SPONSORSHIP AGREEMENT **(Agreement)**

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| Club or Society (**Society**) |  |
| Name of Sponsor (**Sponsor**) |  |
| Venue (**Venue**) |  |
| **Sponsorship Money** | £⚫ |
| **Payment Schedule**:Amount:Frequency of Payment:Payment terms: Method of Payment: | £⚫[the beginning of each academic term][e.g. Initial payment within [7 days/ 14 days/ 30 days] of date of the Agreement. Further payments within [7 days/ 14 days/ 30 days] of date of notification by the Society that payment is due.][e.g. cheque]  |
| **Sponsorship Period**  | [UCB Guild academic year 20⚫ to 20⚫] |
| Society Obligations | [include details of agreed arrangements, for example:* ensuring attendance of ⚫ Society members at the Venue on ⚫ occasions during the Sponsorship Period
* providing a register to be signed by a representative of the Sponsor as proof of attendance at the Venue on the above occasions.
* providing to the Sponsor advance notice of additional events to be held at the Venue including numbers of Society members expected to attend
* including Sponsor logo on Society website and/or merchandise etc.]
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| Sponsor Obligations | [include details of agreed arrangements, for example:* payment of the Sponsorship Money to the Society in accordance with the Payment Schedule
* provision of access for Society members to the Venue on [specified days] at [specified times]
* ensuring the Venue is a safe environment for Society members
* ensuring that an adequate number of appropriately qualified staff is on duty at the Venue.
* ensuring that all staff are aware of the details of the sponsorship deal and are suitably briefed.]
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In relation to the above arrangement the following provisions apply:

1. Obligations of the Society
	1. Subject to clause 1.2, the Society will use its reasonable endeavours to fulfil the Society Obligations during the Sponsorship Period. For clarity, Sponsorship Money will be payable and will not be recoverable by the Sponsor (if already paid) if, despite using its reasonable endeavours, the Society does not fulfil its obligation to ensure minimum numbers of Members attend at the Venue.
	2. There may be circumstances (e.g. pre-match restrictions) where the Society is not able to attend the Venue due to other commitments. The Society will notify the Sponsor if such circumstances apply.
	3. As a matter of university policy, the distribution of leaflets or flyers is not permitted at any time on campus and so the Society will not undertake such activities for the Sponsor.
2. Obligations of the Sponsor
	1. The Sponsor will use its reasonable endeavours to fulfil the Sponsor Obligations during the Sponsorship Period.
	2. Where relevant, the Sponsor will provide any promotional materials it requires to be distributed under the Agreement. This may include but is not limited to:
		1. electronic copies of the Sponsor's logo;
		2. information about the Sponsor in the form of text;
	3. The Sponsor acknowledges and agrees that its sponsorship of the Society is non-exclusive and that the Society may obtain sponsorship from other individuals or organisations.
3. Termination
	1. A party may terminate the Agreement with immediate effect if:
		1. the other party is involved in illegal conduct;
		2. the other party does anything which damages or may damage the reputation of the terminating party;
		3. the other party is subject to an insolvency event.
	2. Any Sponsorship Money paid will not be recoverable by the Sponsor if the Society terminates the Agreement under clause 3.1.
4. General
	1. The conditions of the sponsorship are to be reviewed annually and amended as necessary.
	2. This Agreement constitutes the entire agreement between the parties and supersedes and extinguishes all previous drafts, agreements, arrangements and understandings between them, whether written or oral, relating to its subject matter.

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| Signed by **[NAME]**for and on behalf of **[SOCIETY]** | .......................................Committee Chair | .......................................Committee Treasurer  |
| Signed by **[NAME]**for and on behalf of **[SPONSOR]** | ....................................... |  |