



2017 SPE/ICoTA Coiled Tubing & Well Intervention

Conference & Exhibition

George R. Brown Convention Center
21-22 March 2017 • Houston, Texas, USA



GENERAL SPONSORSHIPS CONTRACT

This is the Sponsorship Contract for the 2017 SPE/ICoTA Coiled Tubing & Well Intervention Conference & Exhibition (CTWI) in Houston, Texas, USA which will become a binding contract if the sponsor satisfies and agrees to Sponsorship Policies as set forth in this Contract. The undersigned sponsor does hereby request a sponsorship for the SPE/ICoTA Coiled Tubing & Well Intervention Conference & Exhibition scheduled for 21-22 March 2017. The individual signing this agreement warrants that he/she has the authority to bind contractually the organization contracting for the sponsorship.

CONTACT INFORMATION *

*Required: All information must be filled in completely before submitting

Company: _____

Booth Number: _____

Contact Name: _____

Title: _____

Phone: _____

Cell: _____

Email: _____

URL Address: _____

Marketing/Agency Contact Name: _____

Marketing/Agency Phone: _____

Marketing/Agency Email: _____

BILLING INFORMATION FOR INVOICING *

Billing Invoice: Send to: (check one)

Primary Company Contact

Marketing / Agency Contact

Invoice Address:

Street Address: _____

City/State/Province: _____

Zip Code/Postal Code: _____ Country: _____

Phone: _____ Email: _____

I hereby submit this contract for a sponsorship the 2017 SPE/ICoTA Coiled Tubing & Well Intervention Conference & Exhibition and agree to abide by the policies and procedures as outlined in this contract.

Authorized Representative Signature

Authorized Representative (Please Print)

Date

SPE Representative

Date

OPPORTUNITY SELECTED

Advertising: _____

Sponsorship(s): _____

Rig Sponsorship Space: _____' x _____' (Indoor) if applicable

Additional Details:

PAYMENT DUE

Payment accepted in US dollars (USD) only.
Refer to Payment Policy on Page 4

Advertising Total (100% Due with Contract): **USD** _____

Sponsorship Total (100% Due with Contract): **USD** _____

Total Paid with Contract: **USD** _____

PAYMENT METHOD

___ Check Enclosed Check Number: _____

Please make checks payable to the Society of Petroleum Engineers.

___ Wire Transfer ___ Credit Card

Once your order has been fully processed internally, you will receive an invoice for your purchase. The invoice will contain complete instructions for the secure submission of your payment.

P.O. Number: _____ (if applicable)

SPE SALES REPRESENTATIVES

222 Palisades Creek Drive * Richardson, Texas, USA 75080
Phone: +1.972.952.9393 • Fax: +1.866.491.7171

Jennifer Palladina (A-FI) + 1.713.457.6827 or jpalladina@spe.org

Jason Plotkin (Fm-O) + 1.713.457.6877 or jplotkin@spe.org

Kirk Colligan (P-Z) + 1.972.952.9516 or kcolligan@spe.org

SPE Internal Use Only

List sponsorship benefits such as comp ad, # of comp registrations, etc.

COMPANY NAME: _____

BOOTH NUMBER: (IF APPLICABLE) _____

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ADVERTISING OPPORTUNITIES

• **CONFERENCE PROGRAM – QUANTITY MAY BE LIMITED. ALL ADS ARE 4-COLOR.**

Inside Front Cover	USD 1,000
Outside Back Cover	USD 1,000
Inside Back Cover	USD 900
Full Page	USD 700

• **WEB BANNER AD..... USD 1,500**

A maximum of two ad positions are available per page. Please note page preference 1 thru 2.

___ Travel and Accommodations page

___ Registration page

Pages subject to availability. Banner will be posted when received. Other pages may be available, call for details

SPONSORSHIP OPPORTUNITIES AND BENEFITS

ALL SPONSORSHIPS RECEIVE:

- Prominent on-site signage displayed at the conference recognizing the sponsorship
- Recognition in the conference program (provided sponsorship is confirmed before print deadline)
- Recognition on the PowerPoint slides viewed between technical sessions
- Recognition on the conference website, including a link to your company's website
- Recognition in the Proceedings

