

ICA International Clarinet Association
829 Bethel Road, #216
Columbus, OH, 43214
United States of America

Salzburg, September 30, 2025
ext. 611
schwaiger@salzburgcongress.at

Clarinetfest 2028

Juli 12, 2028 - Juli 15, 2028

Option / Contract

Ladies and Gentlemen,

many thanks for your inquiry! We are pleased to be able to provide the requested estimate for the required goods, services and information for the planned event. If you have any questions, please do not hesitate to contact us. We would be delighted to meet you in person in Salzburg.

Services provided

All rental fees for rooms and halls include seating in the requested format for this event only. Exact seating arrangements are agreed with the organisers before assembly commences. We will try to accommodate any new requests occurring during or after the assembly period; however, any such changes will be invoiced. Hall and room rental fees include basic lighting, heating and air supply. The introduction of any additional conference equipment by the organiser shall be subject to authorisation by Salzburg. Assembly and dismantling time will be charged at 50% of the rental price for the event.

Rental period

12-hour blocks can be rented at any time between 00:00 and 24:00.

Staff

For the entire duration of the event (including assembly and dismantling) you shall be obliged to employ at least one technician, a room supervisor, cleaning staff, an entrance control and a cloakroom attendant. Additional staffing expenses may also be necessary if the scale and type of event or the relevant event legislation require more personnel. The halls you are renting will be handed over in a freshly cleaned state. Any cleaning during the events and the costs for the final clean-up shall be paid for by the organisers. Invoicing for all staffing, equipment and applicable additional costs (i.e. waste disposal) shall be conducted in accordance with actual expenditure.

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Price

The current total price according to the order in attachment 1 is € 91.714,00 net.

In total

Room Rental	64.785,00 €
Technical Equipment	8.595,00 €
Personnel	18.334,00 €

On receipt of a detailed list of the goods and services required we can provide a further provisional cost estimate including labour and equipment.

Terms of payment

A down payment of 25% of the full rental price shall be made on signing the contract. The remaining amount shall be paid at the latest 14 days before the event is scheduled to begin. Room, equipment rental, service provision and transgression of time blocks shall be charged according to the price list in a separate invoice to be sent after the event.

Contractual Terms

By submitting the signed event contract, the contracting party confirms that it is aware that TSG is not liable for damage to property and/or persons suffered by users or visitors of the contract premises and that it is aware of the limitations in this respect in the General Terms and Conditions (in particular items 31 and 32). Against this background, the contracting party confirms that it has taken out organiser's liability insurance with a coverage amount of at least EUR 5 million per case of damage and submits an insurance policy/confirmation of coverage.

Contract fee

According to clause §15 paragraph 2 of the 1957 law on fees in the updated version from 1976, BGBl. no. 668/76 of the November 30, 1976, Salzburg Congress shall be obliged to charge 1% of the invoice total to be paid to the tax office.

Catering

The Sheraton Grand Salzburg is the exclusive catering service provider for Salzburg Congress. For more details please contact the banqueting department: phone: +43-(0)662 88999-9945, fax: +43-(0)662-88999-34, e-mail: catering.salzburg@sheraton.com.

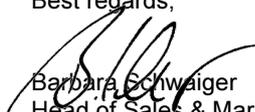
Event support services

For support prior to the event and on-site during the event please contact the organising team on: +43-(0)662-88987 ext. -610, ext. -612, ext. -613 or ext. -620.

We are now making a non-binding reservation for the subsequent facilities until the **October 31, 2025** . Please contact us if you have any questions.

This document is considered an officially signed order confirmation on the part of your company/institution. On signing this document you confirm acceptance of the offer in attachment 1, our terms and conditions of business, our safety regulations laid down by the authorities as well as the actual data privacy statement.

Best regards,


Barbara Schwaiger
Head of Sales & Marketing
(Sent per e-mail)

Attachment 1: 7662

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Date, venue

VAT ID number

Stamp, signature

www.salzburgcongress.at

TOURISMUS SALZBURG GMBH
Auerspergstraße 6
5020 Salzburg, Austria

Salzburg Congress
Tel.: +43 / 662 / 889 87-0
Fax: +43 / 662 / 889 87-210
welcome@salzburgcongress.at

Salzburger Sparkasse Bank AG
IBAN: AT97 2040 4004 0024 0002
BIC-(SWIFT) Code: SBGSAT2S

Sitz: Salzburg · FN: 143060 h
Landesgericht Salzburg
DVR: 0854468
UID: ATU 40555109

