



SPONSORSHIP & EXHIBITION TERMS AND CONDITIONS

The following information is presented in alphabetical order by title for your convenience.

ALTERATIONS TO THE EVENT PROGRAMME

The Organiser reserves the right to alter the timings of the programme, the nature of the presentations or identity of the speakers without prior notice to the Sponsor but will try to provide as much notice as possible.

BENEFITS AND PAYMENTS

£30,000+VAT must be received on receipt of the invoice. Non-payment by those dates will cause all benefits and rights to be withdrawn with immediate effect at the Organiser's discretion.

Payment must be made by bank transfer.

CANCELLATION BY SPONSOR

Once the order form has been signed there will be no refund of any of the fee in the event of cancellation by the Sponsor.

CANCELLATION OF EVENT

If the Event is cancelled for any reason, the Organiser agrees to inform the Sponsor in writing of such cancellations as soon as reasonably practicable. The Organiser will promptly refund to the Sponsor the full amount of the fee paid in relation to the cancelled Event less any expenses reasonably incurred by the Organiser (as evidenced by a valid invoice for each expense) and (if appropriate) less the value of any Sponsor Rights exploited by the Sponsor prior to cancellation as agreed between the parties in good faith.

CONTRACTORS

The Sponsor may use only approved contractors within Event venue. Contractors must be approved by both the venue and the Organiser as reputable and fit to supply the required service. The Organiser or Event venue reserve the right to mandate the use of certain suppliers for the supply of particular goods or services which include, but are not limited to:

- Catering
- Audio visual
- Stand design and construction
- Furniture hire
- Electrics
- Graphic design and display

CATERING REQUIREMENTS

If any of the Sponsor's personnel have any special dietary requirements, the Sponsor should contact the Event Secretariat in advance. The Organiser cannot guarantee to provide for such requirements unless it has been notified 3 working days in advance of the Event. The Sponsor may not bring promotional food or drink into the Event from elsewhere without prior approval from EOS Congress Ltd.



CODE OF CONDUCT

It is important that the following guidelines are adhered to so that delegates benefit from the participation of Sponsors in the Event.

Representatives of the Sponsor should:

- Conduct themselves professionally at all times
- NOT act in any way that could bring a negative effect on the reputation of the Organiser
- NOT distribute literature other than from the designated display area
- NOT engage in any form of recruitment

Please contact the Organiser if you require clarification of these guidelines.

DEFAULT

The Organiser reserves the right to terminate without refund the participation of any Sponsor who fails to observe or abide by these Terms and Conditions of participation.

DELEGATE LIST

The delegate list of attendees at the Event remains the property of the Organiser at all times. Distribution is at the discretion of the Organiser and at charges and pursuant to terms and conditions to be determined by the Organiser. Delegate data will only ever be released to third parties in accordance to the Data Protection Act 1998.

Contacts made by the Sponsor during the course of the Event or at the Sponsor's display stands are the exclusive property of the Sponsor for their own exclusive use.

DISPUTES

This agreement will be interpreted in accordance with English law and any disputes will be subject to the jurisdiction of the English courts.

ENQUIRIES

EOS2018 Congress Ltd. c/o TFI Group Ltd, 192 Vauxhall Bridge Road, London, SW1V 1DX, United Kingdom

Tel: +44 (0) 20 7808 5618, Email: EOS2018partnerships@tfigroup.com

GENERAL

This agreement shall operate to the entire exclusion of any heads of agreement, memoranda, or other agreement or understanding of any kind between the parties preceding the date of this agreement.

Each party shall do all things necessary, including executing all documents necessary to give the effect to the intention of the parties in relation to this agreement. A Sponsor handbook which will detail information required from you and deadlines will follow on receipt of the signed contract and first payment.

This agreement may only be modified or any provision waived if such modification or waiver is in writing and signed by a duly authorised representative of each party.



INSURANCE

It is the responsibility of the Sponsor to ensure he has comprehensive insurance for the Event. The Organiser, the venue and their contractors take no responsibility for loss or damage to the Sponsor's equipment and effects or for any injury or damage caused to other attendees by the Sponsor or his property.

INTELLECTUAL PROPERTY RIGHTS

The Sponsor shall permit the Organiser to distribute symposium content post-Event for educational purposes as it sees fit.

The Organiser will send to the Sponsor any items or links to any websites on which the Sponsor's logo is being used where reasonable.

The Organiser will not use the Sponsor logo in any way which misrepresents the relationship between the Sponsor and the Organiser, or which brings the Sponsor or any of its subsidiary companies into disrepute.

The Organiser acknowledges that the Sponsor is the owner of the Sponsor logo, the goodwill relating to it and the copyright in it, and that the benefit of any use of the Sponsor logo by the Organiser will belong to the Sponsor. The Organiser will not register or attempt to register the Sponsor logo and any domain name which consists of or includes it.

The Organiser will not assign, transfer, sublicense, or in any other way dispose of its rights under this agreement, in particular, it will not authorise any third party to use the Sponsor logo.

