

GALA 2019 SPONSOR PARTICIPATION AGREEMENT

General

1. Parties to the Agreement

This Sponsor Participation Agreement is between **SPONSOR** and Globalization and Localization Association, hereinafter referred to as "GALA."

2. Contract

The following provisions, plus any additions and amendments thereto comprise a legally binding contract between Sponsor and GALA relating to Sponsor's participation in the GALA 2019 Conference ("Event") to be held 24-27 March 2019 in Munich, Germany.

Sponsorship Terms

1. Sponsorship Package

Sponsor hereby agrees to remit payment for the selected sponsorship for the GALA 2019 Conference in Munich, Germany, from 24-27 March 2019.

2. Hospitality Events and Catering

Any sponsored event, function, or meeting must be scheduled in advance through GALA event management and must not conflict with the conference schedule. Please check with GALA regarding hotel requirements for the provision of outside food or beverages.

3. Company Logo and Information

GALA is hereby authorized by Sponsor to use Sponsor's company logo, branding, and photographs taken by GALA's photographer(s) during the event for the purposes of GALA conference publicity, related marketing material, and GALA's publications and websites.

4. Indemnification, Hold Harmless

Sponsor hereby agrees to defend, indemnify, hold harmless, and release GALA, any co-sponsor, exhibitor, venue provider, and/or any of their directors, officers, and employees from and against all claims, actions, causes of action, or liabilities, including reasonable attorneys' fees, arising out of or resulting from any act undertaken or committed by Sponsor pursuant to the performance of its obligations under this Agreement.

Payment and Cancellation Policies

1. Payment

Once GALA has been notified of Sponsor's intent to purchase sponsorship, GALA will send confirmation of participation and an invoice, requesting the Sponsor to pay the invoice in full by no later than 30 days following the invoice date. GALA reserves the right to cancel any sponsorship for which an invoice remains unpaid for more than 30 days after the invoice date. No Sponsor will be listed as a Sponsor on the conference website until **both** a duly executed Sponsor Participation Agreement AND sponsorship payment have been received by GALA.

2. Cancellation by Sponsor

Cancellations must be received in writing by GALA and may be emailed to events@gala-global.org. The date upon which the notice of cancellation is postmarked shall apply as the official date of cancellation. GALA shall promptly acknowledge all notices of cancellation by email. In consideration of expenses incurred by GALA and GALA's lost or deferred opportunity to provide sponsorship to others, GALA will adhere to the following refund schedule:

- A. Sponsorships for attendee collateral (e.g. conference bags, notepads, etc.) and Supporting-level sponsorships are non-refundable.
- B. If the Sponsor cancels its sponsorship between the time of application and 31 December 2018 the Sponsor will forfeit 50% of the total price of the cancelled sponsorship package.
- C. If the Sponsor cancels its sponsorship between the time of 01 January and 31 January 2019 the Sponsor will forfeit 75% of the total price of the cancelled sponsorship package.
- D. If the Sponsor cancels its sponsorship after 31 January 2019, the Sponsor will forfeit 100% of the total price of the cancelled sponsorship package. No refunds will be processed after 31 January 2019.
- E. If the Sponsor cancels after 31 January 2019 with an outstanding balance due, the Sponsor remains responsible for the entire balance due. Sponsor will not be permitted to participate in future GALA events until all outstanding balances are collected.

3. Cancellation or Termination by GALA

If for any reason beyond its reasonable control, including but not limited to fire, windstorm, earthquake, volcano, labor disturbance or strike, civil disruption, acts of terrorism or any force majeure, GALA shall determine that the conference or any part may not be held, GALA may cancel the conference or any part thereof. In such event, GALA shall determine and refund to the Sponsor its proportionate share of the balance of the Sponsor fees received which remains after deducting related expenses incurred by GALA.

Agreement to Terms, Conditions and Rules

Sponsor agrees to observe and abide by the foregoing terms and conditions. This agreement represents the complete agreement between Sponsor and GALA. Any amendment to this agreement must be in writing and signed by Sponsor and GALA.

When a company representative completes the sponsorship registration form online, they are affirming that they agree to this participation agreement.