

GAS UTILISATION



SPONSOR & EXHIBITOR PACKAGES

TUESDAY 16 APRIL 2024

National Conference Centre
Coventry Road, Bickenhill, Solihull,
West Midlands, B92 0EJ

Learn more at
IGEM.ORG.UK/GU2024

Organised by



Supported by



SPONSOR PACKAGE*

£3,000^{+VAT}

Pre-event

- Inclusion in the list of sponsors that appears on the event details page of our website, plus a hyperlink to your own company website
- Inclusion of your company logo or name in a selection of pre-event marketing materials including: the official event flyer, press releases and adverts issued to trade press or published within our journal, Gas International (Gi)
- Mention of your company within pre-event email campaigns plus our regular newsletter (Flame)
- Mention of your company on IGEM's social media channels

At the event

- A vote of thanks included within the opening address of the conference
- Your company logo on the holding slides used between each speaker's presentation
- Your company logo included on the event programme
- A 3m x 2m exhibition space
- A second vote of thanks included within the closing remarks of the conference

Post-event

- Inclusion of your company name within the event review published in *Gi*

EXHIBITOR PACKAGE

IGEM Members £885^{+VAT}
Non-members £1,060^{+VAT}

- Inclusion in the list of exhibitors that appears on the event details page of our website with a hyperlink to your company homepage
- Mention of your company within pre-event email campaigns plus our regular eNewsletter (Flame)
- Your company logo on the holding slides used during the refreshment and lunch breaks
- A 3m x 2m exhibition space
- A copy of the delegate list issued two weeks in advance of the event

SECURING YOUR PLACE

To reserve a sponsor or exhibitor package simply complete the booking form and return it to events@igem.org.uk as soon as possible. If you'd like more information about the conference please call the events team on **+44 (0)1509 678150**.

**Maximum of 3 sponsor places*

GAS UTILISATION CONFERENCE SPONSOR AND EXHIBITOR BOOKING FORM

Company name

Please provide your company name as you wish it to appear in marketing materials

Address

Postcode

Contact name

Job title

Telephone

Email

I would like to purchase the sponsorship package

£3000 + VAT

or

I would like to purchase the exhibitor space package

Company Member rate £885+VAT

Non-member rate £1060+VAT

Please tick

I would like to pay by

Please tick

Debit/Credit card

A member of the Finance team will contact you to take payment

Invoice

Please enter a purchase order number in the box below

Purchase order number

TERMS AND CONDITIONS

Securing a sponsor or exhibitor package

Organisations are required to complete the sponsor and exhibitor booking form and return it to events@igem.org.uk in order to secure a sponsor or exhibitor package. Sponsorship and exhibition opportunities are allocated on a first come, first served basis.

Payment

On receipt of a completed sponsor and exhibitor booking form IGEM will issue an invoice and payment should be made in accordance with the terms thereon. If the chosen event is scheduled to take place within 30 days of the booking then full payment will be required at the time of booking.

Cancellation

Organisations wishing to cancel a sponsorship or exhibitor booking must do so in writing. IGEM will confirm receipt of the cancellation in writing. The following charges for cancellation will apply: a) 50% of the total cost if cancelled less than 8 weeks prior to the event; b) 100% of the total cost if cancelled less than 4 weeks prior to the event.

Fulfilment of promotional opportunities

An organisation's inclusion in the marketing and promotional opportunities outlined within the relevant sponsor or exhibitor package is subject to submission of the required information and or files on or before the deadline provided by IGEM.

Exhibition Space

Each exhibition space is 3m wide by 2m deep unless otherwise stated. Exhibitors must abide by the set-up and breakdown times as stated by IGEM. Exhibition stands should be managed during all refreshment breaks including lunch. Under no circumstances can a stand be broken down until after the close of the event, unless advised otherwise by IGEM.

Liabilities

Whilst IGEM shall endeavour to protect property at the conference, IGEM and the management of the venue cannot accept liability for loss or damage sustained, occasioned by any cause whatsoever.

Insurance

Sponsors and exhibitors are responsible for arranging appropriate insurance cover in connection with their attendance at the conference.

Fire and safety

Sponsors and exhibitors must comply with any reasonable instructions given by any authority regarding fire precautions and safety.

Amendments

IGEM reserves the right to make amendments to the conference programme, venue and timings at any time. Should the event be cancelled by IGEM for any reason, a full refund will be made. Liability will be limited to the amount of the fee paid by the sponsor or exhibitor. Whilst IGEM makes every attempt to secure a high level of attendance, no guarantee of delegate numbers can be given and no discounts or refunds are available if delegate numbers do not reach projected levels.

Information and copyright

Information supplied by IGEM in relation to its event is accurate to the best of its knowledge and belief, but shall not constitute any warranty or representation. Any inaccuracy, mistakes or omission in such information shall not entitle the sponsor or exhibitor to cancel his/her contract. All information and data relating to the event is the copyright of IGEM and cannot be passed on to any third party for any purpose. Lists and information relating to participants may only be used in relation to the sponsor's or exhibitor's presence at the event.