

MEMORANDUM OF UNDERSTANDING (MoU)

Between

ACME Meetings (ACME Conferences & Events Organization) and Dr.-Ing. Detlef Hoyer (former director of the "BFI*ERT Bildungs- und Forschungsinstitut für Erweiterte Relativitätstheorie" for realization of the conference "Mechanical and Aerospace Engineering (MECHMEET2026)"

1. Purpose

This Memorandum of Understanding (MoU) is established to outline the terms of cooperation between Dr.-Ing. Detlef Hoyer, Alumnus of Technical University Hamburg (TUHH) and ACME Meetings, an international conference and event organizer, for the joint organization of an international scientific conference.

The aim of this collaboration is to promote scientific exchange, enhance international visibility, and create a high-quality academic event in the fields of engineering, technology, and applied sciences.

2. Background on ACME Meetings

ACME Meetings is an international professional event organizer specializing in scientific, technological, and industrial conferences. The organization hosts global meetings across Europe, North America, and Asia, offering platforms for researchers, industry leaders, and innovators to collaborate and present new research. Their meeting portfolio includes conferences in engineering, materials science, energy, biotechnology, and advanced technologies.

3. Responsibilities at Technical University of Hamburg (@TUHH)

1. @TUHH will serve as **local host institution** for the conference.
2. @TUHH will organize **venue facilities**, including:
 - o Main conference room
 - o Area with stools and tables for breaks (breakfast, lunch, coffee)
 - o Registration area
 - o Technical equipment (projectors, sound systems, internet, etc.)
3. @TUHH will designate **Dr.-Ing. Detlef Hoyer** as **Conference Co-President**.
4. @TUHH will provide institutional support for local logistics when needed.
5. @TUHH may promote the conference within academic and scientific networks.

4. Responsibilities of ACME Meetings

1. ACME Meetings will act as the primary **conference organizer**, responsible for:
 - o Conference website, registration system, and promotional materials
 - o Scientific program coordination in cooperation with @TUHH
 - o Speaker invitations and communication
 - o Sponsorship outreach and exhibitor management

2. ACME Meetings will coordinate with @TUHH on all academic aspects and ensure high professional standards.

5 . Financial Arrangements

1. ACME Meetings will set the official **registration fees as per conference website**.
2. ACME Meetings and @TUHH in collaboration with Northern Institute of Technology (NIT) can extend below list.
 - Desk printer, Name badge, Personnel equipment, Conference bag, Bag Items, Posters (10 pieces), Poster stand tripod, Cardboard cups, Certificate Refreshments, coffee, Live broadcast camera, Flag, Food, Program printout Flag will be provided by ACME Meetings.
 - Conference rooms, Zoom, White tableclothx8, Plastic plates, water, tea, coffee, laptop, restaurant, Internet, Screen/laptop/projector will be provided by NITHH Northern Institute of Technology Management gGmbH
 - Venue-related costs provided by NITHH and coordinated with ACME Meetings will be balanced by the main organizer

6. Academic Governance

1. The conference will be jointly led by:
 - **Conference Co-President (@TUHH):** Dr.-Ing. Detlef Hoyer
 - **Conference Co-President (ACME Meetings):** Representative designated by ACME Meetings
2. A **Scientific Committee** will be jointly formed by @TUHH and ACME Meetings.
3. (@TUHH retains the right to approve the final scientific theme, keynote speakers, and academic structure.

7. Use of University Facilities and Branding

1. ACME Meetings is permitted to use the official name and logo of **NITHH only for conference-related promotional purposes**, with prior approval.
2. @TUHH may use conference materials, proceedings, and branding for academic dissemination.

8. Duration and Termination

1. This MoU becomes effective on the date of signature and remains valid until the completion of the conference and all related financial obligations.
2. Either party may withdraw with written notice at least **30 days prior** to the planned conference date.

9. Non-Binding Nature

This MoU expresses good-faith intentions and does not constitute a legally binding contract. A detailed agreement may be prepared later if required.

10. Signatures

ACME Meetings



@TUHH: Dr.-Ing. Detlef Hoyer, NIT, BFI*ERT

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