



PMI Central Mississippi Chapter Sponsor Policy

The PMI Central Mississippi Chapter offers a sponsorship program providing opportunities for companies and individuals to support the Chapter's activities and outreach services for the Project Management community. A sponsor's support can be allocated to fund a variety of Chapter needs and events including special meetings, ongoing activities and other community and global events recognizing PMI. For example, International Project Management Day is an official day on which PMI is globally recognized each year.

The Chapter offers four levels of sponsorship, each of which provides benefits to the sponsoring company or individual. The Chapter provides a sponsorship package detailing the benefits for each level. A sponsorship begins the month in which payment is received and lasts for a period of twelve months.

This Policy does not preclude any person, company or organization from contributing to or sponsoring the Professional Development Day or other Chapter activity.

Project Sponsor - \$1,500 for 12 months

The Project Manager Sponsor is the highest level of support that a company can provide to the Chapter.

- Sponsor logo and sponsorship commitment will be displayed on the PMICMS website with a link to the Sponsor's website. Sponsor is responsible for providing official logo to Chapter.
- Sponsor will be recognized at Chapter related events and activities for their support of the Chapter.
- Sponsor logo and sponsorship commitment level will be presented in PDD and other event brochures.
- Sponsor may provide publications or materials at Chapter-related events based on available space.
- Sponsor may set up a Sponsor Display Table at specific events based on space provided at the venue. The Sponsor will be notified of these event opportunities.
 - Sponsor is responsible for following all requirements for events as set forth in the Sponsorship Event Guidelines.
- Sponsor will be given four (4) seats at the annual one-day Professional Development Day (PDD) during the calendar year in which the company or individual becomes a sponsor. If the PDD extends to more than one day, the Sponsor's attendees will pay the cost for the additional day(s).

Project Manager Sponsor - \$1,000 for 12 months

- Sponsor logo and sponsorship commitment will be displayed on the PMICMS website with a link to the Sponsor's website. Sponsor is responsible for providing official logo to Chapter.
- Sponsor will be recognized at Chapter related events and activities for their support of the Chapter.
- Sponsor logo and sponsorship commitment level will be presented in PDD and other event brochures.
- Sponsor may provide publications or materials at Chapter-related events based on available space.
- Sponsor may set up a Sponsor Display Table at specific events based on space provided at the venue. The Sponsor will be notified of these event opportunities.
 - Sponsor is responsible for following all requirements for events as set forth in the Sponsorship Event Guidelines.
- Sponsor will be given three (3) seats at the annual one-day Professional Development Day (PDD) during the calendar year in which the company or individual becomes a sponsor. If the PDD extends to more than one day, the Sponsor's attendees will pay the cost for the additional day(s).

Team Leader Sponsor - \$500 for 12 months

- Sponsor logo and sponsorship commitment will be displayed on the PMICMS website with a link to the Sponsor's website. Sponsor is responsible for providing official logo to Chapter.
- Sponsor will be recognized at Chapter related events and activities for their support of the Chapter.
- Sponsor logo and sponsorship commitment level will be presented in PDD and other event brochures.
- Sponsor may provide publications or materials at Chapter-related events based on available space.
- Sponsor may set up a Sponsor Display Table at specific events based on space provided at the venue. The Sponsor will be notified of these event opportunities.
 - Sponsor is responsible for following all requirements for events as set forth in the Sponsorship Event Guidelines.
- Sponsor will be given two (2) seats at the annual one-day Professional Development Day (PDD) during the calendar year in which the company or individual becomes a sponsor. If the PDD extends to more than one day, the Sponsor's attendees will pay the cost for the additional day(s).

Team Member Sponsor - \$300 for 12 months

- Sponsor logo and sponsorship commitment will be displayed on the PMICMS website with a link to the Sponsor's website. Sponsor is responsible for providing official logo to Chapter.
- Sponsor will be recognized at Chapter related events and activities for their support of the Chapter.
- Sponsor logo and sponsorship commitment level will be presented in PDD and other event brochures.
- Sponsor may provide publications or materials at Chapter-related events based on available space.
- Sponsor may set up a Sponsor Display Table at specific events based on space provided at the venue. The Sponsor will be notified of these event opportunities.
 - Sponsor is responsible for following all requirements for events as set forth in the Sponsorship Event Guidelines.
- Sponsor will be given one (1) seats at the annual one-day Professional Development Day (PDD) during the calendar year in which the company or individual becomes a sponsor. If the PDD extends to more than one day, the Sponsor's attendees will pay the cost for the additional day(s).

Sponsorship Guidelines and Agreement

Terminology

Hereafter, "PMICMS" refers to Project Management Institute Central Mississippi Chapter. "Event" refers to an event hosted by PMICMS and "Venue" refers to location where event will be held.

Subject to Change

PMICMS reserves the right to change the guidelines and will make every effort to communicate such changes to participating Sponsors. PMICMS reserves the right to add, change or remove components of the program.

