

CEAC23 Booking form

Level: GOLD

**Gold level benefits:**

ALL GOLD level sponsorship packs include the following:

* 1 x 60min session in date and time to be allocated by CASE (Wednesday 30 Aug or Thursday 31 Aug)
* 1 exhibition booth (standard stand shell, electric kit and furniture included)
* 04 delegate main conference passes to be used by company’s representatives (do not include pass to Leadership and Newcomers Tracks)
* Company logo in conference promotions and on conference website
* Company info in conference app
* List of delegates from the specific track (in relation to the Leadership and Newcomers’ tracks) or from the main conference (other items)

**Please choose ONE option from the table below to be part of your GOLD sponsorship pack:**

*(please tick the column on the left, as appropriate)*

|  |  |
| --- | --- |
| **TRACK SPONSORSHIP OPTIONS\*\*** | Benefits |
|  | Newcomers’ Track sponsorship | * Company logo on website (with link)
* Company logo on track kick-off session slides
* Verbal acknowledgement from the podium during the track kick-off session
* Company literature or goodie on room seats at the opening track session (to be provided by the company)

\* *Newcomers’ track sponsorship includes 1 delegate pass to the specific track* |
| **PLENARY SPONSORSHIP OPTIONS** | Benefits |
|  | Mid-week plenary | * Company logo on website (with link)
* Company logo on holding slide
* Verbal acknowledgement from the podium
* Company literature or goodie on auditorium seats during chosen plenary (to be provided by the company)
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|  | Closing plenary |
| **DINNER/RECEPTION SPONSORSHIP OPTIONS** | Benefits |
|  | Exhibitors’ Drinks Reception (open for all delegates) (Wednesday 31 Aug late afternoon – specific time tbc, at the exhibition hall) | Company materials distributed in the exhibition hall during the reception (to be provided by the company) |
|  | Volunteers Appreciation Reception (invitation-only)(Wednesday 30 Aug evening – specific time and venue tbc) | * Company material/goodie on dinner seats (to be provided by the company)
* Company banners at the dinner venue (to be provided by the company)
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|  | Leadership dinner sponsorship (only for the leadership track delegates) | * Company material/goodie on dinner seats (to be provided by the company)
* Company banners at the dinner venue (to be provided by the company)
* 2 tickets to dinner
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|  | DEIB THEMATIC ACTIVITIES Sponsor of the diversity, equity, inclusion and belonging (DEIB) activities promoted by the CASE Multi-cultural Network (MCN) during CEAC | DEIB activities included* Session on “Creating a culture of innovation through Diversity”
* 2 Breakfast roundtables – (a) The rise of diversity and inclusion: how to build the most effective philanthropy and (b) Under-represented but not forgotten: how to engage alumni from diverse living communities?
* 3 Workshops: (a) Understanding the current DEIB narrative in advancement; (b) In search of equity: inclusive search and hiring practices (c) Building a sense of belonging in the workplace
* Attendance at all activities
* Participation as a speaker in one of the workshops
* Logo on the flyers with the DEIB programme that will be distributed during the conference
* Logo on banners for the DEIB activities
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\*\* last CEAC’s track sponsors have first refusal on this option.

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|  |

Please indicate which **stand** you prefer to have in the exhibition hall. You can see the floorplan in the sponsorship and exhibition brochure.

*\*(Stand choice to be confirmed – we are operating on a first come first served basis)*

Other details of the exhibition hall (mounting/dismounting times, access, delivery, etc) will be available later in the webpage: <https://www.case.org/conferences-training/case-europe-annual-conference-2023/sponsorship-opportunities>

**Cost:**

|  |  |  |
| --- | --- | --- |
| Educational Partner  | £7,810 + VAT |  |
| Non-educational partner | £10,153 + VAT |  |

 (please tick as appropriate)

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

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

**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:  |  |