LIABILITY

The Organiser and the Sponsor limit their liability to each other to direct losses only and in any event to a maximum amount equal to the fees paid in the last 12 month period or if higher the amount payable under their Insurance Policies. This section does not limit the liability of the Organiser or the Sponsor in respect of death, personal injury, damage to property, or fraudulent misrepresentation.

OBLIGATIONS OF ORGANISER

In consideration of the payment of the sponsorship fee, the Organiser agrees to use all reasonable endeavours:

- (a) to deliver, or procure the delivery of, the sponsorship rights to the Sponsor;
- (b) to organise and administer the Event in a professional manner.
- (c) to ensure that at the time of the Event the space within the venue is free from all advertising and marketing other than that produced by third parties to whom the Organiser has specifically granted sponsorship rights in relation to the Event.
- (d) to ensure that none of its directors, officers or employers, acting in the course of his/her employment, makes any statement that is knowingly defamatory, disparaging or derogatory to the Sponsor.
- (e) to use the Sponsor logo in the manner as set out in this agreement.
- (f) to keep the Sponsor informed as promptly as reasonably practicable with respect to material developments or changes to the Event which might affect the Sponsor's enjoyment of the Sponsorship Rights;

and the Organiser warrants and undertakes that it:



- (g) owns and controls the Organiser logo, and all such other logos and other intellectual property rights associated with the Sponsorship Rights, and no third party will be authorised by the Organiser to use the Organiser logo in conflict with the Sponsorship Rights granted to the Sponsor.
- (h) has, and will continue to have, full right, title and authority to enter into this agreement and accept and perform the obligations imposed on it by this agreement.

RIGHTS

The Sponsor hereby grants to the Organiser a non-exclusive, royalty-free licence for the Term to use its name and the Sponsor logo in connection with the delivery of the Sponsorship Rights.

SECURITY

The Organiser takes no responsibility for securing Sponsors' display materials or personal effects.

SUBLETTING OF SPACE

The Sponsor may not sublet or display materials belonging to another company under any circumstances without written permission of the Organiser.

UNFORESEEABLE EVENTS

Neither the Organiser nor the Sponsor shall be responsible for any failure to perform their obligations under this Agreement if the failure results from unforeseeable events.

EOS 2018 Exhibition—Booking Form/Contract

PLEASE COMPLETE AND SEND TO:

EOS 2018 Congress Ltd.

c/o TFI Group Ltd— 192-198 Vauxhall Bridge Road, Westminster, London, SW1V 1DX

Email: EOS2018partnerships@tfigroup.com

Please note that all acknowledgements of your company and listing of company name and address will be generated from the following information. It is mandatory to complete and sign this form to confirm your sponsorship. This form will be considered as a contract.

Company Name:	
Company Address:	
Postcode:	
Company VAT Number:	
Contact Name:	
Telephone:	
Email:	
Website:	
P.O. Number (If Applicable)	

Please tick the boxes.

We wish to reserve a **Sponsorship Package:**

- PLATINUM** £50,000 +VAT including 36 sqm exhibition space (Please see Sponsorship and Exhibitor Pack for full details)
- GOLD** £40,000 +VAT including 24 sqm exhibition space (Please see Sponsorship and Exhibitor Pack for full details)
- SILVER** £30,000 +VAT including 18 sqm exhibition space (Please see Sponsorship and Exhibitor Pack for full details)
- BRONZE** £15,000 +VAT including 6sqm exhibition space (Please see Sponsorship and Exhibitor Pack for full details)

Other sponsorship item as follows: _____

- PLEASE RESERVE ADDITIONAL EXHIBITION SPACE @ £400 +VAT per SQM _____
- WE REQUIRE SHELL SCHEME @ £150 + VAT PER SQM. Package includes shell scheme, nameboard, lighting, electricity, 1 table and 2 chairs.

Note that exhibition space includes one stand pass per each 6sqm of space booked

Please specify what your preferred booth positions would be. A floor plan can be found here:

<http://www.eos2018.com/exhibition-and-sponsorship/opportunities>

Main Exhibition on Level –2:

1st: _____

2nd: _____

3rd: _____

Ground Level Exhibition:

1st: _____

2nd: _____

3rd: _____

**Please specify here if you prefer
your stand not be located adjacent
to a particular competitor:**

* Please note that we cannot guarantee any position requests but Platinum, Gold, Silver and Bronze sponsors will be given priority

PAYMENT SCHEDULE:

- All payments must be made in Great British Pounds Sterling (GBP)
- An invoice will be issued once a completed form and terms and conditions has been signed and received. This will be payable on receipt.

Payment details:

All payments must be made by bank transfer.

Bank: HSBC (153 North St. Brighton BN1 1SW)

Company: TFI Group Ltd

Account Number: 71545647

Sort Code: 40-14-03

CANCELLATION POLICY

Once this contract has been signed and payment received no refunds will be issued.

Date:

Name (Printed):

Signed:

Company Stamp: