



2101 Wilson Boulevard, Suite 700, Arlington, VA 22201-3060 • (703) 522-1820 • NTSA.org

**EXHIBITOR/SPONSOR INFORMATION** (To be completed by applicant. Please type or print legibly.)

Organization Name			
Point of Contact <small>(for fees &amp; fulfillment questions)</small>		Title	
Street Address		City	State
Phone		Ext.	E-mail
Onsite Conference Contact(s)		Phone	
I consent to receiving marketing emails from NDIA and Affiliates. I can always update my specific preferences and unsubscribe at any time. To read NDIA & Affiliates' private policy, go to: <a href="https://www.ndia.org/privacy-statement">NDIA.org/privacy-statement</a>			Yes No

BEFORE SIGNING THIS CONTRACT, PLEASE REFER TO PAGE 2 FOR CONTRACT SPECIFIC GUIDELINES.

**TABLETOP EXHIBIT | \$750**

**Benefits include:** One 6ft draped table, Two chairs, One complimentary conference registration, Company logo on event website, Company logo in program.

**RECEPTION (2 AVAILABLE) | \$2,500**

**Benefits include:** Podium recognition during opening session, Company name in the registration confirmation email with reminder about your company hosting the reception, One complimentary conference registration with a discount on a second registration, One tabletop display, Company logo on event website, Company logo in program, Company logo on event signage at the on-site reception area, Sponsor ribbon on company conference badges.

**LANYARDS (EXCLUSIVE) | \$1,000**

**Benefits include:** One complimentary conference registration, Company logo on on-site event signage, Company logo on event website, Company logo in program, Promotional items distributed to conference attendees at registration (sponsor provides up to 100 lanyards or additional cost to order through NTSA), Sponsor ribbon on company conference badges.

**Logo specifications:**

Please email a full color, 300 dpi or better image, preferably in EPS format. PNG, JPG, and TIF logos will be accepted if an EPS is unavailable.

**CANCELLATION POLICY**

If the exhibitor or sponsor desires to cancel part or all of the contractual exhibit/sponsorship, they must do so in writing to [hgalier@NTSA.org](mailto:hgalier@NTSA.org) and be obligated to pay NTSA liquidated damages as follows: Exhibitor/Sponsor will be responsible for 100% of the total exhibit/sponsorship fee.

**PAYMENT INFORMATION**

Payment in full must be received along with the signed contract to guarantee sponsorship. Purchase Orders are not accepted. All payments are due upon receipt.

Check (payable to NTSA)      VISA      MasterCard      American Express

Credit Card Number	Exp. Date	CSV
Printed Name	Signature	

**SIGNATURE** *The undersigned agrees to abide by the terms and conditions for sponsoring set forth in this agreement. Please see page 2 for specific terms and conditions.*

Authorized Signature	Date
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# NTSA EXHIBIT & SPONSORSHIP

## EXHIBIT & SPONSORSHIP TERMS & AGREEMENTS

Terms and conditions of Agreement between two parties, National Training & Simulation Association (NTSA) on behalf of the M&S Leadership Summit and Exhibiting/Sponsoring Company (Exhibitor/Sponsor), are as follows:

Exhibitor/Sponsor understands that NTSA, its members or affiliates are not endorsing products or services of Exhibitor/Sponsor. All advertising and publicity materials developed by Exhibitor/Sponsor, reflecting sponsorship of the M&S Leadership Summit, must be expressly approved in writing by NTSA. Exhibitor/Sponsor agrees to indemnify NTSA from any and all costs, liabilities, losses, or expenses that NTSA may result of Exhibitor/Sponsors advertising, activities, or material provided in connection with the sponsored activity.

In the event of any breach of this agreement by NTSA, Exhibitor/Sponsor shall be entitled to no special, incidental, indirect, consequential, punitive, or similar damages or lost profits. NTSA maximum liability to Exhibitor/Sponsor for any reason and for any claim asserted under any circumstances related to this sponsorship agreement shall be strictly limited to NTSA refunding the sponsorship fee.

NTSA owns all rights to NTSA and all its program aspects. Exhibitor/Sponsor shall have the right to use NTSA-M&S Leadership Summit trademarks or logos for the limited purpose of advertising and promoting the sponsored activity, subject to NTSA prior written approval of such use.

The Parties agree to maintain in confidence the terms and conditions of this Agreement, except insofar as any proposed disclosure of these terms is approved by the other Party in advance, or is limited to NTSA leadership on a need to know basis.

This Agreement does not constitute or create a partnership, joint venture, or agency relationship between NTSA, M&S Leadership Summit, and Exhibitor/Sponsor. This Agreement may not be assigned by either party without the express written consent of the other party.

By entering into this Agreement, signatory certifies that he/she is authorized to sign on behalf of Exhibitor/Sponsor, and to bind Exhibitor/Sponsor to the terms and conditions herein stated. This Agreement is not binding until signed by both parties, an authorized representative from NTSA and Exhibitor/Sponsor, and NTSA has received full payment.

### Cancellation

Please understand that NTSA is relying on your agreement as a sponsor of the M&S Leadership Summit and that benefits begin upon ratification of agreement. For this reason, there will be no cancellations or refunds for exhibits or sponsorships within 30 days of start of program.

\_\_\_\_\_  
Authorized Signature (Exhibiting/Sponsoring Company)

\_\_\_\_\_  
Date

\_\_\_\_\_  
NTSA Signature

\_\_\_\_\_  
Date

### RETURN SIGNED CONTRACT:

**Holly Gallier**

*Coordinator, Operations*

hgallier@NTSA.org

(703) 247-2569