



AMERICAN
PETROLEUM
INSTITUTE

Sponsor Application

2017 Control Room Forum

April 27-28, 2017 | Hyatt Regency Hill Country | San Antonio, Texas | www.api.org/events

Return by March 30, 2017 | Artwork due March 14, 2017 | Fax your application and agreement to 202-682-8222

Company _____

Street Address _____

City _____

State/Province _____

Zip/Postal Code _____

Country _____

Phone _____ Fax _____

(Include Country Code)

Contact Name _____

Contact E-mail _____

CC E-mail _____

Person receiving complimentary registration (please print) _____

EXHIBIT TABLE \$3,500

Sponsorship Benefits: One (1) complimentary registration. (Additional personnel must register via the conference website. One (1) 6' x 30" display table, two chairs, basic electric and acknowledgement as noted in items 2 and 3 on the Sponsor Agreement.

Full payment must accompany this application. Applications received without payment will not be processed and no guarantee of availability of your preferred sponsorship can be made.

METHOD OF PAYMENT

By Credit Card (preferred)

Please charge the following card:

VISA MasterCard American Express

Card Number _____

Expiration Date _____

Print Cardholder's Name _____

Cardholder's Zip/Postal Code _____

Signature _____

By Wire to API

Please add \$25.00 (USD) to cover wire transfer fees.

TD Bank
1030 15th St NW
Washington, DC 20005 USA
ABA Routing # 054001725
Credit to American Petroleum Institute
Account # 4251303172
SWIFT: NRTHUS33

PLEASE RETURN BY March 30, 2017

Fax your completed application to (+1) 202-682-8222. No cover sheet necessary.



2017 Control Room Forum

April 26-27, 2017 | Hyatt Regency Hill Country | San Antonio, Texas | www.api.org/events

Return by March 30, 2017 | Artwork due March 14, 2017 | Fax your application and agreement to 202-682-8222

Please complete this Agreement and return with your application form.

We plan to attend the event indicated below and would like to participate as a sponsor. We agree to abide by the following conditions and procedures and will brief our representatives accordingly:

2017 Control Room Forum – April 26-27, 2017

1. **Payment:** Full payment of the sponsorship amount must accompany your Application and Agreement. Application and Agreement received without such payment will not be processed nor will sponsorship assignment be made.
2. **Printed Program Notation:** Per individual sponsorship benefits as indicated, an acknowledgment of the level of support, item, or event sponsored will be made in the final printed program. The exact wording will be at the discretion of API.
3. **Signage:** Per individual sponsorship benefits as indicated, API will create prominent signage or other forms of recognition that feature the company name and/or logo of the sponsor. The exact wording and type of recognition will be at the discretion of API.
4. **Liability and Security:** Each sponsor must make provisions for the safeguarding of its goods, materials, equipment and display at all times, if applicable. Neither API, nor the Hyatt Regency Hill Country Hotel, nor their officers, representatives nor employees will be responsible for any destruction, damage, theft or loss to the sponsor's property.
5. **Indemnification:** The sponsor assumes entire responsibility and hereby agrees to protect, indemnify, defend, save and hold harmless API, the Hyatt Regency Hill Country Hotel, and their employees and agents against all claims, losses and damages to persons or property, governmental charges or fines, and reasonable attorney's fees arising out of or caused by sponsor's participation.
6. **Insurance:** The sponsor/exhibitor acknowledges that API and the Hyatt Regency Hill Country Hotel do not maintain insurance covering sponsor property and that it is the sole responsibility of sponsors and exhibitors to obtain business interruption and property damage insurance covering such losses by sponsor.

7. **Event Cancellation:** If unusual circumstances prevail and the event is cancelled, a full refund of the sponsor fee will be made within thirty (30) days of the cancellation. Sponsor waives all claims that may be made against API, its employees, agents and assigns, except the right to a refund of the sponsor fee.
8. **Cancellation:** Sponsors may cancel their obligation up to April 1, 2017. However, 50% of the fee is nonrefundable. Notice of cancellation must be submitted in writing.

Send to:
American Petroleum Institute
ATTN: Madeleine Sellouk
1220 L Street, NW
Washington, DC 20005-4070
USA

Email to:
sellouk@api.org

Fax to:
(+1) 202-682-8222
9. **Sales:** No business transactions/solicitations are allowed during API functions at any time.
10. **Assignment:** Neither API nor the sponsor may assign their rights under this Agreement without the express written consent of all the parties.

Company

Representative's Name (Please Print)

Representative's Email (Please Print)

Representative's Signature

Date Signed

PLEASE RETURN BY March 30, 2017

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