**[Company Details]**

\*Please fill out all blanks

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Company Name** | *This name will be displayed on your booth* | | | | | |
| **Brand Name** |  | | | | | |
| **Representative** |  | | **Business Registration No.** | | |  |
| **Website** |  | | | | | |
| **Address** | ( ) |  | | | | |
| **Person in Charge** | **Name** |  | | **Position/ Dept.** |  | |
| **Tel.** |  | | **Mobile** |  | |
| **Main Products** |  | | | | | |

**[Sponsorship Program]**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Category** | |  | **Price (excl. VAT)** | **Remarks** |
| Sponsor  Package | Platinum Sponsor | □ | USD 38,000 |  |
| Diamond Sponsor | □ | USD 23,000 |  |
| Gold Sponsor | □ | USD 15,000 |  |
| Silver Sponsor | □ | USD 7,500 |  |
| Additional  Options | Exhibition space (3m \*2m) | ( )x booth | USD 3,800 /booth |  |
| Lanyard (sponsor’s logo included) | □ | USD 3,800 |  |
| Luncheon symposium (15min.) | □ | USD 3,800/ time slot |  |
| Delegate bag | □ | USD 5,500 |  |
| Coffee break | □ | USD 6,000/ time slot |  |

**I have read and agree to the terms and conditions on the following page and to sponsor the 25th ISMST Conference.**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| • Date: | DD | MM | YY | |
| •Company Name: |  | | |
| • Representative: | (signature) | | |

1. **Terms of Reference**
2. “Sponsors” refers to companies that submit the application to sponsor the 25th ISMST Conference.
3. “Host Organization” refers to the 25th ISMST Conference Local Organizing Committee.
4. **Assignment of Booths.**
5. The Host Organization will assign a space in accordance with the level of sponsorship, order of application with payment and the nature of exhibit.
6. The Host Organization may change the assigned location of the booth at any time prior to the opening of the Exhibition if it is considered necessary for smooth operation of the Exhibition Hall. Such change will be made at the sole discretion of the Host Organization and the Sponsors may not claim compensation for the result of any changes.
7. **Application**
8. An entity that wishes to participate in the “Sponsorship program “will be requested to prepare and submit the application to the Host Organization.
9. The amount due must be paid in full before the advised date in an invoice issued by the Host Organization.
10. **Use of Exhibition Hall**

Sponsors must set up and remove exhibits within the notified time and in the event that Sponsors fail to meet the deadlines, the Sponsors are subject to compensation for any delays and/or damages to the Host Organization.

1. **Safety Measures**
2. Sponsors will be responsible for safety management, such as preventive action, maintenance, or repair of any risk in booth structures, or exhibits, for visitors’ and other Sponsors’ safety.
3. The Host Organization will not be liable for any accidents of personal injury occurring in the exhibit booth by the Sponsors’ non-performance of safety management duties.
4. Sponsors must not violate the rules of EXCO during the period of installation or removal of booth structures and/ or exhibits. If there is evidence supporting serious violation of rules, the Host Organization has an authority to remove the booth or other structures of the relevant Sponsors for the smooth operation of the Exhibition, and any costs and expenses shall be borne by the appliable Sponsors.
5. **Management of Exhibition Hall**

In the event that Sponsors exhibit any items different from the exhibits specified in advance or any items that are not appropriate to the nature of the conference or attempt to sell any items directly to visitors without approval of the Host Organization, the Host Organization may order immediate suspension of the items. Also, using a microphone or loudspeaker inside the Hall is not allowed in the booth. In such cases, the fees shall not be refunded.

1. **Change/ Cancellation of Sponsorship**
2. Sponsors must refer to the attached sponsorship/ exhibition program for benefits provided by the Host Organization.
3. When the sponsorship is withdrawn, the amount paid by the time of withdrawal shall not be returned.
4. **Mutual Cooperation and Dispute Resolution**
5. Host Organization and Sponsors shall mutually support and cooperate to ensure that this competition is held successfully.
6. In principle, all problems arising from the failure of this agreement due to force majeure shall be resolved through mutual consultation between the Host Organization and the Sponsors.
7. All disputes arising in connection with this Agreement shall be subject to arbitration by the Korea Commercial Arbitration Agency or a judgement by the competent court.
8. **Others**

When necessary, the Host Organization may issue supplementary regulations in addition to the above terms and conditions and those regulations must be respected by all Sponsors.