



COMPANY NAME: \_\_\_\_\_

## SPE Workshop Sponsorship Contract

### SPONSORSHIP OPPORTUNITIES

#### ALL SPONSORSHIPS RECEIVE:

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

#### Platinum – USD 5000

- Three complimentary registrations
- Sponsor may provide one (1) 8½ x 11 full page flyer for distribution to attendees at registration desk.
- Sponsor may provide one (1) company logo item to be distributed to attendees.

#### Gold – USD 4000

- Two complimentary registrations
- Sponsor may provide one (1) company logo item to be distributed to attendees.

#### Welcome Reception – USD 4000

- One complimentary registration
- Sponsor may provide one (1) company logo item to be distributed to attendees.
- Onsite recognition during reception.

#### Silver –USD 3000

- One complimentary registration

#### Coffee Breaks –USD 2,500

- Recognition during 4 coffee breaks (2 per day, AM and PM)
- Sponsor may provide one (1) company logo item to be distributed to attendees.

#### Lunch –USD 2,000 each day (or USD 3,500 full for both lunches)

- Recognition during lunch
- One complimentary registration with purchase of both lunches.

#### Pens and Pads –USD 1,500

- Exclusive distribution of pens and pads.
- Pens and pads to be provided by sponsor.

#### Patron – USD1, 000

- Recognition of your company as a patron of SPE on appropriate marketing and communication materials

#### Workshop Bags – **SOLD secured by Repsol**

Exclusive distribution of workshop bags with company logo and SPEI logo. Approved by both parties.

#### Lanyards – **SOLD secured by Halliburton**

- Exclusive distribution of lanyards to attendees.
- Lanyards to be provided by sponsor

### SPE ADVERTISING POLICY

SPE accepts advertising 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.

#### SPONSORSHIP GUIDELINES

- **All copy must be submitted and approved by SPE prior to implementation.**
- **It is the responsibility of the sponsor to adhere to the sponsorship and logo specifications information.**

#### PAYMENT POLICY

- SPE requires that one hundred percent (100%) payment on all sponsorships be submitted with the signed contract.
- No sponsorship will be acknowledged or promoted, either in print or on the SPE official website, until the contract and required deposit has been submitted.
- Payment is accepted in US dollars only. SPE also accepts most credit cards, checks, money orders and wire transfers.
- Should a sponsor elect to cancel a confirmed sponsorship, SPE is not entitled to refund the monies paid to SPE.
- 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

**\*\*In order for sponsorship to be promoted in the Workshop Technical Program:**

- Sponsorship Contracts and payment must be received **prior to 31 August 2017.**
- Sponsor logos should be sent as vector based .EPS or .AI files, 4 color process.
- If a vector based logo does not exist use the following file recommendations:
  - Logo should be at least 2 inches wide when produced at 300 pixels per inch.
  - Logo should be submitted as a .TIF or .EPS file formats.

***If a sponsor does not meet the published deadlines, we cannot guarantee promotion of sponsorship.***