

## Booking Speed Meetings

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### Facts

- The Speed Meetings take place in the conference rooms of Messe Zurich and last **15 minutes** each.
- The price per booked slot is **CHF 500.00**.
- A maximum of **2 slots can be booked per day**. Please submit one booking form per Speed Meeting.
- The capacity is limited to a **maximum of 20 people**. Registration is required.
- If there are **fewer than 10 registrations** one week before the event, the Speed Meeting will be cancelled. There will be no cost incurred for you.
- If **fewer than 10 participants** check in at the event, the registration fee will be refunded.

Please send the completed form to [booking@hrfestival.ch](mailto:booking@hrfestival.ch) by 31.01.2025 at the latest.  
We look forward to receiving your registration and are happy to assist with any questions.

### Contact person details (receives all organisational information regarding the Speed Meetings)

Salutation / first and last name: \_\_\_\_\_

Company: \_\_\_\_\_

E-Mail address: \_\_\_\_\_

### Invoice address

Invoice address: \_\_\_\_\_

E-Mail address for invoicing: \_\_\_\_\_

Comments: \_\_\_\_\_

Unless otherwise requested, all invoices will be sent by e-mail

### Details Speed-Meeting

Title: \_\_\_\_\_

Salutation / first and last name: \_\_\_\_\_

Desired slot (overview page 2):

- Day / time:
- number:

Please assign your topic to a **maximum of four** of the subject areas listed. If you cannot find a suitable category for your topic, please contact us.

#### Talentmanagement &-acquisition

- Employer Branding / Personnel Marketing
- Interim
- Onboarding
- Personnel Services
- Recruiting / E-Recruiting / ATS

#### HR Services

- Law
- Consulting
- Compensation and Benefits / GiveAway & Engagement
- Payroll Accounting
- Outplacement
- Relocation
- Expense Management
- Insurances
- Time recording

#### Further education

- Seminars / Seminar locations
- Coaching
- E-Learning
- Courses
- Change-Management

#### Health Management

- Corporate Health Management
- Workplace Design
- Exercise & Nutrition
- Wellbeing

#### HR Digitalisation

- Consulting HR digitalisation
- Digital HR transformation
- HR-Software / Employee Experience

Date / place, signature

## Available slots Speed Meetings

Tuesday, 25.03.2025

Nr.	K1 / 20 spots	Nr.	K2 / 20 spots	Nr.	K4 / 20 spots	Nr.	K5 / 20 spots
1	09.00 - 09.15 Uhr	16	09.00 - 09.15 Uhr	31	09.00 - 09.15 Uhr	46	09.00 - 09.15 Uhr
2	09.30 - 09.45 Uhr	17	09.30 - 09.45 Uhr	32	09.30 - 09.45 Uhr	47	09.30 - 09.45 Uhr
3	10.00 - 10.15 Uhr	18	10.00 - 10.15 Uhr	33	10.00 - 10.15 Uhr	48	10.00 - 10.15 Uhr
4	10.30 - 10.45 Uhr	19	10.30 - 10.45 Uhr	34	10.30 - 10.45 Uhr	49	10.30 - 10.45 Uhr
5	11.00 - 11.15 Uhr	20	11.00 - 11.15 Uhr	35	11.00 - 11.15 Uhr	50	11.00 - 11.15 Uhr
6	11.30 - 11.45 Uhr	21	11.30 - 11.45 Uhr	36	11.30 - 11.45 Uhr	51	11.30 - 11.45 Uhr
7	12.00 - 12.15 Uhr	22	12.00 - 12.15 Uhr	37	12.00 - 12.15 Uhr	52	12.00 - 12.15 Uhr
8	13.00 - 13.15 Uhr	23	13.00 - 13.15 Uhr	38	13.00 - 13.15 Uhr	53	13.00 - 13.15 Uhr
9	13.30 - 13.45 Uhr	24	13.30 - 13.45 Uhr	39	13.30 - 13.45 Uhr	54	13.30 - 13.45 Uhr
10	14.00 - 14.15 Uhr	25	14.00 - 14.15 Uhr	40	14.00 - 14.15 Uhr	55	14.00 - 14.15 Uhr
11	14.30 - 14.45 Uhr	26	14.30 - 14.45 Uhr	41	14.30 - 14.45 Uhr	56	14.30 - 14.45 Uhr
12	15.00 - 15.15 Uhr	27	15.00 - 15.15 Uhr	42	15.00 - 15.15 Uhr	57	15.00 - 15.15 Uhr
13	15.30 - 15.45 Uhr	28	15.30 - 15.45 Uhr	43	15.30 - 15.45 Uhr	58	15.30 - 15.45 Uhr
14	16.00 - 16.15 Uhr	29	16.00 - 16.15 Uhr	44	16.00 - 16.15 Uhr	59	16.00 - 16.15 Uhr
15	16.30 - 16.45 Uhr	30	16.30 - 16.45 Uhr	45	16.30 - 16.45 Uhr	60	16.30 - 16.45 Uhr

Wednesday, 26.03.2025

Nr.	K1 / 20 spots	Nr.	K2 / 20 spots	Nr.	K4 / 20 spots	Nr.	K5 / 20 spots
61	09.00 - 09.15 Uhr	74	09.00 - 09.15 Uhr	87	09.00 - 09.15 Uhr	100	09.00 - 09.15 Uhr
62	09.30 - 09.45 Uhr	75	09.30 - 09.45 Uhr	88	09.30 - 09.45 Uhr	101	09.30 - 09.45 Uhr
63	10.00 - 10.15 Uhr	76	10.00 - 10.15 Uhr	89	10.00 - 10.15 Uhr	102	10.00 - 10.15 Uhr
64	10.30 - 10.45 Uhr	77	10.30 - 10.45 Uhr	90	10.30 - 10.45 Uhr	103	10.30 - 10.45 Uhr
65	11.00 - 11.15 Uhr	78	11.00 - 11.15 Uhr	91	11.00 - 11.15 Uhr	104	11.00 - 11.15 Uhr
66	11.30 - 11.45 Uhr	79	11.30 - 11.45 Uhr	92	11.30 - 11.45 Uhr	105	11.30 - 11.45 Uhr
68	12.00 - 12.15 Uhr	80	12.00 - 12.15 Uhr	93	12.00 - 12.15 Uhr	106	12.00 - 12.15 Uhr
68	13.00 - 13.15 Uhr	81	13.00 - 13.15 Uhr	94	13.00 - 13.15 Uhr	107	13.00 - 13.15 Uhr
69	13.30 - 13.45 Uhr	82	13.30 - 13.45 Uhr	95	13.30 - 13.45 Uhr	108	13.30 - 13.45 Uhr
70	14.00 - 14.15 Uhr	83	14.00 - 14.15 Uhr	96	14.00 - 14.15 Uhr	109	14.00 - 14.15 Uhr
71	14.30 - 14.45 Uhr	84	14.30 - 14.45 Uhr	97	14.30 - 14.45 Uhr	110	14.30 - 14.45 Uhr
72	15.00 - 15.15 Uhr	85	15.00 - 15.15 Uhr	98	15.00 - 15.15 Uhr	111	15.00 - 15.15 Uhr
73	15.30 - 15.45 Uhr	86	15.30 - 15.45 Uhr	99	15.30 - 15.45 Uhr	112	15.30 - 15.45 Uhr