Clarinetfest 2028

July 12, 2028 - Wednesday

article	time	quantity	amount unit	single amount	total amount
Generally					
WiFi	08:00 -18:00	1	1,00 event	1.560,00	1.560,00
Room supervisor	08:00 -18:00	1	10,00 hour	67,00	670,00
Technician	08:00 -18:00	1	10,00 hour	81,00	810,00
Technician / Workshop Rooms	08:00 -18:00	1	10,00 hour	81,00	810,00
Cleaning person during event	08:00 -18:00	1	10,00 hour	47,00	470,00
Entrance control	08:00 -18:00	1	10,00 hour	40,00	400,00
Registration & Back office					
Entrance foyer	08:00 -18:00	1	1,00 day	630,00	630,00
Workshop 6 / 60 pax					
Paracelsus-Hall	08:00 -18:00	1	1,00 day	760,00	760,00
Workshop 7 / 100 pax					
Trakl-Hall	08:00 -18:00	1	1,00 day	930,00	930,00
Workshop 8 / 100 pax					
Doppler-Hall	08:00 -18:00	1	1,00 day	930,00	930,00
Workshop 1 35 pax					
Mozart-Hall 1	08:00 -18:00	1	1,00 day	670,00	670,00
Workshop 2 / 40 pax					
Mozart-Hall 2	08:00 -18:00	1	1,00 day	670,00	670,00
Workshop 3 / 40 pax					
Mozart-Hall 3	08:00 -18:00	1	1,00 day	670,00	670,00
Workshop 4 / 50 pax					
Mozart-Hall 4	08:00 -18:00	1	1,00 day	800,00	800,00
Workshop 5 / 50 pax					
Mozart-Hall 5	08:00 -18:00	1	1,00 day	800,00	800,00
Set up Exhibition					
First floor settling&dismantling	08:00 -18:00	1	1,00 day	2.635,00	2.635,00

July 13, 2028 - Thursday

article	time	quantity	amount unit	single amount	total amount
Generally					
Room supervisor	08:00 -20:00	1	12,00 hour	67,00	804,00
Technician	08:00 -20:00	1	12,00 hour	81,00	972,00
Technician / Workshop Rooms	08:00 -20:00	1	12,00 hour	81,00	972,00

Cleaning person during event	08:00 -20:00	2	12,00 hour	47,00	1.128,00
Entrance control	08:00 -20:00	1	12,00 hour	40,00	480,00
Registration & Back office					
Entrance foyer	08:00 -20:00	1	1,00 day	630,00	630,00
Plenum / 1320 pax					
Europe-Hall	08:00 -20:00	1	1,00 day	6.300,00	6.300,00
Loudspeaker system (Europe-Hall)	08:00 -20:00	1	1,00 day	290,00	290,00
Lectern incl. 2 microphones	08:00 -20:00	1	1,00 day	64,00	64,00
Radio microphone	08:00 -20:00	3	1,00 day	85,00	255,00
Audio connection for laptop	08:00 -20:00	1	1,00 day	14,00	14,00
Video projector Barco UDM-4K22	08:00 -20:00	1	1,00 day	950,00	950,00
Vista Spyder X20 (set-up incl. 2 inputs)	08:00 -20:00	1	1,00 day	460,00	460,00
Screen 8 x 4,5 m (16:9)	08:00 -20:00	1	1,00 day	110,00	110,00
Technician	08:00 -20:00	1	12,00 hour	81,00	972,00
Workshop 6 / 60 pax					
Paracelsus-Hall	08:00 -20:00	1	1,00 day	760,00	760,00
Workshop 7 / 100 pax					
Trakl-Hall	08:00 -20:00	1	1,00 day	930,00	930,00
Workshop 8 / 100 pax					
Doppler-Hall	08:00 -20:00	1	1,00 day	930,00	930,00
Workshop 1 35 pax					
Mozart-Hall 1	08:00 -20:00	1	1,00 day	670,00	670,00
Workshop 2 / 40 pax					
Mozart-Hall 2	08:00 -20:00	1	1,00 day	670,00	670,00
Workshop 3 / 40 pax					
Mozart-Hall 3	08:00 -20:00	1	1,00 day	670,00	670,00
Workshop 4 / 50 pax					
Mozart-Hall 4	08:00 -20:00	1	1,00 day	800,00	800,00
Workshop 5 / 50 pax					
Mozart-Hall 5	08:00 -20:00	1	1,00 day	800,00	800,00
Exhibition Area					
First floor - 1.250 sqm	08:00 -20:00	1	1,00 day	5.270,00	5.270,00

July 14, 2028 - Friday

article	time	quantity	amount unit	single amount	total amount
Generally					
Room supervisor	08:00 -20:00	1	12,00 hour	67,00	804,00
Technician	08:00 -20:00	1	12,00 hour	81,00	972,00
Technician / Workshop Rooms	08:00 -20:00	1	12,00 hour	81,00	972,00
Cleaning person during event	08:00 -20:00	2	12,00 hour	47,00	1.128,00
Entrance control	08:00 -20:00	1	12,00 hour	40,00	480,00



Registration & Back office

Entrance foyer	08:00 -20:00	1	1,00 day	630,00	630,00
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Plenum / 1320 pax