CONFERENCE/RIG SPONSORSHIP – CALL FOR DETAILS

- All rigs must be approved by SPE Exhibits Management. Space allotted for rigs is 1,400 Net Sq. Ft. Any equipment outside the parameter is subject to an additional USD 28 Per Net Sq. Ft. Please submit space contract for additional space with conference sponsorship contract.
- Preferred placement of rig display on exhibit floor
- Food and/or beverage location adjacent to rig display
- Full-page 4-color ad in Conference Program (by Sponsor)
- Recognition as Conference Sponsor in Conference Program, including rig description (See Policy Page)
- Company logo on Conference website as Conference Sponsor
- Company logo on Conference Bag, plus one insert in bag (provided by sponsor)
- Recognition on the PowerPoint Sponsor Page viewed between technical sessions
- Onsite signage as Conference Sponsor—including logo on directional signage, entrance unit in Registration area, and banner on exhibit floor over rig display
- Ten (10) complimentary Full Conference Registrations
- Ten (10) complimentary One-Day Exhibitor Only Registrations for booth staff
- Unlimited complimentary Guest Cards to distribute to clients – One-day Exhibits only access
- **A driver must be on property at all times in the event that the rig needs to be moved**

EXPO RECEPTION – INDIVIDUAL USD 7,500, EXCLUSIVE USD 15,000

- Tuesday, 21 March
- Multiple Sponsors receive two (2) complimentary full conference registration
- Exclusive Sponsor receives four (4) complimentary full conference registrations
- Sponsor(s) may provide branded cocktail napkins to be used during reception
- Note: If Sponsors request additional F&B onsite, the company will be billed for the extra F&B

MOBILE DEVICE CHARGING STATION – INDIVIDUAL USD 6,000

- Recognition of your company while attendees charge their cell phones near registration
- Two (2) advertising components: an LCD screen capable of slide shows and video with sound, and an exterior company branded vinyl wrap
- Commercial to be loaded onto video screen of each station, 3 minute maximum

DESSERT & COFFEE BREAK ON THE EXHIBIT FLOOR – USD 5,000 EACH

- Tuesday, 21 March
- Prominent on-site signage displayed at the conference in high-traffic areas
- Sponsor may provide branded cocktail napkins to be used during sponsored break
- One (1) coffee and/or dessert station located near booth, if applicable

KEYNOTE LUNCHEON – INDIVIDUAL USD 5,000

- Tuesday, 21 March
- Sponsors receive two (2) complimentary full conference registration and four (4) complimentary keynote luncheon tickets

NETWORKING LUNCHEON ON THE EXHIBIT FLOOR – INDIVIDUAL USD 5,000

- Wednesday, 22 March
- Multiple Sponsors receive two (2) complimentary full conference registrations

COMPANY NAME: _____

BOOTH NUMBER: (IF APPLICABLE) _____

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DAILY COFFEE BREAKS ON THE EXHIBIT FLOOR – USD 4,200 EACH

- Prominent on-site signage displayed at the conference in high-traffic areas
- Sponsor may provide branded cocktail napkins to be used during sponsored break
- One (1) coffee and/or dessert station located near booth, if applicable
- Available days/times
 - SOLD** Tuesday AM
 - Tuesday PM
 - Wednesday AM
 - Wednesday PM

ESCALATOR RUNNERS – INDIVIDUAL USD 4,000

- Sponsor to provide artwork that meets Freeman artwork guidelines
- Two (2) individual escalator runners to be located on escalator running on either Level 1 to Level 2 or Level 2 to Level 3 in Hall E
- See [Freeman Plantour](#)

CONFERENCE PENS AND NOTEPADS – EXCLUSIVE USD 3,000

- Sponsor will provide logo branded pens and pads approved by SPE/ICoTA
- Distributed by SPE on tables in the Registration area
- Recommended quantity for distribution: 800

NAME BADGE LANYARDS – EXCLUSIVE USD 3,000 **SOLD**

- Sponsor to provide company logo and/or marketing message printed on lanyards
- Distributed by SPE at the Registration area
- Lanyards are to be breakaway and dual clip and must be approved by SPE/ICoTA
- Recommended quantity for distribution: 800

CARPET STICKERS – INDIVIDUAL USD 3,000

- Sponsor to provide artwork that meets Freeman artwork guidelines
- Ten (10) 36" X 36" carpet logo stickers to be placed around the exhibit hall floor in Hall E

BANNERS – INDIVIDUAL OPPORTUNITIES, PRICING VARIES

- Sponsor to provide artwork that meets Freeman artwork guidelines
- One (1) banner – various sizes and locations - See [Freeman Plantour](#)

[SPE EDITORIAL/ADVERTISING/SPONSORSHIP POLICY](#)

The Society of Petroleum Engineers encourages open and objective discussion of technical and professional subjects pertinent to the interests of the society in its publications. Society publications shall contain no judgmental remarks or opinions on the technical competence, personal character, or motivations of any individual, company, or group. Any material which, in the publisher's opinion, does not meet the standards for objectivity, pertinence, and professional tone will be returned to the contributor with a request for revision before publication.

