



Any Learning and Teaching Spaces Managers Group (LTSMG) Sponsorship Agreement is subject to the following terms and conditions.

## 1. General

1.1 Learning and Teaching Spaces Managers Group (LTSMG) ("us", "we") will contract with a Sponsor ("you", "your", "Sponsor") for annual sponsorship of any Learning and Teaching Spaces Managers Group (LTSMG).

1.2 Your acceptance of the Agreement, whether in writing or by conduct of agreeing to sponsor, signifies agreement with, and acceptance of, these Conditions in their entirety.

## 2 TERM

2.1 This Agreement shall commence on the Commencement Date and, unless terminated earlier in accordance with this Agreement, shall continue for the remainder of the Term, when it shall terminate automatically without notice.

2.2 The Term of Agreement is for 12months.

## 3 SPONSORSHIP FEE

3.1 The Sponsorship Fee shall be paid by the Sponsor within 30 days from the date of the invoice issued to the Sponsor by Learning and Teaching Spaces Managers Group (LTSMG).

3.2 In the event of late payment, Learning and Teaching Spaces Managers Group (LTSMG) reserves the right to cancel the agreement of sponsorship

## 4 OBLIGATIONS OF THE SPONSOR

4.1 The Sponsor shall pay Learning and Teaching Spaces Managers Group (LTSMG) the Sponsorship Fee as outlined in clause 3.1.

4.2 The Sponsor shall provide such assistance as is reasonably required by Learning and Teaching Spaces Managers Group (LTSMG) to enable it to meet its obligations under this Agreement.

4.3 The Sponsor will comply fully with the terms of this Agreement.

## 5 OBLIGATIONS OF Learning and Teaching Spaces Managers Group (LTSMG)

5.1 In performing any of the Activities, its duties, or obligations in connection with this contract, Learning and Teaching Spaces Managers Group (LTSMG) shall use reasonable endeavours to:

5.1.1 You will receive all the sponsor branding for each event.

5.1.2 Where we provide delegate lists to you as part of your Order they will be subject to GDPR compliance and opt-ins, are for your reference only and for the sole purpose of furthering the event. They cannot be used for any other purpose including but not limited to, being passed on or sold to any third party at any time.

5.1.2 Learning and Teaching Spaces Managers Group (LTSMG) are responsible for all marketing, promotion, agenda and speaker management for the Event.

5.1.3 Your logos will be displayed on all agreed documentation and material created after the date of this Agreement, subject to the details being received by us.

5.1.4 Learning and Teaching Spaces Managers Group (LTSMG) will provide all listed benefits as outlined in the 2023/24 sponsor pack.

5.1.5 All sponsors are responsible for arranging their own transport costs.

## 6 CANCELLATION

6.1 In the event that the Sponsor wishes to terminate this Agreement the following cancellation charges shall apply :-

6.1.2 November 23 to December 23 (before Live Event) – 25% of the Sponsorship Fee

6.1.3 January 24 to March 24 – 50% of the Sponsorship Fee

6.1.4 2 April 24 – November 24 – 100% of the Sponsorship Fee