Europe-Hall	08:00 -20:00	1	1,00 day	6.300,00	6.300,00
Loudspeaker system (Europe-Hall)	08:00 -20:00	1	1,00 day	290,00	290,00
Lectern incl. 2 microphones	08:00 -20:00	1	1,00 day	64,00	64,00
Radio microphone	08:00 -20:00	3	1,00 day	85,00	255,00
Audio connection for laptop	08:00 -20:00	1	1,00 day	14,00	14,00
Video projector Barco UDM-4K22	08:00 -20:00	1	1,00 day	950,00	950,00
Vista Spyder X20 (set-up incl. 2 inputs)	08:00 -20:00	1	1,00 day	460,00	460,00
Screen 8 x 4,5 m (16:9)	08:00 -20:00	1	1,00 day	110,00	110,00
Technician	08:00 -20:00	1	12,00 hour	81,00	972,00

Workshop 6 / 60 pax

Paracelsus-Hall	08:00 -20:00	1	1,00 day	760,00	760,00
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Workshop 7 / 100 pax

Traki-Hall	08:00 -20:00	1	1,00 day	930,00	930,00
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Workshop 8 / 100 pax

Doppler-Hall	08:00 -20:00	1	1,00 day	930,00	930,00
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Workshop 1 35 pax

Mozart-Hall 1	08:00 -20:00	1	1,00 day	670,00	670,00
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Workshop 2 / 40 pax

Mozart-Hall 2	08:00 -20:00	1	1,00 day	670,00	670,00
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Workshop 3 / 40 pax

Mozart-Hall 3	08:00 -20:00	1	1,00 day	670,00	670,00
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Workshop 4 / 50 pax

Mozart-Hall 4	08:00 -20:00	1	1,00 day	800,00	800,00
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Workshop 5 / 50 pax

Mozart-Hall 5	08:00 -20:00	1	1,00 day	800,00	800,00
Loudspeaker system	08:00 -20:00	1	1,00 day	190,00	190,00
Radio microphone	08:00 -20:00	1	1,00 day	85,00	85,00
Video projector (small halls)	08:00 -20:00	1	1,00 day	230,00	230,00
Screen 2,40 x 1,60 m (PS,TS,DS)	08:00 -20:00	1	1,00 day	27,00	27,00
Laptop (Windows10 & Office2019)	08:00 -20:00	1	1,00 day	74,00	74,00

Exhibition Area

First floor - 1.250 sqm	08:00 -20:00	1	1,00 day	5.270,00	5.270,00
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July 15, 2028 - Saturday

article	time	quantity	amount unit	single amount	total amount
Generally					
Room supervisor	08:00 -20:00	1	12,00 hour	67,00	804,00
Technician	08:00 -20:00	1	12,00 hour	81,00	972,00
Technician / Workshop Rooms	08:00 -15:00	1	7,00 hour	81,00	567,00
Cleaning person during event	08:00 -20:00	2	12,00 hour	47,00	1.128,00

Entrance control	08:00 -20:00	1	12,00 hour	40,00	480,00
Registration & Back office					
Entrance foyer	08:00 -20:00	1	1,00 day	630,00	630,00
Plenum / 1320 pax					
Europe-Hall	08:00 -15:00	1	1,00 day	6.300,00	6.300,00
Loudspeaker system (Europe-Hall)	08:00 -15:00	1	1,00 day	290,00	290,00
Lectern incl. 2 microphones	08:00 -15:00	1	1,00 day	64,00	64,00
Radio microphone	08:00 -15:00	3	1,00 day	85,00	255,00
Audio connection for laptop	08:00 -15:00	1	1,00 day	14,00	14,00
Video projector Barco UDM-4K22	08:00 -15:00	1	1,00 day	950,00	950,00
Vista Spyder X20 (set-up incl. 2 inputs)	08:00 -15:00	1	1,00 day	460,00	460,00
Screen 8 x 4,5 m (16:9)	08:00 -15:00	1	1,00 day	110,00	110,00
Technician	08:00 -15:00	1	7,00 hour	81,00	567,00
Workshop 6 / 60 pax					
Paracelsus-Hall	08:00 -15:00	1	1,00 day	760,00	760,00
Workshop 7 / 100 pax					
Trakl-Hall	08:00 -15:00	1	1,00 day	930,00	930,00
Workshop 8 / 100 pax					
Doppler-Hall	08:00 -15:00	1	1,00 day	930,00	930,00
Workshop 1 35 pax					
Mozart-Hall 1	08:00 -15:00	1	1,00 day	670,00	670,00
Workshop 2 / 40 pax					
Mozart-Hall 2	08:00 -15:00	1	1,00 day	670,00	670,00
Workshop 3 / 40 pax					
Mozart-Hall 3	08:00 -15:00	1	1,00 day	670,00	670,00
Workshop 4 / 50 pax					
Mozart-Hall 4	08:00 -15:00	1	1,00 day	800,00	800,00
Workshop 5 / 50 pax					
Mozart-Hall 5	08:00 -15:00	1	1,00 day	800,00	800,00
Exhibition Area					
First floor - 1.250 sqm	08:00 -15:00	1	1,00 day	5.270,00	5.270,00



net-sum			<u>91.714,00</u>
plus	20.00 % VAT	91.714,00	<u>18.342,80</u>
			EUR 110.056,80
plus	1,00 % contract fee	110.056,80	<u>1.100,57</u>
total:			EUR 111.157,37