SPE accepts advertising (print and electronic) for goods and services that, in the publisher's judgment, address the technical or professional interests of its readers. SPE reserves the right to refuse to publish any advertising it considers to be unacceptable. Advertising that can be construed as discriminating or advocating discrimination on the basis of race, gender, religion, disability, sexual orientation, or national origin will not be accepted. As a global organization, SPE will also reject advertising that, in the publisher's opinion, might be culturally offensive to SPE members.

With an array of unique promotional opportunities, SPE/ICoTA can help you design the perfect program to enhance your company's experience at CTWI 2017. This program includes a variety of sponsorship opportunities. For complete details, please review the included information or contact the Sales Department listed on the first page of this contract.

SPE/ICoTA has instituted the following policies for sponsorship opportunities with the SPE/ICoTA Coiled Tubing & Well Intervention Conference & Exhibition. Once signed, the Advertiser/Sponsor agrees that these policies are considered binding and agrees to adhere to these policies in order to secure advertising and/or a sponsorship.

ADVERTISING/SPONSORSHIP GUIDELINES

- **All copy must be submitted and approved by SPE prior to implementation.**
- All individual and exclusive sponsorships are subject to the right of renewal of the previous year's sponsor.
- SPE/ICoTA will contact each previous year's advertiser/sponsor to advise the right of renewal and the deadline they must submit their advertising/sponsorship contract and deposit in order to renew their advertisement/sponsorship.
- Should the previous year's advertiser/sponsor not meet the deadline or should they elect not to renew their advertisement/sponsorship, SPE/ICoTA will then consider this advertisement/sponsorship available to all SPE exhibitors.
- **It is the responsibility of the sponsor to adhere to the sponsorship and logo specifications information.**
- Advertising will not be accepted that is considered by SPE/ICoTA in any way to be inappropriate to SPE's image.
- Advertising will not be accepted if it includes politically controversial terms.
- Advertising is accepted by SPE/ICoTA with the understanding that the advertiser is ultimately responsible and liable for full payment to SPE of any outstanding charges for advertising space.
- In accepting advertising, SPE/ICoTA provides no guarantees that such advertising will result in revenues for the advertiser.
- The final decision on advertising format and terminology rests with SPE and is provided in the advertising specifications.
- **It is the responsibility of the advertiser to adhere to the advertising/sponsorship and logo specifications information.**

COMPANY NAME: _____

BOOTH NUMBER: (IF APPLICABLE) _____

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PAYMENT POLICIES

SPONSORSHIPS

- SPE/ICoTA requires that a fifty percent (50%) deposit on all sponsorships be submitted with the signed contract.
- No sponsorship will be acknowledged or promoted, either in print or on the SPE/ICoTA official website, until the contract and required deposit has been submitted.
- The remaining fifty percent (50%) of the sponsorship is due ninety (90) days prior to the event. If a participant has contracted a sponsorship within ninety (90) days of the event, full payment (100%) is required with submittal of contract.
- Payment is accepted in US dollars only. SPE/ICoTA also accepts most credit cards, checks, money orders and wire transfers.
- Should a sponsor elect to cancel a confirmed sponsorship, SPE/ICoTA is not entitled to refund the monies paid to SPE/ICoTA.
- **Company representative signature binds the company to the payment and cancellation schedule. If the company cancels participation with money due, the outstanding funds will be due upon cancellation.**

ADVERTISING

- SPE/ICoTA must receive signed Advertising Contract in order to secure advertising space.
- All premium advertising locations are subject to the right of renewal by the previous year's advertiser. Should the previous year's advertiser elect not to advertise in this premium location, SPE/ICoTA will then consider this location available to all SPE/ICoTA exhibitors and eligible advertisers.
- No advertisement will be published until the advertiser has submitted the Advertising Contract.
- For advertising space in the SPE/ICoTA Conference Program, 100% of payment is due with contract.
- For all website advertising space, 100% of payment is due with contract.
- Payment is accepted in US dollars only. SPE/ICoTA accepts most credit cards, checks, money orders and wire transfers.
- Should an advertiser elect to cancel its confirmed advertisement, the advertiser is not entitled to a refund of monies paid to SPE/ICoTA.
- **Company representative signature binds the company to the payment and cancellation schedule. If the company cancels participation with money due, the outstanding funds will be due upon cancellation.**

DEADLINES

To secure advertising space or sponsorship promotion in the Conference Program:

- Advertising/Sponsorship Contracts and payment must be received **prior to 25 January 2017.**
- Advertising Materials must be received **no later than 1 February 2017.**

See separate document for Advertising and Logo specifications.

If a sponsor does not meet the published deadlines, SPE/ICoTA cannot guarantee promotion of sponsorship and reserves the right to invoke penalties for late submissions.