



2025 Conference & Expo Exhibitor/Sponsor Contract

Please complete and return this form to: development@acei.org

CONTACT INFORMATION

Last Name

First Name

Suffix

Address

Must match credit card billing address

Apt No./Suite/Etc.

City

State

Province

Zip / Postal Code

(Must match credit card billing address)

Country

(Must match credit card billing address)

Email

Mobile Phone

Office Phone

Booth Selection

(Please include two possible selections)

*AAACE serves the right to change Booth layout

SPONSOR PACKAGE DETAILS

Partner (\$3,500.00)

- 1 Exhibit booth (10' x 10') - 1, 6-ft skirted table, 2 chairs, waste basket
- 2 conference registrations; 2 discounted conference registrations
- Event app access and lead retrieval
- Opportunity to add:
 - 2nd booth for \$2,500.00

Collaborator (\$10,000.00)

- Choice of Breakfast (Monday and Tuesday), or Coffee Breaks (6 total breaks)
- 2 Exhibit booths (10' x 10') - 1, 6-ft skirted table, 2 chairs, waste basket
- Event app access and lead retrieval
- 1-hour presentation
- Partner logo on website, conference app, and conference program
- 4 conference registrations; 3 discounted conference registrations
- Advertisement in conference app

Champion (\$15,000.00)

- Choice of First Timer's Happy Hour or Closing Reception
- 2 Exhibit booths (10' x 10') - 1, 6-ft skirted table, 2 chairs, waste basket
- Event app access and lead retrieval
- 1-hour presentation
- Partner logo on website and conference app
- 5 conference registrations; 3 discounted conference registrations
- Advertisement in conference app
- 1 live webinar with AACE in 2024

Premier Sponsorship (\$25,000.00)

- Choice of Monday or Tuesday Keynote Introduction
- 2 Exhibit booths (10' x 10') - 1, 6-ft skirted table, 2 chairs, waste basket
- Event app access and lead retrieval
- 2, 1-hour presentations
- Partner logo on website and conference app
- 6 conference registrations; 4 discounted conference registrations
- Advertisement in conference app
- 1 live webinar with AACE in 2024
- Unlimited event app access
- RP Spotlight Webinar Sponsorship

SPONSOR INFORMATION

Your signed agreement must be submitted along with the method of payment.

Company name to appear on official listing:

Please register us for the following package:

If "Other" is selected, please specify what type of sponsorship you would like.
(example: *Sponsorship - Virtual Cocktail Hour (\$5,000.00)*):

Partner Total Due: \$

DESCRIPTION AND LOGO

Company description for virtual exhibit hall, AACE International website and conference app (60 words or less):

Hyperlink to be used for AACE International website and conference app. :

****PLEASE ALSO ATTACH HIGH RES LOGO TO BE USED ON AACE INTERNATIONAL WEBSITE, CONFERENCE APP, AND CONFERENCE PROMOTION.**

SPONSOR INFORMATION

****List information EXACTLY as you wish to appear in any Conference & Expo index/list.**

Company Name

Contact Name

Contact Email

Address

City

State/Province

Zip/Postal Code

Country

TERM & CONDITIONS

By providing and submitting this information, I understand:

- AACE has the right to make changes to the exhibit hall as seen fit.
- Exhibit invoices must be paid before arriving on-site at the Conference & Expo. Exhibitors whose invoices are not paid will not be provided attendee badges or entrance to the exhibit hall.
- Exhibitor registrations (complimentary and discounted) are to be used by employees of the exhibiting firm only. Please contact AACE for additional information regarding this policy.
- Exhibit displays cannot obstruct the line of sight of neighboring booths. Displays cannot extend more than 3 feet in front of the booth.
- Exhibitors are responsible for purchasing electric power to be dropped at booths through the GES Exhibitor Toolkit.
- I hereby agree to abide by the host hotel's rules and regulations.

CANCELLATION POLICY

Full payment is due within 45 days of contract submission until **April 1, 2025**. Thereafter all payments must be received at the time of contract submission. Onsite payments will not be accepted. If all payments and outstanding amounts are not paid in full by June 15, 2025, AACE retains the right to cancel the Exhibitor's space without further notice and without obligation to refund previously paid amounts. If payment is not received prior to load-in onsite, AACE will not allow for the release of the exhibitor's shipped items, printing of the exhibitor's badges or access to the expo floor.

In the event that an Exhibitor/Sponsor wishes to cancel all or part of the contracted exhibit space, the Exhibitor must do so in writing and email to development@acei.org. **Cancellations received on or before April 1, 2025 will receive a full refund, minus a \$250 processing fee.**

Yes, I understand and agree to these terms and conditions as well as the cancellation policy.

PAYMENT INFORMATION

Once your partnership contract has been submitted, AACE will contact you to confirm your exhibit/sponsorship selection and invoice for payment.

AGREEMENT

I hereby certify that I have read and understand the Terms & Conditions for partnering with AACE International's Conference & Expo. I agree that I have the authority to enter into this agreement with AACE on behalf of my company. I further agree that my company will pay in full and monies owed to AACE International as a result of this agreement.

Exhibitor/Sponsor Signature

Date

AACE Signature

Date