



# WSC 2025 SPONSORSHIP & EXHIBITOR CONTRACT

Company Name: \_\_\_\_\_ Contact: \_\_\_\_\_

Company Address: \_\_\_\_\_

Email: \_\_\_\_\_ Telephone: \_\_\_\_\_

## SPONSORSHIP OPPORTUNITIES *(Please select a sponsorship level)*

\_\_\_\_\_ **Platinum Sponsor Package** (\$7,500)

\_\_\_\_\_ **Silver Sponsor Package** (\$3,500)

\_\_\_\_\_ **Gold Sponsor Package** (\$5,000)

\_\_\_\_\_ **Bronze Sponsor Package** (\$2,000)

## ADDITIONAL OPPORTUNITIES

\_\_\_\_\_ **Branded Giveaways** (\$250)

## SPONSORSHIP OPPORTUNITY REQUESTED

Sponsorship Opportunity for your selected sponsorship level: \_\_\_\_\_

## EXHIBIT OPPORTUNITY

\_\_\_\_\_ **Number of Exhibit Space(s)** (\$2,000 per 10' x 10')

\_\_\_\_\_ **I am interested in a Vendor Workshop on Sunday, December 7** (\$150 AV fee).

\_\_\_\_\_ **I am interested in presenting in the Vendor Track during the main conference.**

\_\_\_\_\_ **I am interested in hosting a User Group Meeting on Tuesday, December 9.**

## PAYMENT METHOD

\_\_\_\_\_ Please charge the \$500 deposit to Credit Card and invoice me for the balance.

\_\_\_\_\_ Please send an invoice with our Purchase Order # (applicable to Educational Institutions Only).

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Total: \_\_\_\_\_

# SPONSORSHIP & EXHIBITOR TERMS & CONDITIONS

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## TERMS & CONDITIONS

### 1. Contract

The contract for Sponsorship & Exhibitor properly executed by the Sponsor or Exhibitor and accepted in writing by INFORMS, shall be considered a binding agreement between the Sponsor or Exhibitor and INFORMS, and subject to the rules stated in this document.

### 2. Registration

The Sponsorship and/or Exhibitor fees include all deliverables as outlined on the Sponsorship Opportunities and/or Exhibitor Opportunities pages on the WSC 2025 website: [wintersim.org](http://wintersim.org).

### 3. Payment Terms & Cancellations

The full Sponsorship Opportunities and/or Exhibitor Opportunities fees or details for invoicing must accompany the application and contract. Sponsors and exhibitors who cancel a contract in writing, postmarked by October 1, 2025, will receive a refund of fees paid, less a \$250 cancellation fee. There will be no refunds for cancellations after October 1, 2025. If exhibits or sponsorships are canceled by INFORMS, all payments will be refunded in full. A deposit of \$500 is required with the signing of the Terms & Conditions contract. The remaining sponsorship and exhibit fees must be paid prior to November 1, 2025, or at time of completion of the Terms & Conditions contract if after November 1, 2025.

## FOR EXHIBITORS ONLY

### 1. Exhibit Booth Assignments

Exhibit space selection will take place in the order in which exhibitors apply, upon receipt of the completed Terms & Conditions contract. Selections cannot be made until the deposit is received. An "Important Exhibitor Information Packet" will be available in September 2025.

### 2. Exhibit Space Information

The exhibit space includes a 6' x 30' table, an 8.5" x 11" identification sign, and two side chairs. The facility is carpeted. All exhibits must be arranged so as not to obstruct the view of adjacent booths. Exhibits are not to exceed 8' in height on the back wall or 3.5' in height along the side walls. Adequate overhead lighting is provided.

### 3. Space Relocation

INFORMS will contact the company if it becomes necessary to relocate an exhibitor after their location has been processed. Every effort will be made to reassign the exhibitor to a similar space.

### 4. Union Labor

The exhibitor must comply with all union regulations applicable to set up, display, and dismantling of Exhibit Space as well as all labor contracts and labor regulations in effect in the convention facility for the show.

### 5. Show Hours & Dates

Hours and dates for installing, showing, and dismantling the Exhibit Space shall be those specified by INFORMS and published in the Exhibitor Information Packet. All exhibits must be open and staffed during exhibit hours, and no dismantling or packing may be started before the official close of the show. Neither INFORMS, nor Sheraton Grand Seattle, shall be responsible or liable of any property not timely removed by exhibitor.

**6. Use of Space**

All materials and activities must be confined to the limits of the exhibit tabletop and shall not interfere with traffic or other exhibits. Promotion is limited to products and services of exhibiting companies only. Reassignment, subletting, or sharing of exhibit space is prohibited. Excessive noise, which would interfere with other exhibitors, is not allowed. INFORMS reserves the right to alter the location of exhibit booths in the best interest of the exhibits and the conference.

**7. Fire Precautions**

Exhibitors must use materials that will pass fire inspection. Drapes and curtains must be flameproof. The storage or use of flammable or explosive materials, or any substance prohibited by local laws or insurance carriers, is forbidden. Sheraton Grand Seattle must do all electrical work to ensure compliance with local regulations.

**8. Damage, Risk of Loss, Indemnity & Insurance**

The Exhibitor agrees to indemnify and hold harmless INFORMS, Sheraton Grand Seattle and their respective officers, employees, and agents against (1) liability for damages on account of personal injury or property damage suffered by any third party arising out of the installation, maintenance, use, operation, removal of the exhibit by Exhibitor and use of the exhibiting premises by Exhibitor, and (2) costs and expenses related to the foregoing (including reasonable attorney’s fees), provided that the indemnified party: (a) promptly notifies Exhibitor of any such claim, (b) cooperates with Exhibitor in connection with the defense or settlement of any such claim, and (c) permits Exhibitor to control the defense and/or settlement of any such claim. The Exhibitor understands that INFORMS and the Sheraton Grand Seattle do not maintain insurance covering the Exhibitor’s property and agrees that they (and their respective officers, employees, and agents) will have no liability for damage thereto or loss thereof caused by any third party, and it is the sole responsibility of the Exhibitor to obtain such property insurance. Each exhibiting company desiring to insure its exhibit and display materials against loss of any kind must do so at its own expense.

**9. Hotel Rules/Regulations**

Exhibitor agrees to adhere to the rules and regulations of the Sheraton Grand Seattle.

**10. General Data Protection Regulation (GDPR)**

The Exhibitor and Sponsor agrees to comply with the General Data Protection Regulation (GDPR), which governs the collection and processing of personal data, as specified in articles 28, 32, and 82 (EU 2016/679). For details, see: <https://gdpr.eu>.

**The undersigned agrees to abide by all requirements, restrictions, and obligations detailed in these terms & conditions.**

Signature: \_\_\_\_\_

Print Your Full Name: \_\_\_\_\_

Company/Organization Name: \_\_\_\_\_

