



# SPE Workshop: Geothermal Digital and Automation

23-24 January 2024  
The Chifley Houston, Tapestry Collection by Hilton • Houston, Texas

## SPONSORSHIP CONTRACT

This Sponsorship Contract will become a binding contract if the sponsor satisfies and agrees to Sponsorship Policies as set forth in this Contract. The individual signing this agreement warrants that he/she has the authority to bind contractually the organization contracting for the sponsorship.

### CONTACT INFORMATION \*

*\*Required: All information must be filled in completely before submitting*

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

URL Page Link: \_\_\_\_\_

### OPPORTUNITY SELECTED

Sponsorship: \_\_\_\_\_

### PAYMENT DUE

**Payment accepted in US dollars (USD) only.**

*Refer to Payment Policy on Page 2*

**Sponsorship Total:**

100% Due with Contract USD \_\_\_\_\_

### BILLING INFORMATION FOR INVOICING \*

*\*Required: All information must be filled in completely before submitting*

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Street Address: \_\_\_\_\_  
\_\_\_\_\_

City/State/Province: \_\_\_\_\_

Zip Code/Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### PAYMENT METHOD

\_\_\_ Check Enclosed Check Number: \_\_\_\_\_

*Please make checks payable to the Society of Petroleum Engineers.*

\_\_\_ Wire Transfer\*

\_\_\_ Credit Card\*

\_\_\_ P.O. Number: \_\_\_\_\_

\*For details on paying by wire transfer or credit card, please contact [registration@spe.org](mailto:registration@spe.org).

I hereby submit this contract for a sponsorship and agree to abide by the policies and procedures as outlined in this contract.

\_\_\_\_\_  
Authorized Representative

\_\_\_\_\_  
Date:

\_\_\_\_\_  
SPE Representative

\_\_\_\_\_  
Date:

### *SPE Internal Use Only*

Contract Received: \_\_\_\_\_

Full Payment Received: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

## **SPE Workshop: Geothermal Digital and Automation**

### **SPONSORSHIP OPPORTUNITIES**

#### **USD 8000 – Platinum (exclusive)**

- Two (2) complimentary registrations
- Opportunity to provide company logo lanyards to be distributed by SPE at registration
  - SPE approved design is dual clip and breakaway
  - Recommended quantity – 100
- Opportunity to provide an 8½ x 11 full-page flyer for distribution to attendees
- Opportunity to provide one (1) company logo item to be distributed to attendees

#### **USD 6500 – Gold**

- Two (2) complimentary registrations
- Opportunity to provide an 8½ x 11 full-page flyer for distribution to attendees
- Opportunity to provide one (1) company logo item to be distributed to attendees

#### **USD 5000 – Silver**

- One (1) complimentary registration
- Opportunity to provide one (1) company logo item to be distributed to attendees

#### **USD 3000 – Bronze**

- Prominent recognition

#### **SPONSOR BENEFITS**

- Prominent on-site signage displayed at the workshop recognizing the sponsorship
- Recognition in the technical program (provided sponsorship is confirmed before print deadline)
- Recognition on the PowerPoint slides viewed between technical sessions
- Recognition on the workshop website, including a link to your company's website

### **Sponsorship Guidelines**

- **All copy must be submitted and approved by SPE prior to implementation**
- **It is the responsibility of the sponsor to adhere to the sponsorship and logo specifications information**

#### **PAYMENT POLICY**

- SPE requires that one hundred percent (100%) payment on all sponsorships be submitted with the signed contract.
- No sponsorship will be acknowledged or promoted, either in print or on the SPE official website, until the contract and required payment has been submitted.
- Payment is accepted in US dollars only. SPE also accepts most credit cards, checks, money orders and wire transfers.
- Should a sponsor elect to cancel a confirmed sponsorship, SPE is not entitled to refund the monies paid to SPE.
- Company representative signature binds the company to the payment and cancellation schedule. If the company cancels participation with money due, the outstanding funds will be due upon cancellation.

#### **DEADLINES**

##### **In order for sponsorship to be promoted in the Workshop Technical Program:**

- Sponsorship Contracts and payment must be received **prior to 19 December**
- Sponsor logos should be sent as vector based .EPS or .AI files, 4 color process
- If a vector based logo does not exist use the following file recommendations:
  - Logo should be at least 2 inches wide when produced at 300 pixels per inch
  - Logo should be submitted as a .TIF or .EPS file formats

***If a sponsor does not meet the published deadlines, we cannot guarantee promotion of sponsorship.***