



BICSI Virtual ICT Forum Sponsorship Information and Contract

A BICSI Virtual ICT (vICT) Forum is an online gathering of technology professionals utilizing features such as slide sharing, a chat box and Q&A to create an interactive and educational virtual event for BICSI stakeholders around the world. A BICSI vICT Forum is a cost-effective way for organizations to reach and stay in contact with technology stakeholders and create future opportunities.

BICSI Virtual ICT Forums – (Meeting times are listed in Eastern as reference only. All meetings open globally.)

- 09/30/2021 (1:00 p.m. – 5:00 p.m. Eastern)
- 12/09/2021 (7:00 a.m. – 11:00 a.m. Eastern)
- 03/10/2022 (11:00 a.m. – 3:00 p.m. Eastern)
- 06/09/2022 (5:00 a.m. – 9:00 a.m. Eastern)

BICSI vICT Sponsor What’s New, What’s It Do – \$795 USD or Corporate Members \$755 USD

- 60-minute guaranteed speaking slot*
 - Multiple speakers are allowed
- 4-Hour Virtual Event
 - 3.0 CECs for attendees
- Dedicated 10-minute session for Sponsor – What’s New, What’s It Do to promote products/services
- Logo on online marketing collateral and 2-3 promotional emails
- Up to five (5) free forum registrations for co-workers, customers, etc.
- Thank you e-mail with sponsor contact information to all those who attended
- Attendee contact information

Sample Agenda

| | |
|------------------|---|
| 1:00 – 1:10 p.m. | Welcome, Introductions and Meeting Overview by BICSI Host |
| 1:10 – 2:10 p.m. | Technical Presentation* |
| 2:10 – 2:20 p.m. | Sponsor – What’s New, What’s It Do |
| 2:20 – 2:25 p.m. | Attendee Break |
| 2:25 – 3:25 p.m. | Technical Presentation* |
| 3:25 – 3:35 p.m. | Sponsor – What’s New, What’s It Do |
| 3:35 – 3:40 p.m. | Attendee Break |
| 3:40 – 4:40 p.m. | Technical Presentation* |
| 4:40 – 4:50 p.m. | Sponsor – What’s New, What’s It Do |
| 4:50 – 5:00 p.m. | Closing Remarks and Door Prizes Awarded by BICSI Host |

**Technical Presentations must comply with BICSI Guidelines & Agreement emailed separately within 7 business days.*

Company Name: _____

I, the undersigned, as authorized agent of the above-named company, agree to adhere to the specified terms and conditions of this contract/application and to the BICSI Virtual ICT Forum Terms and Conditions as outlined below. I understand I am responsible for ensuring that all other company representatives do the same.

AUTHORIZED AGENT (please type or print clearly)

First Name Last Name Job Title

Phone Number Mobile Number Email

Address

City State/Province Country Zip/Postal Code



TERMS AND CONDITIONS

1. **Payment Terms:** Payment in full is due upon receipt of invoice and is required before the sponsor logo is utilized.
2. **Cancellation Policy:** Cancellations 30 days or more prior to the event will be reimbursed minus a 25% cancellation fee. Cancellations received within 30 days of the event will not be reimbursed. Cancellations must be in writing.
3. **Right to Refuse Sponsor:** BICSI reserves the right, at its sole discretion, to reject sponsorship for any reason including questionable business practices, those having a mission conflict with BICSI or those who desire to assume control of an event through sponsorship.
4. **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.
5. **Logo Submission:** Logos must be received upon confirmation of sponsorship. Logos must be provided as an .EPS or high-resolution (300 DPI) .JPG file. Email logos to tsilmser@bicsi.org.

Please provide contact information for presenter(s). A BICSI Presentation Guidelines and Agreement will be sent to each presenter listed below. It is important that each Educational Presenter sign the Agreement and comply with all deadlines and requirements for the Technical Presentation.

EDUCATIONAL PRESENTER #1

| | | |
|------------------------|---------------|-----------|
| First Name | Last Name | Job Title |
| Presenter #1 Signature | Mobile Number | Email |

EDUCATIONAL PRESENTER #2

| | | |
|------------------------|---------------|-----------|
| First Name | Last Name | Job Title |
| Presenter #2 Signature | Mobile Number | Email |

WHAT'S NEW, WHAT'S IT DO PRESENTER

| | | |
|--------------|---------------|-----------|
| First Name | Last Name | Job Title |
| Phone Number | Mobile Number | Email |

PAYMENT: Check payable to BICSI or Credit Card - (Credit card payments may have an international transaction fee added.)

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|--|----------------------|-----|----------------------------------|
| Cardholder Name (as it appears on the credit card) | Cardholder Signature | | |
| Credit Card Number | Expiration Date | CVV | Card Billing Zip Code (required) |

Return Completed Form with Payment to BICSI:

Email: cnalls@bicsi.org | **Fax:** 1-813-971-0286 | **Mail:** BICSI, 8610 Hidden River Parkway, Tampa, FL 33637, United States