



SPE 2024 Energy Transition Symposium
 Hyatt Regency Baytown - Houston
 12-14 August 2024 • Houston, TX, USA

SPONSORSHIP CONTRACT

This is the Advertising and Sponsorship Contract for the 2024 SPE Energy Transition Symposium in Houston, Texas which will become a binding contract if the sponsor satisfies and agrees to the Advertising and Sponsorship Policies as set forth in this Contract. The undersigned does hereby request to be an advertiser and/or sponsor for SPE Energy Transition Symposium scheduled 12 – 14 August 2024. The individual signing this agreement warrants that he/she has the authority to bind contractually the organization contracting for the advertising and/or sponsorship.

BILLING INFORMATION FOR INVOICING *

**Required: All information must be filled in completely before submitting*
Billing Invoice: Send to: (check one)

Primary Company Contact
 Marketing/Agency Contact

Invoice Address:

Company Name: _____
Street Address: _____
City/State/Province: _____
Zip Code/Postal Code: _____ **Country:** _____
Phone: _____ **Email:** _____

CONTACT INFORMATION *

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

Company: _____
Primary Contact Name: _____
Primary Contact Title: _____
Primary Contact Phone: _____
Primary Contact Cell: _____
Primary Email: _____
Company URL: _____
Marketing/Agency Contact Name: _____
Marketing/Agency Phone: _____
Marketing Agency Email: _____

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: _____

OPPORTUNITY SELECTED

Sponsorship: _____

PAYMENT DUE

Payment accepted in US dollars (USD) only.
Refer to Payment Policy on Page 4

Sponsorship Total:

100% Due with Contract USD _____

Print & Website Advertising:

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 CreditCard processing.

P.O. Number: _____ (if required)

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

For questions, please reach out to Ingrid Dudley at idudley@spe.org.

SPE Internal Use Only

Contract Received: _____

Full Payment Received: _____

COMPANY NAME: _____

SPE 24ETS Sponsorship Contract

ADVERTISING OPPORTUNITIES

DIGITAL PROGRAM: Inside Front — USD 750; Full-Page — USD 650

Inside Front Cover (IFC—Page 2)

Full Page

Web: Banner — USD 850 – 2 Available

Please note page preference. Pages subject to availability. Banner will be posted when received. Other pages available (call for details).

Register or Schedule page

WEB BANNER AD SPECS

Dimensions: 468 pixels wide X 60 pixels high

File Size: 30KB limit, regardless of file type

File Types: Flash, GIF, or JPG. Animation is allowed but sound is not.

The advertiser must embed the target URL in a Flash banner before sending it to SPE. Otherwise, the advertiser must specify the target URL when the file is submitted.

- Submit ads to the [24ETS folder](#)

100% of Payment due with Contract

SPONSORSHIP OPPORTUNITIES

ALL SPONSORSHIPS RECEIVE:

- Prominent on-site signage displayed at the event recognizing the sponsorship
- Recognition in the digital technical program (provided sponsorship is confirmed before deadline of 24 June 2024)
- Recognition on the PowerPoint slides viewed between technical sessions
- Recognition on the event website, including a link to your company's website

Conference – USD 8500

- Four (4) complimentary full conference registrations
- One (1) full-page 4-color ad in the digital conference program (created by sponsoring company, SPE to place ad)
- One logo item give-a-way provided by the sponsoring company.

Titanium – USD 6500

- Three (3) complimentary full conference registrations
- One (1) full-page 4-color ad in the digital conference program (created by sponsoring company, SPE to place ad)

Platinum – USD 5500

- Two (2) complimentary full conference registrations
- One (1) full-page 4-color ad in the digital conference program (created by sponsoring company, SPE to place ad)

Gold – USD 4500

- One (1) complimentary full conference registration
- One (1) full-page 4-color ad in the digital conference program (created by sponsoring company, SPE to place ad)

Silver – USD 3500

- One (1) complimentary full conference registration

RECEPTION — USD 5,500 EXCLUSIVE

- Two (2) complimentary, full conference registrations for company employees
- One full-page 4-color ad in the digital conference program (created by sponsoring company, SPE to place ad)
- SPE to provide branded cocktail napkins to be used during reception

NETWORKING LUNCHEON — (2 available) USD 4,500 EXCLUSIVE

- Two (2) complimentary full conference registrations
- One full-page 4-color ad in the digital conference program (created by sponsoring company, SPE to place ad)

CONFERENCE BAGS — USD 3,000

- Sponsor to supply bag and SPE will distribute
 - Proof must be sent to SPE for approval.
 - Quantity 200

CONFERENCE PENS & NOTEPADS — USD 3,000

- Company logo printed on pens and notepads (provided by sponsor) distributed by SPE
 - Sponsor to provide sample for SPE approval
 - SPE recommends 200
 - Minimum size 5"x7

CONFERENCE LANYARDS — USD 3,000

- Company logo and/or marketing message printed on lanyards (provided by sponsor) and distributed by SPE
- Sponsor to provide sample for SPE approval
 - **Must be dual-clip and breakaway**
- The lanyard sponsor is responsible for providing the required quantity of sponsored lanyards.
 - SPE recommends 200.

