

## Sponsorship Terms and Conditions

Agreement to participate in sponsorship is subject to the following terms and conditions:

1. Submissions must be made by email to [events@incoseuk.org](mailto:events@incoseuk.org) by Friday 9 October.
2. Payment is to be made in full 15 days after the issue of the sponsorship invoice unless the event starts prior to the 15-day period, then the invoice must be paid in full by Friday 30 October.
3. All Sponsorship for ASEC 2020 is non-refundable.
4. The upload of all logos, videos and other promotional material is the responsibility of the Sponsor and will be executed via the Sponsors portal from 19 October, subject to the payment being received.
5. Sponsor acknowledgement in the society's promotional material will commence in the first relevant publication and the ASEC 2020 events website following the return of the signed sponsorship document and payment of the invoice.

ASEC 2020 Virtual Event Benefits	Gold	Silver	Bronze
	<b>£5,000.00*</b>	<b>£2,000.00*</b>	<b>£1,800.00*</b>
Company logo with hotlink on the ASEC 2020 website	Y	Y	Y
Recognition on Symposium Virtual Signage	Y	Y	Y
Recognition on Social Media	Y	Y	Y
Electronic Delegate List **	Y	Y	Y
Complimentary Registration	5	2	0
Logo on Proceedings Cover (must be secured by 30 September 2020)	Y	N	N
<b>Sponsor Showcase:</b>			
Company Description	Y	Y	Y
Customisation (logo, banner, background)	Y	Y	Y
Private Chat with Participants	Y	Y	Y
Promotional Video (recorded)	Up to 2	1	0
Promotional Flyer	Up to 2	1	1
<b>Please tick the sponsorship type you would like to secure:</b>			

\*Prices exclude VAT.

\*\* Provided after the event.

INCOSE UK UKAB Companies are entitled to 20% discount.



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In order to confirm your sponsorship this agreement must be signed and returned by email ([events@incoseuk.org](mailto:events@incoseuk.org)). On receipt of request an invoice will be forwarded.

*I agree as the authorised signatory for the organisation, to be bound by the terms and conditions:*

If your company requires a specific Purchase Order number please supply it here.	
Name	
Signature	
Date	
Company Name	

**Please return the completed and signed form to [events@incoseuk.org](mailto:events@incoseuk.org) .**