

CONTRACT FOR SPONSORSHIP

2024 CCMTA Annual Meeting • June 3-5, 2024 Edmonton Convention Center • Edmonton, Alberta

The undersigned, by the duly authorized officer, agent or employee (hereinafter called "Sponsor") hereby enters into a contract with the Canadian Council of Motor Transport Administrators (hereinafter called "CCMTA") for sponsorship at the **2024 CCMTA Annual Meeting** on June 3-5, 2024, at the Edmonton Convention Centre, in Edmonton, Alberta, (hereinafter called "Facility").

This contract is subject only to (1) the acceptance by counter signature of CCMTA; (2) such additional terms and conditions which constitute a part of, or are included in, this contract. Commitment of sponsorship by CCMTA on behalf of the Sponsor is conclusively presumed to be adequate consideration to bind the Sponsor. No alleged representations, understandings, agreements, modifications, alterations or additions not contained within the body of this written Contract shall inure to the benefit of the Sponsor or be binding upon CCMTA.

TERMS FOR SPONSORSHIP AND CONTRACTUAL OBLIGATIONS

SPONSORSHIP COMMITMENT LEVELS	
AMBASSADOR LEVEL SPONSOR	\$ 10,000
CHAMPION LEVEL SPONSOR	\$ 7,500
STEWARD LEVEL SPONSOR	\$ 5,000
ADVOCATE LEVEL SPONSOR	\$ 2,500
SUPPORTER LEVEL SPONSOR	\$ 500 - \$ 1,000

PAYMENT TERMS: Payment of the sponsorship is due upon application; failure to make payment by said payment date does not release the contractual or financial obligation on the part of the Sponsor.

Payment can be by credit card*, EFT or company cheque. Please make checks payable to CCMTA. Sign and return contract and payment to the **Canadian Council of Motor Transport Administrators, 1111 Prince of Wales Drive, Suite 404, Ottawa, Ontario, Canada, K2C 3T2**. A copy of this contract will be returned to you upon acceptance. *Limited to Support, Advocate and Steward level sponsorships. Please [contact us](#) directly.

CANCELLATION POLICY

VOLUNTARY CANCELLATION BY SPONSOR: The Sponsor specifically recognizes and agrees that CCMTA will sustain losses in the event the Sponsor fails to execute the sponsorship commitment. In keeping with industry practice, the existence of such practice being hereby acknowledged by the Sponsor, and because such losses cannot be precisely measured but include the credibility and costs associated with the inability to replace those canceling, advertising, redesigning of materials, and the like. The Sponsor acknowledges that being in the nature of liquidated damages, which is specifically designed to compensate CCMTA for its losses and not constitute a penalty, understands and agrees cancellation of contract by the results

in forfeiture of the full sponsorship commitment as indicated in the online registration form and liability for balance due, plus applicable administrative fee of \$125.

VOLUNTARY CANCELLATION BY CCMTA: Canadian Council of Motor Transport Administrators reserves the right to cancel a Contract for Sponsorship, at any time and at their sole discretion. In such a case, CCMTA will notify the Sponsor in writing of its intent and will provide a full refund for the total amount of the initial Contract for Sponsorship.

All cancellations must be submitted by email to events@ccmta.ca.

GRANT OF SPONSORSHIP BENEFITS: CCMTA agrees to provide sponsorship benefits to the Sponsor as set out in CCMTA 2024 Annual Meeting Sponsor Benefits Chart (Appendix A) including complimentary registration fees for attendees for the following sponsor categories:

Ambassador	Two (2) complimentary registrations
Champion	One (1) complimentary registration

The Sponsor acknowledges and agrees that each additional attendee from the SPONSOR organization must register separately and pay the applicable registration fee required to attend the annual meeting.

CONTRACT FOR SPONSORSHIP – (CONT'D)

The Sponsor agrees to the use of the sponsor's name, brand and logo in connection with the related marketing, promotional and event activities where applicable, prior to, during and following the event dates as outlined above for the sole purpose of promoting the event.

The deadline for applications is **April 5, 2024**. After this date, sponsor benefits are subject to limitations.

