

**Booking form**

Level: **GOLD**

**Gold level benefits:**

* 4 delegate passes to the main conference (do not include pre-conference programmes)
* Exhibition space - tabletop
* Company logo in conference promotions, website and app
* List of delegates
* Acknowledgement in social media (LinkedIn posts before, during, and after the conference).

**Choose one of the options below to be part of your Gold sponsorship:**

|  |  |  |
| --- | --- | --- |
| X | ITEM | Benefits |
|  | President’s Panel | * Company logo on holding slide in the panel room
* Verbal acknowledgement from the podium
* Company literature or goodie on room seats (to be provided by the company)
 |
|  | Closing Plenary | * Company logo on holding slide in the panel room
* Verbal acknowledgement from the podium
* Company literature or goodie on room seats (to be provided by the company)
 |
|  | Welcome Reception | * Company banners distributed in the reception venue (max. 3 banners)
* Company materials distributed in the reception venue (to be provided by the company)
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|  | Volunteers’ reception | * Company banners distributed in the reception venue (max. 3 banners)
* Company materials distributed in the reception venue (to be provided by the company)
* Acknowledgement during CASE’s representative speech
 |
|  | Leadership forum (pre-conference programme) | * Company logo on holding slide
* Company literature or goodie on room seats at the forum opening session (to be provided by the company)
* Introduction of one forum session
* Two delegate passes to this pre-conference programme
 |
|  | Roadmap to advancement (pre-conference programme) | * Company logo on holding slide
* Company literature or goodie on room seats at this programme’s opening session (to be provided by the company)
* Introduction of the first session
* Two delegate passes to this pre-conference programme
 |
|  | Deep dive into Campaigns (pre-conference programme) | * Company logo on holding slide
* Company literature or goodie on room seats at this programme’s opening session (to be provided by the company)
* Introduction of the first session
* Two delegate passes to this pre-conference programme
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|  | Track sponsors – main conference:**Alumni Relations & Community** | * Company logo on track kick-off session slides
* Company literature or goodie on room seats at the opening track session (to be provided by the company)
* Introduction of the track kick-off session
 |
|  | Track sponsors – main conference: **Fundraising** | * Company logo on track kick-off session slides
* Company literature or goodie on room seats at the opening track session (to be provided by the company)
* Introduction of the track kick-off session
 |
|  | Track sponsors – main conference:**Advancement Services** | * Company logo on track kick-off session slides
* Company literature or goodie on room seats at the opening track session (to be provided by the company)
* Introduction of the track kick-off session
 |
|  | Track sponsors – main conference:**Marketing & Communications** | * Company logo on track kick-off session slides
* Company literature or goodie on room seats at the opening track session (to be provided by the company)
* Introduction of the track kick-off session
 |
|  | Track sponsor – main conference:**Schools**  | * Company logo on track kick-off session slides
* Company literature or goodie on room seats at the opening track session (to be provided by the company)
* Introduction of the track kick-off session
 |
|  | Awards lunch | * Company banner in the room (max. 2 banners)
* Company materials distributed in the lunchroom (to be provided by the company)
* Introduction of **one** award
 |

**Cost:**

Please tick box as appropriate – if educational partner or not, and in which currency you would like to be invoiced:

|  |  |  |
| --- | --- | --- |
| **Educational Partners** |  | **Non-educational partners** |
| **SGD** | 11,450 |  |  | **SGD** | 13,740 |  |
| **AUS** | 12,964 |  |  | **AUS** | 15,557 |  |
| **USD** | 8,542 |  |  | **USD** | 10,250 |  |
| **GBP** | 6,796 |  |  | **GBP** | 8,155 |  |

**NOTE**: *\*9% GST will be charged from companies registered in Singapore*

*Educational partners: for-profit institutions that are CASE members*

*Non-educational partners: for-profit institutions that are not CASE members*

**Would you like to add a special item?**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| YES |  |  | NO |  |

If so, please tick as appropriate:

|  |  |
| --- | --- |
| **SESSION** (one 60-min session in the main conference programme on Wednesday 8th May) |  |

