



# SPONSORSHIP CONTRACT

This is the Sponsorship Contract for the 2019 SPE Reservoir Simulation Conference which will become a binding contract if the sponsor satisfies and agrees to the Sponsorship Policies as set forth in this Contract. The undersigned does hereby request to be a sponsor for SPE Reservoir Simulation Conference scheduled 10-11 April 2019. The individual signing this agreement warrants that he/she has the authority to bind contractually the organization contracting for the advertising and/or sponsorship.

## CONTACT INFORMATION \*

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

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

Contact Name: \_\_\_\_\_

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

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

URL Page Link: \_\_\_\_\_

Marketing/Agency Contact Name: \_\_\_\_\_

Marketing/Agency Phone: \_\_\_\_\_

Marketing/Agency Email: \_\_\_\_\_

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

## BILLING INFORMATION FOR INVOICING \*

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 2019 SPE Reservoir Simulation Conference and agree to abide by the policies and procedures as outlined in this contract.

\_\_\_\_\_  
Authorized Representative                      Date: \_\_\_\_\_

\_\_\_\_\_  
SPE Representative                              Date: \_\_\_\_\_

## OPPORTUNITIES SELECTED

Sponsorship Opportunities Selected:

## PAYMENT DUE

**Payment accepted in US dollars (USD) only.**

*Refer to Payment Policy on Page 3*

**Sponsorship Total:**

100% Due with Contract                      USD \_\_\_\_\_

## PAYMENT METHOD

- Wire Transfer\*
- Credit Card
- Check Number\*\*: \_\_\_\_\_

\*For details on paying by wire transfer or credit card, please contact Stacie Ehler at [sehler@spe.org](mailto:sehler@spe.org)  
\*\*Please make checks payable to the Society of Petroleum Engineers.

P.O. Number (if applicable):

### *SPE Internal Use Only*

Contract Received: \_\_\_\_\_

Full Payment Received: \_\_\_\_\_

## **SPONSORSHIP OPPORTUNITIES**

### **All sponsorships include:**

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

### **SYMPOSIUM SPONSOR – USD 14,000**

- One full page, 4-color ad in the conference program (created by sponsoring company, SPE to place ad)
- Four (4) complimentary, full conference registrations for company employees
- Lanyards with company logo and/or marketing message provided by sponsor and distributed by SPE. Lanyards are to be break-away and dual clip.

### **NETWORKING RECEPTION – USD 10,000**

- One full page, 4-color ad in the conference program (created by sponsoring company, SPE to place ad)
- Three (3) complimentary, full conference registrations for company employees
- Sponsor may provide branded cocktail napkins to be used during sponsored event

### **TWO-DAY COFFEE BREAK – USD 8,500**

- Wednesday and Thursday AM and PM breaks
- One half page, full-color ad in the conference program
- Two (2) complimentary, full conference registrations for company employees
- Sponsor may provide branded cocktail napkins to be used during all coffee breaks

### **WEDNESDAY NETWORKING LUNCHEON – USD 8,000**

- One full page, 4-color ad in the conference program (created by sponsoring company, SPE to place ad)
- Two (2) complimentary, full conference registrations for company employees

### **THURSDAY NETWORKING LUNCHEON – USD 8,000**

- One full page, 4-color ad in the conference program (created by sponsoring company, SPE to place ad)
- Two (2) complimentary, full conference registrations for company employees

### **STUDENT / YOUNG PROFESSIONALS RECEPTION – USD 7,000**

- One half page, 4-color ad in the conference program (created by sponsoring company, SPE to place ad)
- One (1) complimentary, full conference registrations for company employees
- Sponsor may provide branded cocktail napkins to be used during sponsored event

### **CHARGING STATION – USD 5,500**

- Charging station with sponsor logo or artwork
- One (1) complimentary, full conference registration for company employees

### **PLATINUM SPONSORSHIP – USD 4,500**

- Two (2) complimentary, full conference registrations for company employees

### **GOLD SPONSORSHIP – USD 3,000**

- One (1) complimentary, full conference registration for company employees

### **PADS & PENS – USD 3,000**

- Company logo printed on pens and pads (provided by sponsor) for SPE to distribute

## **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 Conference Program:**

- Sponsorship Contracts and payment must be received **prior to 5 February 2019.**
- **Ads must be received prior to 26 February 2019**
- 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.***

**100% of Payment due with Contract**

**••• PLEASE RETURN BOTH PAGES 1 AND 2 TO SPE •••**

**SPE INITIALS:** \_\_\_\_\_

**CLIENT INITIALS:** \_\_\_\_\_