



# CSFS Virtual Conference Spring 2021

Date: Friday 30<sup>th</sup> April 2021

## Sponsorship Packages

Please return booking form to: [nicola.schumacher@csofs.org](mailto:nicola.schumacher@csofs.org)

Sponsorship Level	Amount
<b>Standard Sponsorship Package</b>	<b>£500</b>
Logo on the Society's website on the main events page. To be provided in png, or jpeg format	
Logo and downloadable company brochure or flyer on the conference exhibitor page. To be provided in png, or jpeg format	
Hyperlink click through direct to your home web page from conference exhibitor page.	
Logo included in conference material. To be provided in png, or jpeg format	
Use of The Chartered Society of Forensic Sciences logo until event has finished	
Delegate pass x 1 (full access to all workstreams and recordings after the event)	

### Booking Form

Company / Organisation Details	
<b>Company Name:</b>	
<b>Company Address:</b>	
<b>Contact Name:</b>	
<b>Contact Email:</b>	
<b>Contact Phone number:</b>	

Complementary Pass – contact name	
Any other information: (PO number is required).	

*I agree to the sponsorship terms and conditions*

<b>Print Name</b> .....	<b>Signed</b> .....
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## Terms and Conditions

### General information disclaimer

The Society reserves the right to amend any sponsorship package at any time and without notice.

### Payments

To secure your booking, payment must either be received with the completed booking form or with a company purchase order. Please note that your organisation must be set up on our accounting system for bill back facilities. All invoices are payable within 30 days.

Acceptable methods of payment include credit card/debit card or bank transfer. Please note that International Bank Transfers are not permitted.

### Cancellation by the sponsor

Exhibitors wishing to cancel a booking must do so in writing to nicola.schumacher@csfos.org at the Society. Receipt of such a request will be confirmed in writing. In the event of a cancellation request, the following charges will apply:

- a) 30% of total cost if cancelled more than 4 - 6 weeks prior to first day of the conference.
- b) 60% of total cost if cancelled between 2 - 4 weeks prior to the day of the conference.
- c) The full cost of the booking is payable for cancellations less than 2 weeks prior to the day of the conference.

### Conference cancellation or postponement by The Chartered Society of Forensic Sciences

The Society do not accept any liability for losses incurred in the event of the conference being cancelled or postponed due to an unforeseen event or any other event that renders the continuation of this conference inadvisable, illegal, impracticable or impossible. An unforeseen event shall include, but shall not be limited to: an Act of God; infectious disease outbreak; service provider failures; war or apparent act of war; terrorism or apparent act of terrorism; disaster; civil disorder, disturbance, and/or riots; curtailment, suspension, and/or restriction on transportation; or any other emergency. In the event the conference is cancelled no refunds will be issued. All available funds, after cancellation expenses, will be credited towards rescheduling a future conference at a later date.

### Bankruptcy

In the event of a sponsor or exhibitor becoming bankrupt, going into liquidation, appointing an administrator or receiver, or entering into a voluntary arrangement, the full agreed amount of sponsorship will be due and payable with immediate effect.

### Alterations & Disclaimer

The Society reserves the right to make alterations to the conference programme, venue and timings at any time.

Whilst we will make every effort to secure a high level of attendance of delegates to the conference, no guarantee of delegate numbers can be given and no discounts or refunds are available if delegate numbers do not reach the projected levels.

### Responsibilities of the sponsor/exhibitor

The Sponsors and exhibitors will not imply that it has the ability to control or unduly influence decisions on the development, content, process or results of the conference. We encourage the sponsors and exhibitors to promote their sponsorship of the conference, e.g. through press releases, website etc. with guidance/support or prior agreement from the Society.

### The Chartered Society of Forensic Sciences

- Keep the sponsor/exhibitor informed of any substantial change to the conference programme as appropriate.
- Retain all decision making over the development of, participation in and the process of operating the conference.
- Ensure the sponsor's logo is featured on key promotional marketing tools and literature.
- Retain ownership and control of data/information gained as a result of the conference process.