Guidelines

The following guidelines are applicable to Sponsors:

- Sponsor agrees that the PMI CMS Board of Directors has sole responsibility for determining the appropriate use of the Sponsor's contribution to benefit the Chapter.
- Sponsor is responsible for providing an official logo and URL for their company to the Vice President for Marketing at vpmarketing@pmicms.org.
- Sponsor will be responsible for delivery, setup and removal of any materials to be used as a part of the Sponsor's display. The Sponsor must request the schedule for setting

up and taking down a display by sending an email to vpmarketing@pmicms.org. Displays are subject to approval by PMICMS.

- Sponsors displaying at the PDD or a Chapter meeting are required to use one of their seats or passes for each person representing the sponsor company to attend a program.
- Sponsors are required to register any participants who will be attending programs in advance to use the Sponsor's PDD seats or Chapter meeting passes.
- Sponsor's designated contact person is responsible for sharing any rules and regulations with any other personnel who are onsite at any meeting or event. This contact person is identified on the Sponsor's application form.
- Personnel representing the Sponsor at any meeting or event agree to conduct themselves in a manner acceptable to the Venue and to PMICMS.

The Vice President of Marketing will provide sponsors with a "Sponsor Packet" that includes the following items:

- a. Copy of executed agreement
- b. PDD Passes
- c. Schedule of events for year
- d. Event Policy
- e. PMICMS Brochure
- f. International Project Management Day Flyer

Agreement

The completed Sponsorship Registration Form, upon acceptance by PMICMS, constitutes a contract for sponsorship and promotional services. Payment in full is due upon acceptance by PMICMS of the Sponsorship Registration Form. Failure to meet all payment obligations will result in termination of sponsorship privileges. The individual signing this agreement warrants that he/she has the authority to contractually bind the organization applying for Sponsorship. The PMICMS is not responsible or liable for limitations or restrictions placed on a sponsor by the event Venue.

PMICMS shall not be responsible for any loss of business, loss of profits, injury, damage, or expense, of whatever nature, that the Exhibitor or Sponsor may suffer due to Event cancellation because of conditions that render that Event impracticable. Causes of impracticability include, but without limitation, casualty, explosion, fire, lightning, utility interruption, flood, weather, epidemic, hurricane, tornado, earthquake, or other acts of God, or any law, ordinance, rule or regulation, acts of public enemies, strikes, riots, acts of terrorism, or civil disturbances. Sponsors hereby agree to defend, indemnify, and hold harmless PMICMS, its agents, employees, and volunteers, with respect to any claims, suits, damages, liabilities, losses, expenses, and costs (including reasonable attorney fees) which PMICMS and its agents or



employees may suffer or be subject to, and which are in any way connected with the Agreement or the presence by the Sponsor or Sponsor's personnel at the Event.

Nothing in this Agreement shall be deemed to constitute an employment, partnership, or other similar relationship between PMICMS and Sponsor. Neither party shall have any control over the work practices, hiring decisions, or tax liabilities of the other. Each party shall be solely responsible for their own income and other taxes. Nothing in this Agreement shall be construed as authorizing either party to control the manner of conducting business or the business practices of the other.

The PMICMS has authority to make the final decisions on placement of and presentation of Sponsor's name, logo and other information in materials produced by PMICMS or displayed PMICMS hosted events.



Sponsorship Selection Form

- | | | |
|--|----------|----|
| <input type="checkbox"/> "Project Sponsor" Sponsorship | \$ 1,500 | \$ |
| <input type="checkbox"/> "Project Manager" Sponsorship | \$ 1,000 | \$ |
| <input type="checkbox"/> "Team Leader" Sponsorship | \$ 500 | \$ |
| <input type="checkbox"/> "Team Member" Sponsorship | \$ 300 | \$ |

By completing and signing this form, I acknowledge, on behalf of the below named firm, that I have read and agree to the terms outlined to be a PMI Central Mississippi Chapter Sponsor. I acknowledge that my Company will comply with all Event rules and regulations and I will ensure our representatives at the Event will comply with all the terms and conditions.

Company or Individual Sponsor Name: _____

Designated Contact Name: _____

Contact Title: _____

Telephone Number: _____

Email Address: _____

Signature: _____

Date: _____

Please provide the contact name of any other Sponsor personnel who is responsible for Renewals, Payments, Marketing, etc.

Designated Contact Name: _____

Contact Title/Role: _____

Telephone Number: _____

Email Address: _____

Mail this form along with payment to:

PMI Central Mississippi
ATTN: Sponsor



P.O. Box 2452
Ridgeland, MS 39158

Payment Information

Payment in full is due upon acceptance of PMICMS Sponsorship Selection Form. Failure to meet all payment obligations will result in decline of any and all privileges. Successful processing of payment is necessary to guarantee the option(s) you have selected.

Payment may be submitted by check to:

PMI Central Mississippi
ATTN: Sponsor
P.O. Box 2452
Ridgeland, MS 39158

OR

You may request an Invoice from the Chapter by providing the following information:

Contact Name: _____

Contact Title: _____

Telephone Number: _____

Email Address: _____

For payment questions please contact the VP of Finance at VPFinance@pmicms.org.