



SPONSORSHIP/BOOTH PACKAGE CONTRACT

This is the Sponsorship/Booth Package Contract for the 2020 SPE Virtual Artificial Lift Conference & Exhibition – Americas which will become a binding contract if the sponsor satisfies and agrees to the Advertising, Sponsorship and Booth Policies as set forth in this Contract. The undersigned does hereby request to be a sponsor/booth for SPE Virtual Artificial Lift Conference & Exhibition – Americas scheduled 10 – 12 November 2020. The individual signing this agreement warrants that he/she has the authority to bind contractually the organization contracting for the sponsorship/booth.

CONTACT INFORMATION *

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

Company: _____

Exhibiting As: _____

Primary Contact Name: _____

Title: _____

Phone: _____

Cell: _____

Email: _____

URL Page Link: _____

**For sponsorship/advertising items if different than Primary Contact*

Marketing/Agency Contact Name: _____

Marketing/Agency Phone: _____

Marketing/Agency Email: _____

**For Exhibit Booth if different from Primary Contact*

Booth Administrator Contact Name: _____

Booth Administrator Phone: _____

Booth Administrator Email: _____

BILLING INFORMATION FOR INVOICING *

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

Send Invoice To:

Company: _____

Invoice Contact Name: _____

Street Address: _____

City/State/Province: _____

Zip Code/Postal Code: _____ Country: _____

I hereby submit this contract for a sponsorship/booth package the 2020 SPE Virtual Artificial Lift Conference & Exhibition – Americas and agree to abide by the policies and procedures as outlined in this contract.

Authorized Representative Date: _____

SPE Representative Date: _____

PAYMENT DUE

Payment accepted in US dollars (USD) only.

Refer to Payment Policy on Page 4

Sponsorship/Booth Total:

100% Due with Contract USD _____

Total Paid with Contract USD _____

PAYMENT METHOD

For payment by check:

____ Check Enclosed Check Number: _____
Please make checks payable to the Society of Petroleum Engineers.

For Payment by Wire or Credit Card:

An invoice will be generated and emailed to the billing contact. Payment instructions will be included for wire transfers and credit card processing.

P.O. Number: _____ (if required)

SPE SALES REPRESENTATIVES

SOCIETY OF PETROLEUM ENGINEERS

SPE SALES DEPARTMENT
222 Palisades Creek Drive
Richardson, Texas, USA 75080

Phone: +1.972.952.9393 • Fax: +1.866.491.7171

Evan Carthey (A-FL) + 1.713.457.6817 or ecarthey@spe.org
Jason Plotkin (Fm-O) + 1.713.457.6877 or jplotkin@spe.org
Kirk Colligan (P-Z) + 1.972.952.9516 or kcolligan@spe.org

SPE Sales Internal Use Only

List Sponsorship benefits:

COMPANY NAME: _____

2020 SPE Virtual Artificial Lift Conference & Exhibition – Americas

SPONSORSHIP/BOOTH PACKAGE OPPORTUNITIES

GOLD — USD 6,200 (UNLIMITED AVAILABLE)

- Customizable Virtual Booth on event platform that comes with Lead Retrieval; booth is available 30 days post event
- Logo to rotate through smaller banner in Exhibit Hall
- Logo to rotate through smaller banner in platform lobby
- Logo scrolling at the bottom of the platform lobby
- Logo on Sponsor wall banner in platform lobby
- Logo on Thank you to Our Sponsor pdf on platform navigation bar with link to website or video
- 15 comp registrations
- Logo on ALCE event website with link to company website and “About the Company” blurb

SILVER — USD 3,100 (UNLIMITED AVAILABLE)

- Customizable Virtual Booth on event platform that comes with Lead Retrieval; booth is available 30 days post event
- Logo to rotate through smaller banner in Exhibit Hall
- Logo to rotate through smaller banner in platform lobby
- Logo scrolling at the bottom of the platform lobby
- Logo on Thank you to Our Sponsor pdf on platform navigation bar with link to website or video
- 10 comp registrations
- Logo on ALCE event website with link to company website and “About the Company” blurb

BRONZE — USD 1,550 (UNLIMITED AVAILABLE)

- Logo scrolling at the bottom of the platform lobby
- Logo on Thank you to Our Sponsor pdf on platform navigation bar with link to website or video
- 5 comp registrations
- Logo on ALCE event website with link to company website and “About the Company” blurb

100% of Payment due with Contract

DEADLINES

2020 ALCE SPONSORSHIP DEADLINES

****In order for sponsorship to be promoted:**

- Sponsorship/Booth Package Contracts submitted with full payment must be received **prior to 20 October 2020.**
- Advertising materials must be received, and booth set up complete **no later than 27 October 2020.**

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

SPE 2020 Artificial Lift Conference and Exhibition Terms & Conditions

1. CHARACTER

- a. The Virtual Event is undertaken primarily for the technical education of participants. To provide the best possible atmosphere to discuss the technical application of the equipment and services displayed, each exhibitor agrees as follows:
- b. To exhibit only products of their own manufacture, represents or distributes comprising materials, equipment, apparatus, systems, services, and other component products applicable to advancing the engineering and scientific knowledge and development/refining of energy and environmental resources; and
- c. To exhibit such products or services in a tasteful manner so as to describe and depict the advantages of using such products or services.

