Sponsorship Application and Contract

ICT Forum, Powered by BICSI

Contact (please type or print clearly)

Last name  First  Middle initial

Member number  Phone number  Fax

Email

Company name (as you would like it to appear)

Address  City/State/Province  Zip/Postal code  Country

Sponsorship Items Please check all items you wish to sponsor at each ICT Forum. Sponsorships are based on availability. All prices listed in U.S. dollars.

- "What’s New, What’s It Do?” Display Table - $400
- Vendor Display Table - $350
- Continental Breakfast - $1,500
- Break Refreshments - $750
- Lunch - $4,000
- AV Equipment Rental - $500

- "What’s New, What’s It Do?” Display Table - $400
- Vendor Display Table - $350
- Continental Breakfast - $1,500
- Break Refreshments - $750
- Lunch - $4,000
- AV Equipment Rental - $500

- "What’s New, What’s It Do?” Display Table - $400
- Vendor Display Table - $350
- Continental Breakfast - $1,500
- Break Refreshments - $750
- Lunch - $4,000
- AV Equipment Rental - $500

Date  Date  Date

Location  Location  Location
Payment Section

Please make all checks payable to BICSI in U.S. dollars, drawn from a U.S. bank. (Call BICSI’s Accounting Department for instructions on wiring funds.) For your protection, BICSI does not accept emailed credit card numbers. If paying by credit card, please mail or fax your payment information instead.

Total to be paid | $
--- | ---
Check or Money Order Enclosed | ☐
Visa | ☐
MasterCard | ☐
American Express | ☐
Diner’s Club | ☐
Discover | ☐

Cardholder name (as it appears on the credit card) | Cardholder signature
--- | ---

Credit card number | CVV | Expiration date | Card billing zip code (required)

Cancellation Policy: If you must cancel, please notify BICSI in writing immediately. Cancellations received 30 days or more prior to the ICT Forum will be reimbursed minus 25% of the sponsorship indicated on this contract. If payment was not received, you will be charged 25% of the sponsorship amount indicated on this contract. Cancellations received within 30 days of the ICT Forum will not be reimbursed. If payment was not received, you will be charged the full amount of the sponsorship(s) indicated in this contract.

Disclaimer: The relationship between BICSI and the sponsoring organizations/corporations of an event or an event-related item does not represent exclusive agreements between BICSI and the specific organizations/corporations, nor does it suggest that BICSI endorses the programs, products or services of the organizations/corporations. Sponsor agrees that this sponsorship contract cannot be cancelled at any time.

Right to Refuse Sponsor: BICSI shall reserve the right to reject a potential sponsor on such factors as questionable business practices, those having a mission conflict with BICSI or those who desire to assume control of an event through sponsorship.

Authorized signature | Date
--- | ---

Sponsorship Items

“What’s New, What’s it Do?” Display Table $400

Vendor Display Table – $350

Gain more exposure for your company’s product(s) and service(s).

Benefits of Sponsoring
- Your company name will be printed in the ICT Forum agenda and on BICSI’s website.
- Space for a tabletop display, single wall unit or literature table in the meeting room area.
- “What’s New, What’s It Do?” presenters are allotted a specific time to present new products/services during the ICT Forum.

Continental Breakfast – $1,500

What a great way to start the day.

Benefits of Sponsoring
- Your company name will be printed in the ICT Forum agenda and on BICSI’s website.
- Space for a tabletop display, single wall unit or literature table in the ICT Forum room area.
- BICSI will make food and beverage arrangements with the venue.

Break Refreshments – $750

The essential pick-me-up: beverages and snacks during the break.

Benefits of Sponsoring
- Your company name will be printed in the ICT Forum agenda and on BICSI’s website.
- Space for a tabletop display, single wall unit or literature table in the meeting room area.
- BICSI will make food and beverage arrangements with the venue.

Lunch – $4,000

Use the lunch period to tell your company’s product(s) or service(s) story to a captive audience.

Benefits of Sponsoring
- Your company name will be printed in the ICT Forum agenda and on BICSI’s website.
- Space for a tabletop display, single wall unit or literature table in the meeting room area.
- BICSI will make food and beverage arrangements with the venue.

Audiovisual Equipment Rental – $500

Sponsor the AV equipment used during the ICT Forum.

Benefits of Sponsoring
- Your company name will be printed in the ICT Forum agenda and on BICSI’s website.
- Space for a tabletop display, single wall unit or literature table in the ICT Forum room area.
- BICSI will make all rental arrangements with the venue.

Please contact Theresa McMichael, CMP, CASE, DES, for more details at +1 813.979.1991 or email tmcmichael@bicsi.org.

Mail or fax this form to: BICSI, Attn: ICT Forum Sponsorship, 8610 Hidden River Parkway, Tampa, Florida 33637-1000 USA; Fax: +1 813.903.4711; Phone: 800.242.7405 (USA & Canada toll-free) or +1 813 979.1991; Email: tmcmichael@bicsi.org; Web: bicsi.org

© Copyright BICSI, May 2019. All rights reserved. BICSI is a registered trademark of BICSI, Inc.