

AWP Conference 2020

Sponsorship Agreement

ILEC Conference Centre, London England • October 13-14, 2020

The Advanced Work Packaging conferences are supported by the Construction Industry Institute (CII) and the Construction Owners Association of Alberta (COAA). Since 2009, this has been the premiere forum for thought leadership in Advanced Work Packaging (AWP) and WorkFace Planning (WFP).

Register as a sponsor today and reserve your spot at this unique owner-driven information-sharing and networking event. As a sponsor, you will join the construction industry's leading thinkers and doers in the domain of AWP & WFP. You will connect with clients and high-level decision-makers from owner, constructor and engineering companies and show how your company is making AWP happen on real-world projects.

Sponsorship Fee and Available Opportunities

- **Sponsorship fee:** USD \$15,000 (or GBP £12,000) + applicable VAT
- **Anticipated number of sponsorships (total for conference, including all stakeholder types):** 15

Key Sponsorship Features & Benefits

- ✓ **Full-access conference passes** (reserved seating) as follows:
 - 7 passes (where sponsor also activates sponsorship booth option – see below for details); or
 - 8 passes (where sponsor does not activate sponsorship booth option – see below for details)
- ✓ **Sponsorship booth** (optional): available to sponsors is a booth space (3m x 3m) with basic equipment provided (6-foot table, 2 chairs, power and internet connections, divided by pipe and drape)
- ✓ **Opportunity to speak to full conference audience** (participation in the plenary sessions)
- ✓ **One-hour breakout track session** (featuring your sponsored speaker or speakers)
- ✓ **Breakout session preview** to full conference, delivered by the conference organizer

Additional Benefits:

- ✓ Recognition in all printed materials, electronic materials and official conference slideshows
- ✓ Sponsor recognition announcement on conference kickoff (both days)
- ✓ Periodic features in conference social media / professional network messaging prior to the event
- ✓ Receive complete contact information for all attendees
- ✓ Option to provide materials in conference bags or distribute materials direct to each attendee's seat (i.e., printed handouts, branded novelty items, etc.)

Notes regarding sponsorship benefits:

- i. Sponsor booth location and conference attendees' table selection (where applicable) are prioritized in order of sponsor commitment. Sponsors' breakout session time selection is prioritized based on date of sponsor submission of preliminary / draft presentation details (e.g., session title and description, speaker biography, etc.). We will make every reasonable effort to accommodate sponsor preferences.
- ii. As a feature of sponsorship, a number of full-access conference passes are included as outlined in the *Features & Benefits* list (in this document). If you require additional seat reservations above and beyond those provided as part of your sponsorship, you may be eligible for discounts on those additional reservations. Please contact awpconference@groupasi.com or 1-403-455-7195 for more information.
- iii. Sponsorship includes an optional company booth. Power supply, internet connection, pipe and drape (if applicable), chairs and tables (if applicable) will be provided by Group ASI; additional supplies and services are the financial responsibility of the sponsor (e.g., special lighting, banners and booth decorations, unique chairs and table setups, et cetera). Sponsors may bring in their own equipment and forego any provided supplies, provided their displays fit within the allocated space and meet the venue requirements. Group ASI will provide a sponsors and exhibitors guide with information about ordering supplies, shipping / receiving, setup and breakdown times and more.
- iv. All conference presentation content is intended to align with the conference theme(s) and must directly serve the interests of the conference attendees (which, in general, is to learn more about the theory and practice of AWP & WFP and related systems and to receive information that is usable and applicable to their business). The AWP Conference organizers work with the AWP Conference Advisory Board to determine annual themes and programming goals and will communicate this information to all presenters as it becomes available.
- v. All sponsors with multimedia presentations (i.e., slideshows, videos, etc.) must provide electronic copies of their materials to Group ASI prior to the conference, providing us with sufficient time to complete review activities for confirmation of alignment with conference goals (see *item v* above), as well as to test and troubleshoot (i.e., confirm files are consistent with required screen dimensions, file formats, etc.) and make any recommendations to ensure seamless delivery of the end product. This timeline will be defined in the *Sponsors and Exhibitors' Information* document and by the AWP Conference Advisory Board.
- vi. All breakout session rooms are similar in size and layout; capacities may vary.

Contract, terms and conditions on the following page(s)

Sponsorship Contract

Yes, my company will sponsor the AWP Conference 2020 in London, England!

(USD \$15,000 [or GBP £12,000] + applicable VAT)

Will you activate your sponsorship booth option?