2. RESERVATION OF RIGHTS

- d. SPE reserves the right, in its sole and unfettered discretion, to without any liability to SPE, its respective officers, directors, employees, agents, and each of them; determine the eligibility of Exhibitors, exhibits, and products displayed for the Virtual Event;
- e. reject, prohibit, or remove exhibits or Exhibitors which SPE considers objectionable, inappropriate, disruptive, or offensive to SPE, other Exhibitors, or participants;
- f. change or modify the layout of the Virtual Event and/or relocate exhibits or Exhibitors;
- g. cancel, in whole or in part, the Virtual Event due to any act, event or occurrence beyond the reasonable control of SPE making it impossible, illegal or commercially impracticable to perform its obligation under this Contract - including, but not limited acts of God, terrorism, war (whether declared or otherwise), riots, forces of nature, unforeseen technological disruption, action or inaction by a government agency, government regulations or advisories, disaster, threatened or actual strikes, civil disorders, , political or social disturbance, or a Public Health Emergency of International Concern, outbreaks of disease, epidemics, or pandemics, including but not limited to those declared by the World Health Organisation ("Force Majeure Event");
- h. change, within reasonable limits, the date, time, virtual event platform/facility, and duration of the Virtual Event;
- i. from time to time to establish and amend or modify any regulations governing use of the virtual event platform/facility and the Virtual Event; and determine whether an Exhibitor has violated any Exhibit Regulations or other Exhibit rules.

3. PAYMENT TERMS

- a. Upon receipt of the Contract, an invoice will be issued to the Exhibitor. The exhibit package will only be secured upon submittal of the Contract and payment of required deposit.
 - i. No Deposit. Companies that have not made any payments will be required to pay in full by 1 September 2020 to participate.
 - ii. Final Payment (100%). Companies that have supplied payments are required to make full payments by 1 Septemebr 2020. If the virtual selection made by a company is less than company payments already received, company may determine to add services, increase their virtual selection, or elect to receive a refund based on the balance of overpayment.
- b. SPE reserves the right to cancel and/or reassign any exhibit space for which an invoice remains unpaid for more than thirty (30) days after invoice date. No exhibitor will be allowed to begin move-in/setup until full payment and a duly executed Contract have been received by SPE.

4. CANCELLATION

- a. Cancellation must be notified in writing to SPE. The date upon which the notice of cancellation is received shall apply as the official date of cancellation. Upon the Exhibitor notification of cancellation, SPE has the right to resell the space vacated.
- b. In the event of cancellation by the Exhibitor, SPE shall have the right to impose cancellation penalty as following:
 - a. If cancelled, company will receive 100% refund.
 - b. If cancelled after making the virtual booth selection, the cancellation penalty will be 100% of the total exhibit package costs.
- c. After exhibit package has been confirmed and accepted, a change of exhibit package can result in relocation at SPE's discretion.
- d. If notification is not made in writing, SPE reserves the right to resell the exhibit package and the Contract will become null and void.

5. ASSIGNMENT/SUBLET

Exhibitor shall not assign, sublet or appoint the whole or any part of the exhibit package allotted to them, nor permit any other person or party to exhibit therein, any other goods, apparatus, etc., not manufactured or distributed by the Exhibitor in the regular course of business except with prior written consent from SPE.

6. VIRTUAL EXHIBIT BOOTH

It is the responsibility of the Exhibitor to adhere to the exhibiting company branding, advertisement and/or exhibit digital materials specification information and submission deadlines provided.

- a. Exhibition booth must be manned by a representative during all times when the Virtual Event is officially live in the virtual event platform.
- b. SPE reserves the right to prohibit any exhibit or part thereof that in their opinion violates this Contract or that is in other ways not suitable to and in keeping with the technical educational character and spirit of the Virtual Event.
- c. SPE shall be responsible for the control of the virtual event platform. Exhibitors are responsible for the supervision of their exhibition booth. The decision of SPE is final and decisive on any questions not covered in the foregoing terms and conditions.

7. LIMITATION OF LIABILITY

SPE shall not be responsible for any loss of business, loss of profits, damage or expense or whatever nature that the Exhibitor may suffer due to Virtual Event cancellation as a result of a Force Majeure Event or other conditions that render the Virtual Event impracticable in SPE's sole determination. In no event will SPE's liability exceed the amount paid to SPE by the Exhibitor under this Contract. Under no circumstances will SPE be liable to the Exhibitor for indirect, incidental, consequential, special or exemplary damages (even if SPE has been advised of the possibility of such damages) arising from any provision of this Contract, including but not limited to, the exercise by SPE of any of its rights under this Contract.