COFFEE BREAKS SPONSORSHIP (5 AVAILABLE) — USD 2,500 INDIVIDUAL; USD 10,000 EXCLUSIVE

- Sponsor may provide branded cocktail napkins to be used during sponsored break

___ Monday a.m.

___ Monday p.m.

___ Tuesday a.m.

___ Tuesday p.m.

___ Wednesday a.m.

___ Exclusive

100% of Payment due with Contract

SPE ADVERTISING/SPONSORSHIP POLICY

With an array of unique promotional opportunities, SPE can help you design the perfect program to enhance your company's experience at 2024 ETS. This program includes a variety of sponsorship and advertising opportunities. For complete details, please review the included information or contact the SPE Sales Department.

SPE has instituted the following policies for advertising and sponsorship opportunities for all SPE events. Once signed, the Advertiser/Sponsor agrees that these policies are considered binding and agrees to adhere to these policies in order to secure a sponsorship/advertising.

SPE EDITORIAL AND ADVERTISING POLICY

The Society of Petroleum Engineers encourages open and objective discussion of technical and professional subjects pertinent to the interests of SPE in its publications. SPE publications shall contain no judgmental remarks or opinions on the technical competence, personal character, or motivations of any individual, company, or group. Any material which, in SPE's opinion, does not meet the standards for objectivity, pertinence, and professional tone will be returned to the contributor with a request for revision before publication.

SPE accepts advertising (print and electronic) 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.

ADVERTISING GUIDELINES

- **All copy must be submitted and approved by SPE prior to implementation.**
- SPE will contact each previous year's advertiser to advise the right of renewal and the deadline they must submit their advertising contract and deposit in order to renew their advertisement.
- Should the previous year's advertiser not meet the deadline or should they elect not to renew their advertisement, SPE will then consider this advertisement available to all.
- Advertising will not be accepted that is considered by SPE in any way to be inappropriate to SPE's image.
- Advertising will not be accepted if it includes politically controversial terms.
- Advertising is accepted by SPE with the understanding that the advertiser is ultimately responsible and liable for full payment to SPE of any outstanding charges for advertising space.
- In accepting advertising, SPE provides no guarantees that such advertising will result in revenues for the advertiser.
- The final decision on advertising format and terminology rests with SPE and is provided in the advertising specifications.
- **It is the responsibility of the advertiser to adhere to the advertising and logo specifications information.**
- All advertising must be submitted online to the [24ETS folder](#) by the stated deadline.

SPONSORSHIP GUIDELINES

- **All copy must be submitted and approved by SPE prior to implementation.**
- All individual and exclusive sponsorships are subject to the right of renewal of the previous year's sponsor.
- SPE will contact each previous year's sponsor to advise the right of renewal and the deadline they must submit their sponsorship contract and deposit in order to renew their sponsorship.
- Should the previous year's sponsor not meet the deadline or should they elect not to renew their sponsorship, SPE will then consider this sponsorship available to all.
- **It is the responsibility of the sponsor to adhere to the sponsorship and logo specifications information.**
- All logos must be submitted to logos@spe.org by no later than the stated deadline.

PAYMENT POLICY

- SPE requires that one hundred percent (100%) payment on all sponsorships and advertising (print & web) 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.
 - If an invoice is required before payment, it can be accessed in the system using the company password.

CANCELLATION

- If an advertisement/sponsorship cancellation occurs 90 days before event, a 30% penalty shall be incurred.
- If an advertisement/sponsorship cancellation occurs 60-89 days before event, a 40% penalty shall be incurred.
- If an advertisement/sponsorship cancellation occurs 30-59 days before event, a 60% penalty shall be incurred.
- If an advertisement/sponsorship cancellation occurs less than 30 days before event, a 75% penalty shall be incurred.
- If an advertisement/sponsorship cancellation occurs after the program has gone to print, a 100% penalty shall be incurred.

2024 ETS SPONSORSHIP DEADLINES

****In order for sponsorship to be promoted in the 2024 ETS Digital Conference Program:**

- Sponsorship Contracts and payment must be received **prior to 24 June 2024.**
- Advertising materials must be received **no later than 1 July 2024.**

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