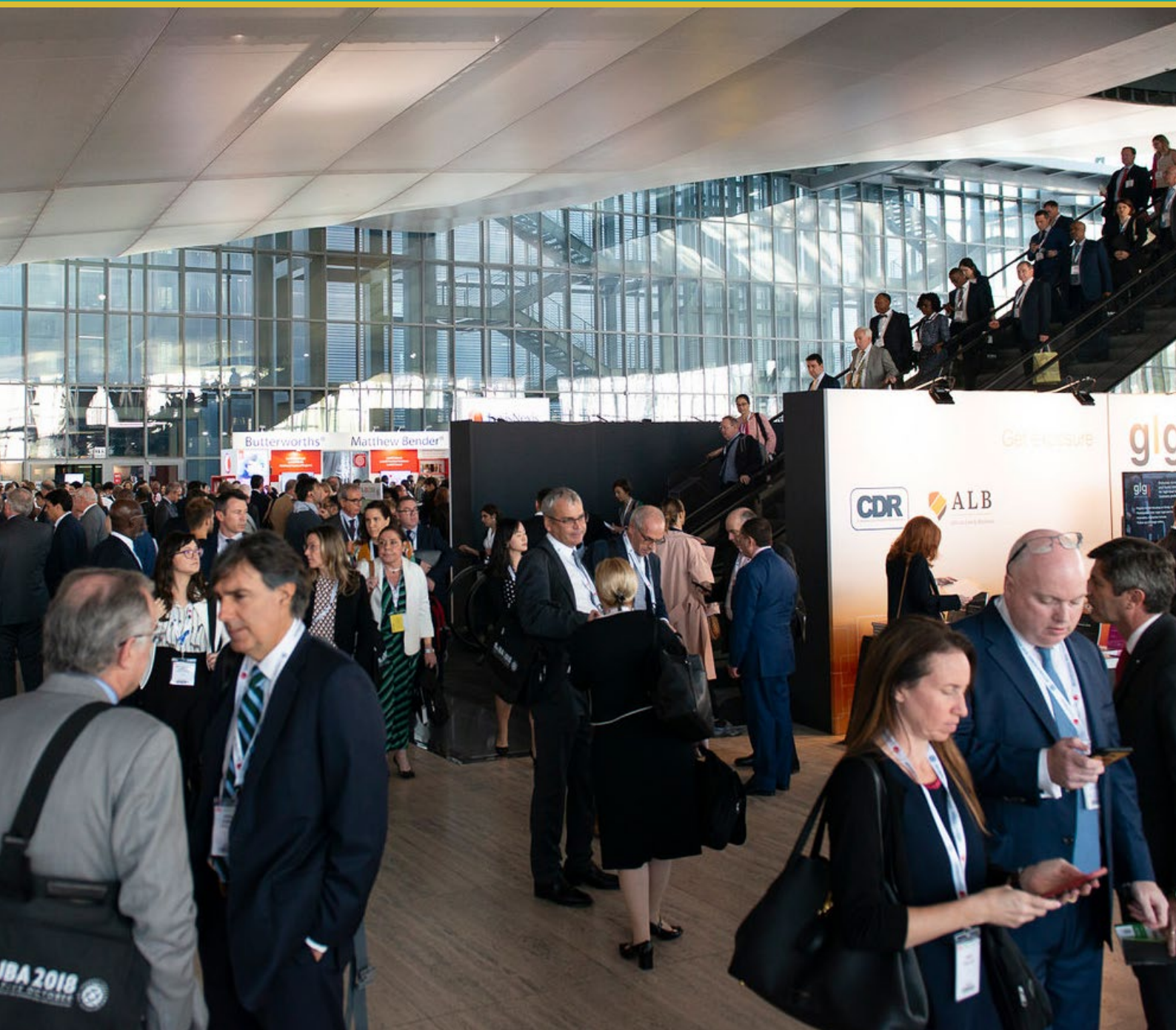


ANNUAL CONFERENCE OF THE INTERNATIONAL BAR ASSOCIATION

IBA 2022

MIAMI
30 OCT-4 NOV



EXHIBITION

SPONSORSHIP OPPORTUNITIES
AND FLOOR PLAN

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EXHIBITION

SPONSORSHIP OPPORTUNITIES AND FLOOR PLAN



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ALL SPONSORSHIP OPPORTUNITIES ARE NON-EXCLUSIVE AND NON-NEGOTIABLE

Cost	Platinum sponsorship	Gold sponsorship	Silver sponsorship	Bronze sponsorship	One exhibitor booth	Two exhibitor booths	Three exhibitor booths	Four exhibitor booths
	£24,000	£14,500	£9,000	£6,000	£3,900	£7,700	£11,600	£15,800
Complimentary delegate passes. (Delegate passes given away as part of an exhibitor sponsorship agreement, cannot be used by speakers, panellists, Chairs or Co-Chairs, members of the press or adjudicators. Complimentary delegate passes can only be used by a representative of the sponsoring company in their capacity as a delegate. They cannot be exchanged between colleagues once registered. Registration of complimentary delegate passes must be completed no later than 21 days prior to conference commencement date).	Four (4)	Three (3)	Two (2)	One (1)				
Exhibition booths (3m x 3m)	Three (3)	Two (2)	One (1)	One (1)	One (1)	Two (2)	Three (3)	Four (4)
Exhibitor passes. (Exhibitor passes given away as part of an exhibitor sponsorship agreement, cannot be assigned to a lawyer, even if they are no longer practicing or retired. In addition, they cannot be assigned to speakers, panellists, Chairs or Co-Chairs, members of the press or adjudicators. Exhibitor passes can only be used by a representative of the exhibiting company. Each original exhibitor pass can be exchanged once during the conference, once the original badge is presented to the registration desk, no exceptions. Registration of exhibitor passes must be completed no later than 21 days prior to conference commencement date).	Six (6)	Four (4)	Two (2)	Two (2)	Two (2)	Four (4)	Six (6)	Eight (8)
Exhibitor/sponsor logo and link on "Our sponsors" page of conference website	YES	YES	YES	YES	YES	YES	YES	YES
Exhibitor/sponsor logos included on floorplans located in convention centre	YES	YES	YES	YES	YES	YES	YES	YES
Exhibitor/sponsor logo on holding slides in all session rooms	YES	YES	YES	YES	YES	YES	YES	YES
IBA email, with exhibitor/sponsor logo, sent to all registered delegates one week before conference, promoting sponsors	YES	YES	YES	YES				
IBA email, with exhibitor/sponsor logo, sent to all registered delegates one week after conference, thanking sponsors	YES	YES	YES	YES				
Exhibitor/sponsor logo on signage around conference venue	YES	YES	YES	YES				
Insert in delegate bag	YES							

