

- **Coordinator Area / Coordinator Networking Island**

As a Coordinator of an Area or a Networking Island, you coordinate the communication between you, any artists and companies represented by you, and the Tanzmesse team.

- **Booking the Agora Space**

The Coordinator submits the booking request for the **Area or Networking Island**, and will receive confirmation and a Customer Number (to be used for administrative purposes only).

- **Distribution of Information**

If a Single Area or a Networking Island is rented jointly by several organisations or companies, the Coordinator is responsible to inform all organisations/companies (Exhibitors) about dates, deadlines and other important information regarding Tanzmesse 2024. All information related to the representation in the Agora will be sent to the Coordinator only.

- **Proposals for the Performance Programme**

When your booking is confirmed by Tanzmesse and has been paid by the Coordinator, the latter will coordinate the artists/companies who are authorised to send a proposal. The Coordinator can submit an artistic proposal directly, or send an email invitation through the Tanzmesse account to artists and companies to submit a proposal. Proposals additional to the one(s) included in the booking fee are subject to an administration fee of 25€ (+ 7% VAT), either paid by the Coordinator or the invited artist/company.

- **Exhibitors**

If the Area or Networking Island is rented jointly by several organisations, the Coordinator is responsible for coordinating the companies/organisations represented at the Exhibition Space, including the coordination of promotional materials displayed online for each organisation. The Coordinator can add as many Exhibitors represented at the Exhibition Space as the Coordinator wishes. Each Exhibitor will be listed on the Tanzmesse website.

- **Registering Exhibitor Attendant**

You can register as many persons as you wish at your Area or Networking Island. **All Exhibitor's options (Single Area, Shared Area and Networking Island) have a fixed number of registrations included in the booking fee.** Additional registrations can be ordered at a cost of €155 per person (+7% VAT).

- **Financial Responsibility**

As the contact person, the Coordinator is responsible for ensuring that payments linked to the Exhibition Space (booking, proposal applications, Exhibitor registrations, etc.) are paid in accordance with all deadlines.

3. Programme Proposal Options

Please note that only organisations and individuals represented at an Area or Networking Island in the [Agora](#) (Exhibition Space) may hand in a proposal.

Formats

We welcome proposals for the following formats:

1. Performance
 - a. Stage production
 - b. Public Space
 - c. Digital
2. Open Studio
3. Insight

Performance

Works submitted in the category performance can be a new production, or a repertory work. Proposals for productions for intergenerational and young audiences are welcome! Please apply with the full-length version of your work. You can submit a proposal for a work that has been premiered or will premiere after the proposal deadline. If your work will premiere after the proposal deadline you might not know all details yet. Some technical questions will nevertheless be mandatory, as we must check the technical feasibility.

i. On Stage

The stage programme shows full-length performances on different stages in Düsseldorf and the region. Tanzmesse provides a venue, technical equipment, and technical crew to present the work in the best conditions.

Information needed for a proposal:

- General information about the company, choreographer, and production
- Technical information about your needs regarding stage stype and design, lighting, additional media
- Lighting Plot
- Video link of the production

ii. Public Space

We are welcoming productions created for the public space (indoor and outdoor), such as e.g. city squares, parks, libraries, stations, public buildings. The works function in public places without elaborate stage design or complex technical requirements. Information needed for a proposal:

- General information about the company, choreographer, and production
- Video link of the production

iii. Digital

We are looking for digital works with an interactive character. This can be works in an Augmented Reality, Virtual Reality, Metaverse or Online Application. A proposal for a digital production should exceed a mere streaming of a video recorded dance piece. Information needed for a proposal:

- General information about the company, choreographer, and production
- Presentation platform / needs for digital presentation
- Video link of the production

What we offer to companies selected for the Performance Programme:

- We pay a performance fee for the presentation of the performance
- We provide a technical equipped venue, and technical crew to present your work in the best conditions
- The artistic crew involved in the Performance will get **free artists registrations** including admission to the Agora on all days, access to all Talk & Connect sessions, access to all venues, Bus Shuttle Service and remaining tickets to the Programme
- **Promotion of your company** and your production through the communication channels of internationale tanzmesse nrw,
- A formal Letter of Invitation to apply for funding in your home country.
- **A warm-up space** on the day of performance
- **An extra rehearsal space** if needed, depending on availability

Open Studio

The Open Studio presents excerpts of an artistic work and gives space for exchange with the audience. Time is limited to a 20-minute slot, which you are free to structure yourself. We recommend allowing space for audience questions after the presentation of movement material.

An Open Studio can be either a work in progress or a ready-to-tour production.

Information needed for a proposal:

- General information about the company, choreographer, and production
- Video link of the production, or if it is a work-in-progress an excerpt from a rehearsal or a video of a previous work.

What we offer to companies selected for an Open Studio:

- We pay a fee for the participants of the Open Studio
- For the Open Studio presentation: **A studio equipped with audio playback. No theatrical lighting or sets/décor are possible.** If you wish to present a video excerpt, please provide your own screen and projector in the studio. Please note **that darkening the studios is not possible** as one wall and the ceiling of each studio is a window to the outside and will result in a poor screen visibility.
- The artistic crew involved in the Open Studio will get **free artist registrations** including admission to the Agora on all days, access to all Talk & Connect sessions, access to all venues, Bus Shuttle Service and remaining tickets to the Programme
- **Promotion of your company** and your production through the communication channels of internationale tanzmesse nrw
- A formal Letter of Invitation to apply for funding in your home country.

Insight

Proposals for an Insight can be submitted by artists as well as individual professionals or organizations. The goal is to share outstanding project ideas, exceptional working structures or methods or best practices with international professionals. The 20-minute time slot gives rooms for a media-based presentation followed by a Q&A session.

Information needed for a proposal:

- General information about the production or project and the artists/companies/institutions involved



- A video link if you would like to present a production, or further information about your project (online accessible)

What we offer to companies selected for an Insight:

- The crew involved in the Insight will get **free artists registrations** including admission to the Agora on all days, access to all Talk & Connect sessions, access to all venues, Bus Shuttle Service and remaining tickets to the Programme
- **Promotion of your company** and your production through the communication channels of internationale tanzmesse nrw,
- A formal Letter of Invitation to apply for funding in your home country.

4. Registration

Personal registration will start early summer 2024. If you are planning to attend internationale tanzmesse nrw 2024 you can register as a Professional Visitor or as an Exhibitor Attendant.

Professional Visitor

A Professional Visitor has no link to an Area or Networking Island.

Attending as a Professional Visitor involves the least preparation for your Tanzmesse participation. As a Professional Visitor you can roam the Agora freely, have time to attend the Talk & Connect Programme as well as Performances, Open Studios and Insights.

Exhibitor Attendant

As an Exhibitor Attendant you are a representative of an Exhibitor (organisation, company, institution) represented in an Area or at a Networking Island in the Agora. Exhibitor Attendants should be available in their Agora space during the opening hours of the Agora.

Registration Prices

Professional Visitor: € 155.- + 7% VAT

Additional* Exhibitor Attendant: € 155.- + 7% VAT

* In every [Agora Booking Option](#) a fixed number of registrations is included.

Included Services

- Admission to the Agora Exhibition Space on all days
- Ticket reservation for Performances, Open Studios and Insights
- Access to all events in the frame of the Talk & Connect discourse programme
- Bus Shuttle Service
- Late Night Events
- Entry in and access to participants list



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www.landesbuerotanz.de

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