



UCDA
 501 Moss Street, PO BOX 792507
 New Orleans, LA 70119
 615-459-4559
 info@ucda.com

EXHIBITOR/SPONSOR APPLICATION (Page 1 of 3)

PLEASE SELECT:

- DESIGN CONFERENCE PRESENTING SPONSOR**
\$ _____

- DESIGN AWARDS PRESENTING SPONSOR**
\$ _____

- GOLD SPONSOR \$5,000**
- SILVER SPONSOR \$4,000**
- BRONZE SPONSOR \$3,000**

- IN-KIND DONOR \$3,000 +**
\$ _____
- IN-KIND DONOR up to \$3,000**
\$ _____

- EXPO EXHIBITOR \$1,200**

- SWAG BAG \$250**
Insert for Swag Bag (up to 3 pc.)
(physical or digital)

- UCDA FOUNDATION ADD-ON**
 Make your sponsorship dollars go even farther. Add any amount to be donated to the UCDA Foundation. Donations to the UCDA Foundation are tax deductible.
 \$ _____

CONTACT INFORMATION

The name of the individual who is to receive future exhibitor correspondence from UCDA.

NAME/TITLE _____

COMPANY _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____ COUNTRY _____

PHONE _____ FAX _____ EMAIL ADDRESS _____

WEB SITE ADDRESS/URL _____

CONFERENCE PASS REGISTRATION

- Same as above

NAME/TITLE _____

STREET ADDRESS _____

CITY _____ STATE _____ ZIP _____ COUNTRY _____

PHONE _____ EMAIL ADDRESS _____

OTHER CONFERENCE PASS REGISTRATION(S)

NAME/TITLE _____

NAME/TITLE _____

Payment Information

- Check enclosed (in US dollars payable to UCDA) in the amount of \$ _____
- Charge my credit card MasterCard VISA American Express Discover
the following amount \$ _____

CARD NUMBER _____ EXP. DATE _____

SIGNATURE _____ V-CODE _____

Please send this form with your payment to:

UCDA Home Office
 Attn: Design Conference
 501 Moss Street, PO BOX 792507, New Orleans, LA, 70119

Applications may also be scanned and emailed to info@ucda.com. Subject: Design Conference Sponsor.
 Payments may also be taken over the phone: 615-459-4559.



EXHIBITOR/SPONSOR APPLICATION (Page 2 of 3)

UCDA Design Conference Sponsor Agreement

This agreement is between the **University & College Designers Association** and **Exhibitor/Sponsor** (listed below). This agreement provides the terms and conditions for sponsors of the UCDA Design Conference held _____(Date)

CONTACT INFORMATION

The name of the individual who is to receive future exhibitor correspondence from UCDA.

NAME/TITLE

COMPANY

STREET ADDRESS

CITY

STATE

ZIP

COUNTRY

PHONE

FAX

EMAIL ADDRESS

WEB SITE ADDRESS/URL

DESCRIPTION OF BENEFITS AND SPONSOR OBLIGATIONS (SEE SPONSOR BENEFITS PAGE FOR FULL DETAILS)

Complimentary Registration

- Gold sponsors will receive up to two (2) complimentary Conference Passes.
- Silver and Bronze sponsors will receive one (1) complimentary Conference Pass.
- In-Kind Sponsors will receive one (1) discounted conference pass.
- Exhibitors will receive one (1) complimentary Conference Pass.

Expo Exhibit Space

- All Gold, Silver, and Bronze sponsors are entitled to a dedicated physical exhibit booth as well as a dedicated virtual exhibit booth (page) on the UCDA Sponsors website page.
- Exhibitors are entitled to a dedicated physical exhibit booth as well as a dedicated virtual exhibit booth (page) on the UCDA Sponsors website page.

Branding Exposure and Recognition

- All exhibitors/sponsors will be able to have a single Swag Bag insert (physical and/or digital).
- All exhibitors/sponsors will receive brand recognition on conference event page on website.
- All exhibitors/sponsors will receive brand recognition thru Email Campaigns before, during, and after the conference.
- All exhibitors/sponsors will receive brand recognition on UCDA Social Media Channels before, during, and after Conference.
- Gold, Silver, Bronze and In-Kind Donors \$3000 and over will receive verbal and visual main stage brand recognition during the conference.
- Gold and Silver sponsors will receive one (1) one-year corporate membership to UCDA.
- Gold sponsors may display a pop-up banner during the conference. UCDA must receive a visual proof of banner prior for approval.



EXHIBITOR/SPONSOR APPLICATION (Page 3 of 3)

Sponsors agree to:

Submit their company logo in high resolution AI or EPS format within 7 days of signing agreement.

Provide a link from their website to the UCDA conference website page and will promote the conference with their clients.

Pay their full sponsorship balance within 14 days of signing this agreement.

Sponsorship fees are non-refundable with the exception of unforeseen circumstances that force a cancellation of the entire event.

CODE OF CONDUCT

Please see UCDA's Code of Conduct and Anti-Harassment Policy, including our Statement of Inclusiveness at www.ucda.com/code-of-conduct. We expect conference participants to follow these rules at program venues and program-related social events, along with the COVID-19 Code of Conduct.

COVID-19 SAFETY PROTOCOLS

UCDA is always focused on ensuring a safe and productive conference. The CDC guidelines encourage event organizers like UCDA to follow state and local regulations on gatherings. Although there are no current plans in place, UCDA will continually monitor and make adjustments to the conference plan as needed. That *may* include additional safety and cleaning measures, social distancing, and/or the wearing of facial coverings. UCDA will work to implement this guidance, adjusting to meet the unique needs and circumstances of the local community.

Indemnification

Both UCDA and Sponsor (the "Indemnifying Party") shall indemnify the other party (the "Indemnified Party") against and save each other harmless from any and all suits, proceedings at law or in equity, claims, liabilities, damages, costs, payments and expenses, including reasonable attorney's fees, asserted against or incurred by the Indemnified Party, arising out of or in connection with the negligence or willful misconduct of the Indemnifying Party in the performance of this Agreement including, but not limited to, any claim for damages to property or injuries to persons, to the extent that such damages or injuries shall have been caused by, or shall have resulted from the willful or negligent acts or omissions of the Indemnifying Party, or its employees or agents.

Complete agreement. This Agreement contains the entire understanding between the parties with respect to the conference sponsorship benefits and obligations and supersedes all prior oral and written understandings, arrangements, and agreements between the parties.

SPONSOR SIGNATURE

DATE

UCDA SIGNATURE

DATE