8. INDEMNIFICATION

Exhibitor shall defend, indemnify and hold harmless SPE, its officers, directors, employees, agents and each of them, with respect to any claims, suits, damages, liabilities, losses, expenses and costs (including any legal costs) ("Claims") which SPE, its officers, directors, employees, agents and each of them may suffer or be subject to, and which are in any way connected with the Contract or the presence of the Exhibitor or the Exhibitor's personnel at the Virtual Event; provided, however, that the Exhibitor's duty to indemnify, defend and hold harmless shall not extend to Claims, as are solely caused by the gross negligence or wilful misconduct of SPE, its agents or employees. The terms of this provision shall survive the termination or expiration of this Contract.

9. EXHIBITOR SERVICES

To ensure the continuation of smooth installation, and operation during the Virtual Event, a complete information and checklist will be provided in the Exhibitor Services Manual ("ESM").

This manual includes information integral to participation at the Virtual Event, including, but not limited to additional exhibit rules and regulations, operational schedule, checklist, order forms, registration, exhibit display rules, etc.

10. AMENDMENTS

Any and all matters and questions not specifically covered by the Terms and Conditions in this Contract shall be subject to the decision of SPE and may be amended at any time by SPE in the overall best interest of the exhibition and notice thereof shall be binding on the Exhibitors equally with the foregoing in this Contract.

11. PRIVACY POLICY

SPE cares about the protection of participant personal information. SPE's Privacy Policy describes participant rights and choices regarding the personal information that they provide to SPE.

SPE's Privacy Policy describes the practices regarding how SPE, through its affiliated corporate entities, collects, uses, discloses, or transfers the personal information that participants share with SPE or that SPE collect about participants when they attend one of SPE events, or visit SPE websites, or use SPE mobile applications. SPE complies with applicable privacy laws, including GDPR, in collecting and processing Exhibitors' data. Exhibitors have control over how much of their personal data is shown to other participants for networking purposes. Exhibitors can manage the data in their personal profile, which can be found at by logging in and going to Settings / Your Profile. The virtual event platform, Freeman Online Event Pro, processes the data attributed to this Virtual Event on behalf of SPE.

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SPE collects and processes data for the purposes of fulfilling participant's registration order, analysing how this site performs and is used, and marketing for future related SPE events. All Exhibitors maintain the right of erasure and can withdraw their consent at any time. Please visit SPE website at <http://www.SPEnet.org/privacy-policy> for further details on SPE's Privacy Policy.

SPE reserves the right to amend the SPE Privacy Policy at any time and will place the latest version on SPE website.

12. GOVERNING LAW AND JURISDICTION

This Contract will be construed and enforced in accordance with the laws of the State of Texas. All disputes arising out of or in connection with this Contract shall be referred to exclusive jurisdiction to the federal and state courts of Collin County, Texas.

13. CODE OF CONDUCT

SPE is committed to providing a professional, friendly and safe environment for all participants at its events, regardless of gender, sexual orientation, disability, race, ethnicity, religion, national origin or other protected class.

- a. This code of conduct outlines the SPE expectations for all participants, including attendees, speakers, vendors, media, exhibitors, sponsors and volunteers. Cooperation is expected from everyone, and SPE will actively enforce this code throughout this Virtual Event.
- b. Participants will be provided with personalised credentials allowing them access to the virtual event. These credentials are personal and non-transferable. Non-registered individuals and minors will not be able to access the virtual event, unless upon prior agreement with SPE.
- c. SPE expects all event participants to help ensure a safe and positive experience for everyone. Unacceptable behaviour will not be tolerated during any portion of a meeting or event. Unacceptable behaviour includes but is not limited to:
 - i. Intimidating, harassing, abusive, discriminatory, derogatory or demeaning speech or actions.
 - ii. Harmful or prejudicial verbal or written comments or visual images related to gender, sexual orientation, race, religion, disability or other personal characteristics, including those protected by law.
 - iii. Inappropriate contact including via electronic communications.
 - iv. The production or non-consensual sharing of harassing non-consensual photography or unwanted recording, including nudity and/or sexual images in virtual event (in any format, electronic or otherwise).
 - v. Real or implied threat of professional or financial damage or harm.
 - vi. Inappropriate and sustained disruption of sessions, meetings and/or events.
 - vii. Photographing, video or audio recording of slides, oral or presentations without prior written permission from SPE.
 - viii. Violating the rules and regulations of the virtual event platform, Freeman Online Event Pro.
 - ix. Cybercrime and dubious online practises include but not limited to phishing, spamming, spoofing and cyberstalking.
 - x. Inappropriate self-presentation or attire. Business casual dress code is preferred.
- d. Reporting of harassment and disruptive behaviours can be made to SupportCenter@spe.org
- e. Consequences of misconduct may include:
 - i. Immediate removal from meetings and/or events without warning.
 - ii. Restrictions from future SPE events.
 - iii. Revoking SPE membership

14. COPYRIGHT

All content contained within the SPE events is copyrighted either by SPE or other providers and its capture in any format, use and/or reproduction outside the portal is strictly prohibited without express permission from the content owner(s).