LIABILITIES: The Sponsor agrees that CCMTA, its agents, and employees, the Facility, its agents and its employees: (a) Will not be responsible for any damage to or for the loss or destruction of the Sponsor's property or injuries to the Sponsor, his representatives, agents or employees, all claims for any such loss, damage, destruction, or injury being expressing waived by the Sponsor, (b) Will be exempted from or indemnified for any claims for injury to any of the Sponsor's representatives, agents, or employees. Sponsor shall also indemnify and save and hold harmless CCMTA, Facility and the Facility's Owner, and their respective owners, managers, subsidiaries, affiliates, employees and agents from and against any cost, expense, liability or damage which may be incident to, arise out of, or be caused by an act, omission, negligence or misconduct on the part of Sponsor or its agents, employees, contractors, guests, licensees or invitees, provided such damage or injury has not occurred due to the negligence of CCMTA, or Facility. CCMTA, its agents and employees, will not

be liable for failure to hold the Sponsorship, as part of the Annual Meeting as scheduled. Payments for sponsorship will be returned in that event except any actual expense incurred in the connection with the Sponsorship will be deducted if the event is called off because of fire, or any act of God, or the public enemy, or strike, or epidemic, or any law or regulation of public authority or any other act beyond the control of CCMTA, which makes it impossible or impracticable to hold the event.

CODE OF CONDUCT: CCMTA is committed to providing a safe, welcoming, and productive environment for all meeting participants. All participants are expected to abide by this Events Code of Conduct while attending a CCMTA event. All participants must comply with the instructions of the host(s) and CCMTA staff including methods for providing feedback and comment.

Participants of CCMTA meetings are expected to exercise consideration and respect at all times in speech and actions. CCMTA fosters a harassment free and inclusive environment that recognizes the inherent worth of every participant. Harassment, in any form, will not be tolerated. CCMTA reserves the right to limit attendance at any meeting as deemed necessary.

We invite all those who participate to help us create a safe and positive experience for all participants.

ACCEPTANCE AS BINDING CONTRACT: INVOICES SHOULD BE SENT TO:	
Company	
Contact:	Title:
Address:	City:
Province/State:	Postal/Zip Code:
Telephone:	Cell:
Email:	
<p>_____ Signature of Sponsor Authorized Representative</p>	<p>_____ Date</p>
<p>_____ Signature of CCMTA Authorized Representative</p>	<p>_____ Date</p>
<p>By signature above, the individual signing this contract represents and warrants that he/she is duly authorized to execute this binding Contract on behalf of named Sponsor.</p>	

CONTRACT FOR SPONSORSHIP – (CONT'D)

APPENDIX A - Sponsorship Benefits Chart

THE 2024 ANNUAL MEETING SPONSOR BENEFITS

SPONSOR BENEFITS	AMBASSADOR \$10,000	CHAMPION \$7,500	STEWARD \$5,000	ADVOCATE \$2,500	SUPPORTER *up to \$1,000
Advanced on-site registration	✓	✓	✓	✓	✓
Appreciation Event	✓	✓	✓	✓	✓
Badge Sponsor Identification (ribbon)	✓	✓	✓	✓	✓
Pre and post-event delegate list	✓	✓	✓	✓	✓
Recognition - Annual Meeting Sponsor Page Listing	Logo + Company Profile	Logo	✓	✓	✓
Recognition - Targeted Sponsor Mailer	Logo + Company Profile	Logo	✓	✓	
Recognition - Annual Meeting App Listing	Logo + Company Profile	Logo	Logo	Logo	
Recognition - Onsite Signage	Logo	✓	✓		
Recognition at the Opening & Closing Ceremonies	Logo	✓	✓		
Recognition - Annual Meeting Mailers	Logo	✓			
Discount on Exhibition Booth fee ¹	25% OFF	15% OFF			
Complimentary Attendee Registration(s)	(2)	(1)			



**EARLY BIRD
EXCLUSIVE**

Apply by **March 8**
to be included
in the 2024
Annual Meeting
registration package

* minimum contribution of \$500

¹ Discount applicable to one (1) single-booth fee only. Full rates apply to additional booth spaces.