Cost:

|  |  |  |
| --- | --- | --- |
| **Educational Partners** |  | **Non-educational partners** |
| **SGD** | 580 |  |  | **SGD** | 696 |  |
| **AUS** | 659 |  |  | **AUS** | 791 |  |
| **USD** | 434 |  |  | **USD** | 521 |  |
| **GBP** | 343 |  |  | **GBP** | 412 |  |

|  |  |
| --- | --- |
| **BREAKFAST ROUNDTABLE** (one 60-min roundtable in the main conference programme on Thursday 9th May) |  |

Cost:

|  |  |  |
| --- | --- | --- |
| **Educational Partners** |  | **Non-educational partners** |
| **SGD** | 390 |  |  | **SGD** | 468 |  |
| **AUS** | 443 |  |  | **AUS** | 532 |  |
| **USD** | 292 |  |  | **USD** | 350 |  |
| **GBP** | 231 |  |  | **GBP** | 277 |  |

|  |  |
| --- | --- |
| **Push Notification on conference app (**push notification via the conference app. It reaches all conference delegates. Messages must be related to the conference. Limit of 1 push notification per company per day) |  |

Cost:

|  |  |  |
| --- | --- | --- |
| **Educational Partners** |  | **Non-educational partners** |
| **SGD** | 445 |  |  | **SGD** | 534 |  |
| **AUS** | 505 |  |  | **AUS** | 606 |  |
| **USD** | 333 |  |  | **USD** | 400 |  |
| **GBP** | 264 |  |  | **GBP** | 317 |  |

**Terms & Conditions:**

These regulations become a part of the contract between the exhibitor/sponsor and CASE. They have been formulated in the best interest of the exhibitors and sponsors. CASE respectfully requests the full cooperation of the exhibitors and sponsors in observing these rules. All points not covered are subject to the decision of the *CASE management.*

**Sponsor/Exhibitor Cancellation Policy:**

In rare circumstances, actions resulting from acts or events beyond CASE’s reasonable control may require the cancellation of a conference.

If CASE cancels or postpones a conference, all paid conference sponsors and exhibitors are eligible for either of the following:

1. The paid cost of your sponsorship, exhibit booth and registrations can be credited to the next edition of the same conference. Registrations will be fully transferable to other colleagues at your organisation.
2. The paid cost of your sponsorship, exhibit booth and registrations can be credited to another sponsorship or exhibitor package at another CASE conference of your choice (expires 12 months from the date of the original conference). Registrations will be fully transferable to other colleagues at your organisation. This credit can also be used with CASE advertising opportunities (see the current Media Kit for pricing).

You may also choose to donate all or a portion of your fees to CASE as a charitable gift in support of the professional association that serves your clients and the resources provided to them.

CASE will not be responsible for any additional damages, fees or costs associated with a cancellation and recommends that you work with individual vendors (hotel, airline, etc.) directly.

If you choose to cancel a conference sponsorship and/or exhibit opportunity, your request will be considered up to 60 days prior to the start of the specific conference. Any approved refund will result in an administrative fee of 10% in addition to any deposit paid. Requests made inside of 59 days of the start of a specific conference will result in the forfeiture of all monies paid and due for the agreed upon commitment, sponsorship or exhibit opportunity.

**Failure to Pay Fees:**

All invoices are paid within 30 days or prior to the start of the conference, whichever comes first. No exhibitor/sponsor will be allowed to participate unless CASE has received payment in full before the start of the event. If an exhibitor or sponsor fails to make payments by the due date, such exhibitor’s and/or sponsor’s rights to exhibit and/or sponsor may be cancelled by CASE without further notice.

This form is not binding until and unless signed and delivered to CASE, and when so accepted and signed, it shall constitute a binding contract upon the applicant and the applicant’s respective heirs, personal representatives, successors, and assigns, subject to the terms, conditions, rules and regulations.

Please indicate who will be the **main contact for arrangements for this conference**:

Name:

Job title:

Email:

Telephone:

Signature below confirms the booking request and affirms that Terms and Conditions form have been read and agreed to.

|  |  |
| --- | --- |
| Name: |  |
| Job title: |  |
| Date:  |  |
| Signature:  |  |