Yes, we will (you receive 7 full-access conference passes as part of your sponsorship package)

No, we will not (you receive 8 full-access conference passes as part of your sponsorship package)

Payment notes:

- Full payment (100% of the total sponsorship fee) is due within seven (7) days of invoice date
- 50% of the total sponsorship fee is refundable due to sponsor's cancellation up to 90 days prior to the event start date. No refunds will be made if cancellation falls within 90 days of the start of the event.
- Please see full terms and conditions on the following page for details

Contact Information

(* Required)

Company name*:

Company contact (name)*:

(title)*:

Street address:

City:

Province/State:

Postal/Zip Code:

Country:

Phone (office)*:

Phone (mobile):

Email address*:

Method of Payment

Upon receipt of signed sponsorship agreement, an invoice will be provided; payment can be made via credit card using our online payment system (link to be provided) or PayPal.

Full terms and conditions on following page.

Terms & Conditions

- i. All applications are reviewed by Group ASI and vetted by the AWP Conference Advisory Board to ensure the prospective sponsor has goods or services that could provide value to companies or individuals interested in Advanced Work Packaging and related information.
- ii. Group ASI reserves the right to refuse content submitted for presentation; each presentation must be relevant to conference themes and goals.
- iii. 100% of the total sponsorship fee is due within seven (7) days of invoice date. If the sponsor cancels (in writing) more than 90 days prior to the start of the conference, 50% of the total sponsorship fee is refundable. No refunds will be made for cancellations made within 90 days of start of conference.
- iv. The sponsorship fee does not include additional conference registrations beyond those specifically defined as a sponsor benefit.
- v. Company logos, preferred URLs and other sponsorship materials and files must be submitted within the production schedule, the details of which will be made available to the sponsor(s) by Group ASI.
- vi. Sponsors may not sublet, assign or apportion any part of the item(s) sponsored nor represent, advertise or distribute literature or materials for the products or services of any other firm or organization except as approved in writing by Group ASI.
- vii. Group ASI will not be liable for damage or loss to sponsors' properties by fire, theft, accident, or any other cause.
- viii. Group ASI reserves the right, in its sole discretion, to cancel the conference up to 60 days prior to the scheduled conference dates. Sponsorship monies received will be promptly returned to the sponsors.
- ix. If the conference is cancelled or curtailed for any reasons beyond the control of Group ASI, Group ASI will not be responsible for any loss of business, loss of profits, consequential or special damages or expenses of whatever nature that the sponsor may suffer.
- x. No part of an exhibit and signage or other materials may be pasted, nailed, or otherwise affixed to walls, doors or other surfaces in a way that mars or defaces the premises or equipment and furnishings. Damage from failure to observe this notice is payable by the sponsor.
- xi. Sponsors are responsible for safeguarding their own equipment, displays, and materials.
- xii. Sponsors will agree to comply with the Antitrust Statement contained within this document.



Antitrust Statement

The Conference will take place in full compliance with applicable antitrust, trade sanctions, and export controls laws. The Conference Organizer (Group ASI) will:

- Ensure that the agenda does not include any topics improper under antitrust law;
- Include an antitrust reminder on the agenda and in the conference documentation, which will highlight that competition law compliance also applies during breaks, meals and other social activities; and
- Request that presenters at the conference have their presentations reviewed by legal counsel prior to submission and instruct them not to discuss topics that would be improper under antitrust law during their presentation.

Conference Organizer will provide the draft agenda to The Sponsor; should The Sponsor identify any topics that The Sponsor believes to be legally inappropriate, Conference Organizer will review the draft agenda and – as necessary – modify or remove topics in order to comply with antitrust law.

Conference Organizer represents that it has not offered, paid, promised to pay, authorized the payment of, or transferred, money or anything of value to a Foreign Official or other person to secure any improper advantage or benefit in relation to the conference, either directly or indirectly through a third party. Without limiting the generality of the above, and in recognition of the principles of the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the United States Foreign Corrupt Practices Act, and the United Kingdom Bribery Act 2010, the conference organizer represents and agrees that it will not, directly or indirectly, in connection with the conference and the matters resulting therefrom, offer, pay, promise to pay, or authorize the giving of money or anything of value to a Foreign Official, or to any other person while knowing or being aware of a high probability that all or a portion of such money or thing of value will be offered, given or promised, directly or indirectly to a Foreign Official or to any other person, for the purpose of improperly influencing the act, decision or omission of such Foreign Official or other person to obtain or retain business, to direct business to any person, or to obtain any improper advantage or benefit.

Sponsorship of the conference and/or The Sponsor’s review of the conference agenda do not imply any responsibility from The Sponsor for competition law compliance during or relating to the conference.

The Sponsor will not be required to take any action or refrain from taking any actions that would constitute a violation of or be penalized by applicable U.S. laws and regulations.

Acceptance of Sponsorship Contract

On behalf of _____, I hereby agree to the terms & conditions of the contract for sponsorship of the Advanced Work Packaging Conference 2020 in London, England.

Name _____ Title _____ Date _____

Please complete this form and return to info@awpconference.com