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Additional exhibitor passes can be purchased for £350.00 GBP each. Maximum additional passes two (2) per booth. Contact andrew.webster-dunn@int-bar.org for details.

For further information on sponsorship please email Andrew Webster-Dunn on andrew.webster-dunn@int-bar.org

Assignment of sponsorships

All sponsorships are **non-exclusive** and **non-negotiable**.

Interpretation and Definitions

In this agreement, unless the context otherwise requires, the following definitions shall apply:

1. "sponsorship" platinum, gold, silver and bronze sponsors, and exhibitor's;
2. "exhibitor or sponsor" means an organisation that is named as one of the platinum, gold, silver, bronze sponsors and exhibitor participants; and
3. "IBA" means International Bar Association.

Application/cancellation of sponsorship

Application for sponsorship must be made by completing the relevant online booking form located on the specific conference website. Sponsors will be invoiced 100 per cent of the total invoice cost upon placing the order, payable to the IBA within 30 days of the receipt of the invoice or by 28 August 2022 for invoices issued after the 30 July 2022. **Invoices not paid in full by the 28 August 2022, will be cancelled and all references to the sponsor or exhibitor will be removed from the final programme.**

Should the sponsor wish to withdraw from being a sponsor of the IBA Annual Conference and Exhibition after placing an order, the sponsor will be liable to pay the following amounts:

- Cancellation after Sponsor logo is placed on IBA Annual Conference and Exhibition website, 50 per cent of agreed value of invoice.
- Cancellation after 30 May 2022, 75 per cent of the agreed value of invoice
- Cancellation after 31 June 2022, 90 per cent of the agreed value of invoice
- Cancellation after 28 July 2022, 100 per cent of the agreed value of invoice

Cancellation of sponsorship must be directed in writing to:

Andrew Webster-Dunn, Head of Sponsorship, International Bar Association, 5 Chancery Lane, London WC2A 1LG United Kingdom.

No deductions or withholdings

All fees payable to us by you in accordance with the terms contained in this 'information' section shall be paid free and clear of all deductions or withholdings whatsoever.

If any deductions or withholdings are required by law to be made from any fees payable to us by you under the terms contained in this 'information' section you shall pay such sum as will, after the deduction or withholding has been made, leave us with the same amount as we would have been entitled to receive in the absence of any such requirement to make a deduction or withholding.

