

NCPMI Sponsorship Rules and Application Agreement

NCPMI Sponsorship Rules

1. Sponsorship representation is limited to availability due to the number of NCPMI advertisement spaces available within the e-newsletters, on the website, and at the facilities where NCPMI events may be held. Best efforts will be made to accommodate sponsors on a first come first serve basis.
2. Sponsorship preference will be given to applicants with project management ties. If too many applicants are competing for any one of the available advertisement spots, preference will be given to applicants who can demonstrate the best value proposition to NCPMI membership in the way of products and/or services.
3. All applicants will be required to complete and submit the NCPMI Sponsorship Application Agreement.
4. All approved sponsors will provide an invoice with a description of service and/or product, any time limits for using said service or product, and the agreed upon dollar value for in-kind sponsorship payment.
5. The NCPMI Team will acknowledge receipt of applications when received by email and/or a phone call once the signed agreement (electronic copy preferred) is received by the finance team. Applicants will be invoiced no later than forty-eight (48) hours, after the acknowledgement of the receipt of the application.
6. NCPMI reserves the right to refuse an applicant for sponsorship for a legitimate reason. Final decision will be communicated to the applicant in writing no later than forty-eight (48) hours after a decision has been reached.
7. The full level sponsorship contract period may start at any time during the current year and will not be auto renewing.
8. Full payment (100%) is due within 30 days of the submission of the application form. If an application is denied, payment will not be processed.
9. The approved sponsor acknowledges that an agreement by NCPMI to market any Company's product and/or service and/or feature article advertised.
10. The approved sponsor will provide current and periodically updated: electronic graphics of logos, points of contact and website URL, social media links, hash tags, product/service discount codes, PowerPoint slides for chapter meetings and events that will be used by the chapter to support the delivery of the level of sponsorship benefits.
 - a. Contact acsponsorship@ncpmi.org for content and materials for website, newsletter and social media as well as questions about opportunities/benefits execution.
 - b. Send Annual Conference graphics to acsponsorship@ncpmi.org.

Sponsorship Payment and Cancellation:

1. All 2024 Annual Conference sponsorship payments must be made within 30 days after sponsorship is confirmed.
2. If the sponsorship is secured after July 31st, printed Annual Conference event materials may not include sponsorship branding.
3. Payment Forms Accepted: Credit Card, PayPal or a check made payable to NCPMI, in U.S. Dollars.
4. Cancellations – Refunds will be provided only if cancellation is received within 5 business days of received payment.

Note: A copy of the NCPMI Sponsorship Brochure can be obtained at <https://www.ncpmi.org>.



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NCPMI Sponsorship Application Agreement

Please carefully read the NCPMI Sponsorship Brochure and review the application form below before completing it. Both the NCPMI Sponsorship Brochure and the fully executed Sponsorship Application Form below constitute an in good faith agreement between NCPMI and the company or organization for full level sponsorship.

1. Participation Level and Fee (select one):

- Bronze \$1,000+
- Silver \$3,000+
- Gold \$5,000+
- Platinum \$10,000+

TOTAL PAYMENT: \$ _____

2. In-Kind Sponsorship:

Description of Service(s) and/or Product(s) to be considered as in-kind payment for the equivalent monetary value of sponsorship fee:

Value of In-Kind Service: \$ _____ (Invoice will be required to show equal exchange)

3. Company Contact Information:

Company Name _____

Company Web Address _____

Address _____

City _____ State _____ Zip/Postal Code _____ Country _____

Main Contact Name _____

Main Contact Title _____

Main Contact's Email _____

Telephone _____ Website: _____

Authorized Printed Name _____

Authorized Signature _____

Signature Date ____ / ____ / _____

NCPMI President Signature _____

Signature Date ____ / ____ / _____

(Signature of an authorized company representative along with the signature of the NCPMI President will constitute a binding contract between NCPMI and the company applying for the Sponsorship)

NCPMI Point of Contact _____

Email Address / Phone Number _____