|  |
| --- |
|  |
| **Sponsor Application Form** |  |
| **■ Sponsor Information** ※ Please provide the correct information. This information shall be used for any printed / online promotional materials. |
| **Company Name** |  |
| **Address** |  |
| **Website** |  |
| **■ Person in Charge for Sponsorship** ※ All contact regarding the sponsorship will be made to the person in charge. |
| **First Name** |  | **Last Name** |  |
| **Department** |  | **Position** |  |
| **Tel** |  | **Mobile** |  |
| **E-mail** |  |
| **■ Invoice address** ※ Please fill out the information below accurately. |
| **Invoice address** | * same address – see above
 |
| * please use the following address:

  |
| **PO Number** |  | **VAT Number** |  |
| **■ Sponsorship Package** ※ Please refer to the relevant pages in ‘Partnership Opportunities’ for sponsorship benefits and payment details.  |
| **Star** | **75,000 USD** | □ |
| **Diamond** | **55,000 USD** | □ |
| **Platinum** | **40,000 USD** | □ |
| **Gold** | **25,000 USD** | □ |
| **Silver** | **15,000 USD** | □ |
| **Bronze** | **7,500 USD** | □ |
| **Our company pledges to comply with the ‘Terms & Conditions for Sponsors and Exhibitors’ and submits the Sponsor Application Form as stated above.**※ This Sponsor Application contract has the same effect as the original even if received by e-mail. |
|  |  | / /202 |
| Name of Company Representative | Signature and Company Seal | Date |
| **Contact for the Cytokines 2024 & KAI 2024 Sponsorship****Korean Association of Immunologists (KAI) secretariat (Ms. Juyeon Kim)****Tel: +82** **2-2038-8555 │Mobile : +82-** **10-2880-0729****E-mail:** **kai@kaimm.org** |

****

**Terms & Conditions for Sponsors and Exhibitors**

**Article 1 (Definition of Terms)**

A) “Sponsor” refers to a company or group that has completed the Sponsor Application Form and paid the sponsorship fee for Cytokines 2024 & KAI 2024.

B) “Organizer” refers to the Cytokines 2024 & KAI 2024 Organizing Committee.

**Article 2 (Sponsor Application and Contract)**

A) Applications for sponsorship packages and exhibit space must be made on the relevant forms provided in this prospectus before March 31, 2024. Applications received after this date will be processed subject to availability.

B) The contract is established upon the Sponsor submitting the form and paying the deposit payment of sponsorship fee.

**Article 3 (Exhibit Booth Space Assignments)**

A) The Organizer, at its discretion, shall determine the booth location of each Exhibitor, taking into consideration the chronological order that the sponsorship fee was paid, the size of the participation and other reasonable factors.

B) The Organizer reserves the right to change the exhibition booth space and location assigned to an Exhibitor before the exhibition preparation period. Such changes could be decided due to issues concerning the operation of the event and shall be implemented under agreement with the Exhibitor.

C) The Exhibitor shall not assign or sublet any space allocated to them without the duly signed consent of the Organizer.

**Article 4 (Exhibition and Promotional Activities)**

A) The Exhibitor shall exhibit only the items that are stated in the contract. The Organizer, at its discretion, shall have the right to prohibit any exhibit or part of an exhibit, which in its opinion, is not suitable to or in keeping with the character, or purpose of the exhibition. Exhibitors are not permitted to sell products at the show, unless with the duly signed consent of the Organizer.

B) The Exhibitor must consult and confirm with the Organizer when planning demonstrations and exhibits that could be a potential safety hazard.

C) The Exhibitor must confine all demonstrations and exhibits to the contracted space and shall not use other spaces, unless with the duly signed consent of the Organizer.

D) Any action by the Exhibitor that could cause damage or permanent changes to the exhibition facilities, such as painting the floor, pillars, or walls of the exhibition hall, is not permitted.

E) The Exhibitor must uphold the COEX exhibition venue regulations regarding the details of setting up and maintaining the exhibit booth.

F) Failure to comply with the above regulations or behavior that is disruptive to neighboring exhibitors will grant to the Organizer the right to remove the Exhibitor from the exhibition without recourse for any reason.

**Article 5 (Payment of Sponsorship Fee)**

A) Sponsorship fee must be paid in full to the designated bank account by July 31, 2024.

B) Should the Exhibitor reject the full or partial use of the exhibit booth or fail to pay the sponsorship fee in full by the deadline, the Organizer shall have the right to annul the sponsorship application without refunding the sum that has already been paid.

**Article 6 (Cancellation or Changes to Exhibition)**

The Organizer reserves the right to change the date and venue of the exhibition when circumstances require such changes. In case of the Organizer cancelling the exhibition, the participation fee will be refunded. However, the Exhibitor cannot request for compensation in cases of changes to date and venue, reductions, or cancellation of the exhibition by the Organizer due to force majeure events such as national crises or natural disasters.

**Article 7 (Set-Up/Dismantling of Booths)**

A) The Exhibitor shall restore the assigned booth space to its initial condition after the exhibition and shall complete the set-up and dismantling of the booths within the schedule set by the Organizer.

B) The Exhibitor shall compensate the Organizer for any loss incurred by delays in the set-up or dismantling of the booth or for damage to the exhibition facilities that it has caused.

C) The standard exhibit booth shall be set up and dismantled by the contractor designated by the Organizer.

**Article 8 (Provision of Information to the Organizer)**

The Exhibitor shall provide the Organizer with the necessary information regarding its exhibits and exhibit set-up to verify that the furnishing and promotional activities within the booth are in keeping with the regulations. The Exhibitor shall also provide information needed for promoting Cytokines 2024 & KAI 2024.

**Article 9 (Insurance, Security and Safety)**

A) It is strongly recommended that the Exhibitor be fully insured against all risks, including the theft, damage or disappearance of any goods, materials or fittings exhibited for whatever reason not only during the exhibition but also during the booth set-up and dismantling.

B) The Exhibitor assumes all final responsibility for their exhibit booth including theft, damage, and loss of property.

**Article 10 (Regulation on Fire Prevention)**

The Exhibitor shall, in accordance with the national fire code, fireproof all materials used for the exhibit booth. The Organizer shall have the right to require the Exhibitor to take necessary action regarding fire prevention and the Exhibitor shall comply.

**Article 11 (Additional Regulations)**

The Organizer reserves the right to establish any additions and amendments to participation regulations if needed and the Exhibitor shall comply with all regulations. The Exhibitor shall also comply with the COEX exhibition venue regulations.

**Article 12 (Dispute Settlement)**

All disputes between the Organizer and the Exhibitor arising out of or in connection with this Agreement, as well as the rights and obligations of both parties concerned shall be submitted finally to the arbitration of the Korean Commercial Arbitration Board or to the jurisdiction of the courts of the Committee’s country. The decision of the Korean Commercial Arbitration Board shall be final and binding on both parties concerned.