

# SPONSORSHIP APPLICATION & CONTRACT

Please review and complete pages 1 and 2 of this application/contract.



**NOVEMBER 2019**  
Gaylord Texan Resort and Convention  
Center // Dallas, Texas

## AGREEMENT

This agreement, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, is between The National Association of Independent Life Brokerage Agencies (NAILBA) and the sponsoring firm identified below. Please print official company name and name of one key contact person below to be addressed in correspondence and/or telephone calls from NAILBA related to this promotional program.

Company \_\_\_\_\_

CEO \_\_\_\_\_

Key Contact Name \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_ Zip \_\_\_\_\_

Direct Phone \_\_\_\_\_ Fax \_\_\_\_\_

Mobile \_\_\_\_\_

E-mail \_\_\_\_\_

Website \_\_\_\_\_

Returning sponsors - please check if new address

Please provide contact information for a second contact who will be involved in promotional or PR decisions related to your participation in NAILBA events.

Marketing Contact Name \_\_\_\_\_

Title \_\_\_\_\_

E-Mail \_\_\_\_\_

Direct Phone \_\_\_\_\_ Mobile \_\_\_\_\_

### Sponsor Acceptance

I, the duly authorized representative of the undersigned organization, on behalf of said organization, subscribe and agree to all terms, conditions, authorizations and covenants contained in this contract.

Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_

### NAILBA Confirmation

Authorized Signature \_\_\_\_\_

Date \_\_\_\_\_

## Sponsorship Selection

Sponsorship \_\_\_\_\_ \$ \_\_\_\_\_

Sponsorship \_\_\_\_\_ \$ \_\_\_\_\_

Sponsorship \_\_\_\_\_ \$ \_\_\_\_\_

as defined in NAILBA sponsorship offerings.

## Payment

### Deposit Due with Contract

Total Amount \_\_\_\_\_ X 0.25 = \$ \_\_\_\_\_

**Deposit: due on or before March 15, 2019**

Total Amount \_\_\_\_\_ X 0.50 = \$ \_\_\_\_\_

**Final Payment: due on or before July 12, 2019**

Total Amount \_\_\_\_\_ X 0.25 = \$ \_\_\_\_\_

Pay full amount due with contract \$ \_\_\_\_\_

Pay deposit now, and charge my credit card on the due dates noted above for the remaining payments.

## Payment Instructions

Please return both pages of completed sponsorship contract, including payment information, by one of the following ways:

### For credit card payments:

Fax 703.383.6942 E-mail sales@nailba.org

### For payment by check:

Mail NAILBA  
11325 Random Hills Road, Suite 110  
Fairfax, VA 22030

## Payment Information

**Check** (payable to NAILBA) Check No. \_\_\_\_\_

**Credit Card**  VISA  MasterCard  American Express

Check box if you would like remaining payments to be charged to credit card provided below on the scheduled due date.

Credit Card No. \_\_\_\_\_

Exp. Date \_\_\_\_\_ CSC Code \_\_\_\_\_

Name \_\_\_\_\_  
(as it appears on card - please print)

Signature \_\_\_\_\_

## Sponsoring Company Description and Artwork for Program

Please e-mail a full-color EPS vector file (with fonts outlined) AND a full-color, high-resolution (minimum 300 DPI) JPEG file of your company's logo to [etoups@nailba.org](mailto:etoups@nailba.org) with this contract and your deposit payment. Promotion of your sponsorship will not begin without logo and payment.

For inclusion in the Program, please submit a (maximum) 500 character description of your company. **New artwork and description must be sent annually - NAILBA will not reuse old information or previous art files!** NAILBA reserves the right to edit content submitted for typos, length and objectivity. This description is intended as an attendee resource, not an advertisement.

## SPONSORSHIP TERMS & CONDITIONS

### PAYMENT TERMS

Sponsorships may be paid for in installments, according to the following schedule: 25% deposit of the total sponsorship is due with the submission of this sponsorship contract; another 50% deposit of the total sponsorship will be due on or before March 15, 2019; final payment or final 25% of the total sponsorship will be due on or before July 12, 2019.

### CANCELLATION POLICY

#### **FINAL PAYMENT FOR SPONSORSHIPS IS DUE ON OR BEFORE JULY 12, 2019.**

Failure to pay balance of fees by due date shall be considered a material breach of the agreement and may result in cancellation of sponsorship. Upon such breach, sponsor shall forfeit deposits paid and NAILBA reserves the right to resell forfeited sponsorship to another company.

