



WCX World Congress Experience

April 21-23, 2020 ■ TCF Center Detroit ■ Detroit, MI ■ USA

CONTRACT FOR LEARNING LAB TIMESLOT

Contact and Company Information

(*as it should appear in text as applicable):

*Company Name: _____

Address: _____

City / State / Zip: _____

Country: _____

Web URL: _____

Contact Name: _____

Title: _____

Direct Number (required): _____

Mobile Number: _____

Email (required to receive important exhibitor information): _____

Signature (required to process contract): _____

Date: _____

Bill-to Contact and Information

☐ Same as Sponsor Contact and Company Information

Company Name: _____

Address: _____

City / State / Zip: _____

Country: _____

PO# (if applicable): _____

Contact Name: _____

Department: _____

Direct Number (required): _____

Mobile Number: _____

Email (required): _____

Completion and submission of this form constitutes agreement of accompanying **Terms and Conditions**.

PAYMENT TERMS: Company must enclose a 50% deposit minimum with this executed agreement. Company agrees to remit the balance of the fee by December 23, 2019. **For all executed agreements after December 23, 2019 the company must enclose 100% of the total fee.**

Learning Lab Presentation (Exhibitors & Sponsors Only)

Total: \$1,000.00 USD

Deliverables:

- (1) 20-minute timeslot to deliver presentation and Q&A at the Learning Lab in the Exhibit Hall
- Company must provide presenter's name, position, contact information, and title of presentation:

Presenter's Name: _____ Position: _____

Email: _____ Phone: _____

Presentation Title: _____

- Please indicate day and time preferences below, if applicable. SAE will do its best to accommodate based on availability, and at its discretion.

	Day / Time
1 st Preference	
2 nd Preference	
3 rd Preference	

No sponsor recognition or any other deliverables are associated with this add-on

NOTE: Signed contract, payment, and requested information must be received **prior** to deadlines for listing inclusions on agenda(s).



No Refunds Will Be Issued After December 23, 2019

PAYMENT METHODS:

☐ **Credit Card**

Type (Visa, AMEX, Discover): _____

Card No: _____

Exp. Date: _____ Amount: \$ _____

Signature (required to process):

☐ **Check**

Complete contract and mail with check –
made payable to SAE International –

To: SAE International
Accounts Payable
400 Commonwealth Drive
Warrendale, PA 15096-0001

☐ **Wire/ACH Bank Transfer**

Contact **SAE Customer Service**
directly at:

1-877-606-7323
(U.S. and Canada only)

1-724-776-4970
(Outside U.S. and Canada)

1. Cancellation of Sponsorship

In the event of a sponsorship cancellation and SAE receives notice of such cancellation more than (120) days prior to the opening date of the event then SAE shall retain a service charge equal to 50% of the total sponsorship amount. Plus any expenses incurred in the fulfillment of sponsorship. Within (120) days of the opening day of the event, the customer is liable for 100% of the total sponsorship amount. SAE reserves the right to cancel the sponsorship if sponsor's actions would negatively impact SAE's reputation or standing in the public eye.

2. Termination or Interruption of Exhibition

In the event the site where the event is to be held, in the sole determination of SAE, becomes unfit for occupancy or is substantially interfered with because of picketing, strike, embargo, injunction, act of war, act of God, act of terrorism, fire, emergency declared by any government agency, or by virtue of any ordinance or law of any Municipal, State, or Federal governmental agency or any act beyond the control of SAE, this agreement may be terminated by SAE. In the event of such termination, the sponsor waives all damages against SAE.

3. Liability and Indemnification

Neither SAE nor the management of the site shall be liable for damage, loss or destruction of the sponsor property by reason of fire, theft, accident or other destructive causes. Neither SAE nor the management of the site nor any of their employees, agents, or servants will be accountable or liable for accidents to sponsors, their employees, agents or servants. The sponsor shall be liable to SAE and/or the site for any damage done to the building and/or the furniture and fixtures contained therein which shall occur through acts or omissions of the sponsor, its employees, agents or servants. The sponsor hereby assumes the entire and full responsibility and liability for and agrees to indemnify and hold harmless SAE International, its officers, directors, members, staff and other representatives from and against any and all claims, damages, injury (including without limitation, death at any time resulting there from), loss or expense (including without limitation, all attorney fees and other expenses of any arbitration or litigation) of any nature resulting from any injury or damage to any person or property which occurs as the result of any act or omission of the sponsor, its employees, agents or servants.

4. Restrictions

- Photo, video, or audio recording of sessions or materials presented in sessions without written permission from SAE are prohibited. *Attendees are permitted to bring camera equipment onto the exhibit floor. Sponsors retain the right to restrict photography of their products or displays and such decisions are within the discretion of the sponsor and are not controlled by SAE International.*
- Outboarding Policy: Sponsors must not schedule, foster, or conduct outside activities that would take qualified attendees away from the event without written consent from show management. This includes, but not limited to, scheduling of private functions, cocktail parties, special events, receptions, conferences, open houses, news conferences or other hospitality function. The offering of any educational programming, or similar activity, that competes with the event is strictly prohibited. SAE reserves the right to control activities associated with the event, including those sponsored by an exhibitor, whether inside or outside the convention facilities. Complete Outboarding Policy rules will be made available in the Exhibitor Service Manual.
- Any distribution of literature or samples must be limited to the sponsor's display, technology salon or hospitality suite.

5. Insurance

The Sponsor must, at own expense, obtain and maintain comprehensive general liability insurance, on an occurrence-based policy, with a limit of not less than \$1,000,000 per occurrence/\$2,000,000 aggregate combined singled limit bodily injury/property damage (including products and completed operations coverage and host liquor liability), Automobile Liability insurance no less than \$1,000,000 combined singled limit and Workers' Compensation (statutory limits) coverage. Sponsor agrees to add SAE International as an additional insured on its General Liability policy.

6. Interpretations and Amendments

SAE reserves the right to interpret these regulations as it deems proper to ensure the success of the exhibition and to further the educational purposes of SAE International. The exhibits are intended to supplement the information disseminated at the technical sessions.

7. Value Added Tax (VAT)

When applicable, SAE is required to charge VAT to all exhibiting companies, except for any exhibiting companies who are themselves VAT registered in the country hosting the event and who are able to prove this to the satisfaction of SAE. The appropriate percentage rate of VAT will therefore be added at the checkout in addition to the net exhibit fees stated and will be payable to SAE at the same time. If you are a business entity, you may be eligible to obtain a refund of this VAT from the European country's government by submitting a valid claim under the 13th Directive (non-EU business entity) or under the Refund Directive (EU business entity not VAT registered) within the statutory deadline. Further information can be obtained from the local tax authorities.

8. Consent to Use of Images

Please note that photographs and video taken by or on behalf of SAE of event activities and attendees shall be the property of SAE. By registering for an SAE event, you consent to the use by SAE of any photograph or video in which you appear, including for promotional purposes, in print, digital, or other format, without notice or compensation to you.