If we obtain the benefit of any tax credit or other relief by reference to any such deductions or withholdings, then we shall repay to you such amount as, after such repayment has been made, will leave us in no worse position than we would have been had no such deductions or withholdings been required.

Contract acceptance

The acceptance of the application shall be at the discretion of the IBA, and upon acceptance, becomes a contract. By completing the online application, the sponsor agrees to comply with, and be subject to, the terms and conditions contained in this document. The IBA reserves the right to refuse, deny or cancel sponsorship to prospective companies.

Liability

Any Exhibitor/Sponsor or direct contractor with the IBA must carry a minimum £2,000,000 Third Party, (Public Liability/General Liability Indemnity Insurance), on an each and every claim basis, and assume entire responsibility and hereby agree to protect, indemnify, defend and hold the IBA and its employees and agents harmless against all claims, losses and damages to persons or property, government charges or fines and attorney fees arising out of or caused by the exhibitor/sponsor's installation, removal, maintenance, occupancy or use of conference premises or a part thereof, excluding any such liability caused by the sole negligence of the venue, its employees and agents.

Insurance

Exhibition materials should be insured from the time they are shipped, through move-in, exhibit dates, move-out and until all materials have been received at the point of origin.

Sponsorship and Speaking at an IBA Conference

Under IBA Policy, speaking opportunities at an IBA conference or event must NOT be linked to sponsorship discussions or financial arrangements of any kind. Neither officers, nor representatives of the sponsorship department are authorised to agree, discuss or confirm speaking opportunities at an IBA conference as part of a sponsorship agreement.

Complimentary delegate passes

Complimentary delegates' passes, given as part of a sponsorship agreement, **cannot be assigned to speakers, panellists, Chairs or co-chairs, members of the press or adjudicators, this is non-negotiable**. A sponsorship delegate registration form must be completed by the sponsor in order to obtain the free delegates' pass. Notification of changes to free delegate passes must be sent via email, to andrew.webster-dunn@int-bar.org, no later than 21 working days prior to the commencement of the conference, no amendments will be made at the event only the people on the registration form may attend the conference. Complimentary delegate passes cannot be exchanged between colleagues.

Complimentary exhibitor badges and attendance

The maximum number of complimentary exhibitor badges allocated per booth (3mx3m) is two, **NO** exceptions will be given. Each exhibitor must wear an official IBA conference badge. Exhibitor badges cannot be assigned or given to another person at the conference, only those registered prior to the conference may attend the event, any other non-registered attendees using a registered participant's badge, will be asked to leave. Exhibitor passes must not be altered or covered. The exhibitor pass is valid for the duration of the conference. Exhibitor badge holders are not permitted to enter sessions; those who do will be asked to leave. Exhibitor badge holders may only attend the IBA Annual Conference and Exhibition Welcome reception. Exhibitor badge holders are not permitted to attend any other social function. Exhibitor badge holders cannot conduct business anywhere in the conference venue other than on their allotted booth. Exhibitor badges cannot be assigned to a qualified or practicing lawyer. Exhibitor badge holders are not permitted to invite guests to the conference or exhibition. Lunches are not provided for exhibitors as part of any sponsorship package, however, from time to time permission may be granted by the IBA conference organiser at the conference. Exhibitor badges cannot be assigned to a qualified or practicing lawyer.

Notification of changes to exhibition staff must be sent via email, to andrew.webster-dunn@int-bar.org, no later than 21 working days prior to the commencement of the conference. No additional badges will be issued at the event.

Complimentary delegate registration process

Once the invoice relating to the chosen exhibitor/sponsorship package is paid in full, an email will be sent to the sponsor to enable the registration of their complimentary delegate pass and exhibitor passes.

IBA best practices policy for attendees, exhibitors & sponsors

IBA provides opportunities for sponsors to have direct exposure to conference attendees during the sponsored conference defined in this document. All conference sponsors are expected to abide by the following policy: (1) conference sponsors will not detract from any other company's investment by competing with the sponsored event, e.g., the hosting of an event at the same time as an IBA sponsored event; (2) conference sponsors will not interfere with another sponsor's or exhibitor's communication with an attendee communication, either directly or indirectly, e.g., the distribution of brochures or other collateral outside of a designated area/exhibit booth. These and other similar actions will be considered unacceptable and will be prohibited except with the explicit written permission of IBA. All attendees, regardless of whether they sponsor, exhibit or network at an event, are subject to the guidelines of this policy. Attendance at the conference signifies agreement to this policy and subsequent consequences if violated.