

2012 ACMP Global Conference Sponsor Agreement

This agreement is between the Association of Change Management Professionals and _____ . This agreement provides the terms and conditions for sponsors of the 2012 ACMP Global Conference held April 1-4, 2012 in Las Vegas, Nevada. Sponsor options include Global, Premier or Associate. *Please check desired sponsorship level:*

Global Sponsor (\$15,000)

- Full-page ad in conference program
- One (1) complimentary registration
- Exhibit space (10' x 20')
- Company banner displayed in general session room (8')
- Logo in conference program
- Logo on sponsor signage
- Website listing
- Option to host special activities (at additional expense)

Premier Sponsor (\$5,000)

- Half-page ad in conference program
- Exhibit space (10' x 10')
- Logo in conference program
- Logo on sponsor signage
- Website listing

Associate Sponsor (\$2,000)

- Quarter-page ad in conference program
- Logo in conference program
- Logo on sponsor signage
- Website listing

Description of benefits and sponsor obligations

Complimentary registration. Global sponsors will receive one complimentary general conference registration valued at \$2495 USD.

Company banner. Global sponsors will have a company banner displayed at the conference. ACMP will print and display a banner of approximately 8 feet in length in or near the general session room. This banner will contain the logo provided by sponsor. Sponsors are required to submit their company logo in high resolution AI or EPS format no later than January 15, 2012.

Exhibit space. Global and premier sponsors are entitled to an exhibit space to display company marketing materials, provide demos and to allow conference participants to interact with company representatives. The sponsor must arrange and pay for all expenses associated with the booth including the design and construction of the booth, rental of booth equipment, electricity, etc. through the exposition management company. The booth may be staffed, at the sponsor's expense and discretion, during conference hours. Global sponsors receive a space of 10' x 20' and premier sponsors receive a space of 10' x 10'. Exhibit setup is scheduled for Saturday, March 31, 2012 from 1pm to 5pm. Tear down will be Wednesday, April 4, 2012 from 1pm to 5pm. Sponsors must abide by the ARIA Policies and Procedures document provided here:

http://arialasvegas.com/files/meetings/ARIA_Policies_and_Procedures.pdf.

Logo in conference program. All sponsors will have their company logo displayed in the conference program of activities. Sponsors are required to submit their company logo in high resolution AI or EPS format no later than January 15, 2012.

Logo on sponsor signage. All sponsors will have their company logo displayed in the sponsor section of conference signage. Sponsors are required to submit their company logo in high resolution AI or EPS format no later than January 15, 2012.

Ad in conference program. All sponsors will receive ad space in the conference program. Global sponsors receive a full page, premier sponsors receive a half page and associate sponsors receive a quarter page (dimensions below). ACMP reserves the right to approve any conference ad. Please submit files by February 1, 2012. **Files must be print quality PDF documents with a ¼" bleed.**

Full-page ad dimensions: final print area 8.5" W x 11" H (not including ¼" bleed on each side)

Half-page ad dimensions: final print area 8.5" W x 5.5" H (not including ¼" bleed on each side)

Quarter-page ad dimensions: final print area 4.25" W x 5.5" H (not including ¼" bleed on each side)

Website listing. All sponsors may have their company logo and link to their company site posted on the ACMP Global conference web page. Sponsor bios will also be listed on the conference site – please provide a company bio (500 words or less) and website link within 30 days of signing or by February 1, 2012 whichever comes first.

Option to host special activities. Global sponsors have the option to host special activities at an additional expense. Activities include internet café, cocktail hour, dessert reception or hors d'oeuvres at the Meet and Greet or Networking Dinner. Contact conference@acmp.info for available options.

Sponsor promotion. All sponsors will provide a link from their website to the conference website home page (www.acmp.info/conference) and will promote the conference in a positive manner with their clients. Verification of this link should be provided to ACMP within 30 days of signing.

Sponsor payment. Sponsors agree to pay the full sponsorship fee within 30 days of signing this agreement. Sponsorship fees are non-refundable with the exception of unforeseen circumstances that force a cancellation of the entire event.

Sponsor personnel. Sponsor shall require all sponsor personnel that host events, staff booths or attend ACMP events to dress professionally during these events in a manner that positively represents the sponsor and ACMP.

Intellectual property. Any conference content, including but not limited to photos, videos, slides, or papers, are considered property of ACMP and shall not be posted or disseminated by Sponsor without written approval of ACMP.

Indemnification. Both ACMP and Sponsor (the “Indemnifying Party”) shall indemnify the other party (the “Indemnified Party”) against and save each other harmless from any and all suits, proceedings at law or in equity, claims, liabilities, damages, costs, payments and expenses, including reasonable attorney's fees, asserted against or incurred by the Indemnified Party, arising out of or in connection with the negligence or willful misconduct of the Indemnifying Party in the performance of this Agreement including, but not limited to, any claim for damages to property or injuries to persons, to the extent that such damages or injuries shall have been caused by, or shall have resulted from the willful or negligent acts or omissions of the Indemnifying Party, or its employees or agents.

ARIA Convention Services. The conference facilities and certain conference services are being provided by ARIA Convention Center Services. ACMP is not responsible for the actions or inactions of ARIA or any of its employees, agents, or contractors. All sponsors agree to comply with all applicable ARIA Policies and Procedures in the document provided here: [http://arialasvegas.com/files/meetings/ARIA Policies and Procedures.pdf](http://arialasvegas.com/files/meetings/ARIA_Policies_and_Procedures.pdf). In the event of a conflict between the terms of this Agreement and the rules of the venue, the rules of ARIA shall control.

Complete agreement. This Agreement contains the entire understanding between the parties with respect to the conference sponsorship benefits and obligations and supersedes all prior oral and written understandings, arrangements and agreements between the parties.

Authorized Signature for Sponsor

Organization name: _____

Print name: _____

Signature: _____

Date: _____

Authorized Signature for ACMP

Print name: _____

Signature: _____

Date: _____