



2024 SPE/AAPG/SEG Oil and Natural Gas Technology Symposium

12 June 2024 • US Capitol Visitor Center • Washington, DC

ADVERTISING/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.

This is a fillable form that needs to be completed electronically and submitted via email.
Complete the form. | Add a digital signature. | Save the file. | Submit completed form to [Gail Smith](#).

CONTACT INFORMATION *

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

Company: _____

Contact Name: _____

Title: _____

Phone: _____

Cell: _____

Email: _____

URL Page Link: _____

Agency Contact Name: _____

Agency Phone: _____

Agency Email: _____

BILLING INFORMATION FOR INVOICING *

Company/Agency: _____

Contact Name: _____

Street Address: _____

City/State/Province: _____

Zip Code/Postal Code: _____

Country: _____

Phone: _____

Cell: _____

Email: _____

OPPORTUNITIE(S) SELECTED

Sponsorship(s): _____

Additional Details:

PAYMENT DUE

Payment accepted in US dollars (USD) only.

Refer to Payment Policy below.

Sponsorship Total:

100% Due with Contract USD _____

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 [Gail Smith](#).

I hereby submit this advertising and/or sponsorship contract 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: _____

2024 SPE/AAPG/SEG Oil and Natural Gas Technology Symposium Sponsorship Contract

SPONSORSHIP OPPORTUNITIES (ALL PRICING IN US DOLLARS OR USD)

ALL SPONSORSHIPS RECEIVE:

- On-site signage recognizing the sponsorship
- Recognition in the technical program (provided sponsorship is confirmed before print deadline, **13 May 2024**)
- Recognition on the PowerPoint slides viewed between technical sessions
- Recognition on the symposium website, including a link to your company's website

GOLD — USD 5,000

- Sponsor may provide an 8½ x 11 full page flyer to be available for attendees at a Sponsors' table
- Sponsor may provide one (1) company logo item to be available for attendees at a Sponsors' table

SILVER — USD 2,500

- Prominent recognition

100% of Payment due with Contract

SPE ADVERTISING POLICY

SPE accepts advertising for goods and services that, in the publisher's judgment, address the technical or professional interests of its readers. SPE reserves the right to refuse to publish any advertising it considers to be unacceptable. Advertising that can be construed as discriminating or advocating discrimination on the basis of race, gender, religion, disability, sexual orientation, or national origin will not be accepted. As a global organization, SPE will also reject advertising that, in the publisher's opinion, might be culturally offensive to SPE members.

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.**
- All logos must be submitted to [Gail Smith](#) by no later than **13 May 2024**.

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 deposit 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

****For sponsorship to be promoted in the Forum Technical Program:**

- Sponsorship Contracts and payment must be received **prior to 13 May 2024**
- 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.