**Chartered Institute of Taxation**

**Event sponsorship/exhibition agreement**

This agreement is made this **XX XXXX XXXX**

Between:

1. Name of organising body (**The Chartered Institute of Taxation/Association of Taxation Technicians**) [hereafter known as the “Organising Body/Bodies”]; and
2. Name of sponsoring or exhibiting organisation ( **XXXXX** ) [hereafter known as the “Sponsoring Body”];
3. This sponsorship agreement will take effect from (**XX XXXXXX XXXX**) and will terminate on (**XX XXXXX XXXX**)
4. The Sponsoring Body agrees to sponsor/exhibit with the Organising Body in respect of the (**Name of Event; Name of Venue**) to the value of £**XXX** (+ VAT) for a period of (**X** days from **XX XXXXX XXXX – XX XXXXXX XXXX**)
5. Payment of £**XXX** + VAT must be made no later than 30 days before the conference
6. This sponsorship is entered into independent of and without any condition to any existing or future commercial deals between the Sponsoring Body and the Organising Body. Unless specifically stated, this agreement don’t not give the Sponsoring Body/Exhibiting Body any rights to use the Organising Body’s logo or name without prior written consent from the Organising Body.
7. In return for sponsorship/exhibiting rights, the Sponsoring Body will receive the following benefits to be provided by the Organising Body:
* Logo on conference brochure and binder and provider of conference bags for binder
* 15 minute presentation slot at the conference on the Friday afternoon
* Exhibition Stand at the conference
* Sponsor of the drinks during the Saturday Guest night dinner
* 2 x places at dinner on Friday
* 2 x places at dinner (on top table) on Saturday
* Formal thanks by Conference Chairman during Saturday night dinner
1. In the event that the event is cancelled by the Organising Body 100% of all sponsorship/exhibitor fees paid by the Sponsoring Body to the Organising Body will be returned in full.

6a. In the event that the event is cancelled due to a third party being unable to carry out its obligations under this agreement, due to circumstances beyond the Organising Body’s control or which it could not have prevented (including all and any definitions of force majeure), the Organising Body’s obligations are suspended whilst those circumstances continue, provided the Sponsoring Body is notified and the Organising Body uses its best endeavours to overcome the circumstances preventing its obligations from being carried out.

6b. If the Organising Body is unable to overcome the circumstances preventing its obligations from being carried out due to any of the reasons named under clause (6a.), the Organising Body is not obliged to return the full sponsorship paid by the Sponsor/Exhibitor, but may offer reasonable remuneration based on the circumstances and the time until the event.

1. Each party shall indemnify the other against any claims arising from any breach of the agreement by either party.

Signed on behalf of the Organising Body:

**Print Name:**

**Position:**

**Signature:**

**Date**

Signed on behalf of Sponsor/Exhibitor:

**Print Name:**

**Position:**

**Signature:**

**Date:**