Requests for cancellation and refunds must be made in writing. NAILBA will retain 25% of the total contracted sponsorship amount for cancellation requests received after January 25, 2019 and before March 15, 2019. NAILBA will retain 50% of the total contracted sponsorship amount for cancellation requests received after March 15, 2019 and before July 12, 2019. NAILBA will retain the full sponsorship amount for any cancellation requests received after July 12, 2019. The total fee for sponsorship is non-refundable after July 12, 2019, and should a balance remain, the sponsor will be obligated to pay the full balance of the sponsorship contracted. NAILBA shall not be liable for any interest on any amount refunded. Late payments may result in forfeiture of sponsorship.

### BADGE/ADMITTANCE

Admission to the event will be by official NAILBA registration badges only, which must be worn at all times. Badges are nontransferable and must be worn by the person whose name is on the badge. Sponsoring companies receive one (1) complimentary registration for any purchase up to \$10,000 in sponsorship dollars, and an additional registration for each additional \$10,000 increment. Registration information and instructions are available under separate cover several months prior to the event.

### PHOTOGRAPHY / VIDEOTAPING

Photography and videotaping are prohibited without the written permission of NAILBA.

### NAILBA RULES/REGULATIONS

NAILBA will not be bound to any verbal agreements, representations, or statements between sponsors, staff, and/or any other parties unless confirmed and signed in writing by the Show Managers (NAILBA).

### OFFICIAL SPONSOR REPRESENTATIVE

By signing this contract, incorporating these terms by reference, the sponsor agrees to abide by these rules and regulations, and by the decisions of NAILBA. This contract will also become binding on both the Sponsor and the Association upon its acceptance by the Association or Show Managers.

### NAILBA EVENT DISCLAIMER

The NAILBA Event is open to all business entities that provide goods and services to NAILBA member agencies and meeting the criteria established by the Board. NAILBA does not endorse nor evaluate the products or services of the Show sponsors, unless part of an authorized NAILBA partner program. Therefore, the fact that a business entity sponsors at a NAILBA Event should not be considered as an endorsement by NAILBA of the products or services of that sponsor.

### INDEMNIFICATION

Sponsor hereby agrees to indemnify, save and hold harmless NAILBA and its subsidiaries, affiliates, related entities, partners, agents, officers, directors, employees, attorneys, heirs, successors, Hargrove, the Hotel and assigns, and each of them, from and against any and all claims, actions, demands, losses, damages, judgments, settlements, costs and expenses (including reasonable attorneys' fees and expenses), and liabilities of every kind and character whatsoever, which may arise by reason of: (i) any act or omission by Sponsor or any of its officers, directors, employees, or agents; (ii) any use of Sponsor's name, logo, Web site, or other information, materials, products, or services provided by Sponsor; and/or (iii) the inaccuracy or breach of any of the covenants, representations and warranties made by Sponsor in this Agreement. This indemnity shall require the payment of costs and expenses by Sponsor as they occur. NAILBA shall promptly notify Sponsor upon receipt of any claim or legal action referenced in this Section. The provisions of this Section shall survive any termination or expiration of this Agreement.

## **PROHIBITED ACTIVITIES**

### ATTENDEE LIST

Sponsors will be issued a one-time-use pre-show and post-show list for marketing purposes which must be used within 45 days of close of event. Abuse of this one-time only rule may result in expulsion from future NAILBA events.

### HOSPITALITY SUITES

Only registered exhibitors and sponsors may host hospitality suites during the NAILBA Annual Meeting. Suites shall not compete or coincide with any NAILBA event and must be closed during scheduled official functions of NAILBA during the meeting dates. Neither shall exhibitors and sponsors host, support, or participate in any other event competing or coinciding with the NAILBA 38 Annual Meeting Program in November 2019.

### COMPANY/VENDOR SPONSORED EVENTS

Company/vendor sponsored events that take place Thursday evening can not begin before 7:30 pm, following the Opening Reception.

To ensure guests are drinking responsibly, the use of a hotel/ licensed bartender is strongly encouraged when hosting a hospitality suite, or other event where alcohol is served.

**Signature of Sponsor Representative, indicating acknowledgement and acceptance of these Terms and Conditions.**

\_\_\_\_\_  
DATE:



NOVEMBER 2019 / DALLAS, TX