

**Sponsorship Agreement**

Between Organisation, Name, Address (the “**Sponsor**”) and The Queen’s University of Belfast University Road, Belfast, BT7 1NN (the “**University**”).

1. **Summary**

The purpose of this Sponsorship Agreement (this “**Agreement**”) is to summarise the mutual understanding of the Sponsor and the University regarding sponsorship ofevent name in Queen's University of Belfast, School of xxx\_/Department Name (the “**University**”).

# The sponsorship benefits and responsibilities of each party are set out below. The total value of the sponsorship to be paid to the University by the Sponsor is £amount plus VAT. The Schedule of payment is set out in clause 5 below.

1. **Duration of Agreement**

Subject to clauses 8 and 9, this Agreement will commence on dd/mm/yyyy and conclude on dd/mm/yyyy (the “**Initial Term**”).

1. **Benefits to the Sponsor**

# In return for the sponsorship, and for the duration of this Agreement, the Sponsor will receive: Detail here the benefits the Sponsor will receive in exchange for their sponsorship.

1. **Branding, PR & Recognition**
2. Include here agreements in relation to Branding, PR and Recognition at the event.
3. Include here agreements in relation to Branding, PR and Recognition at the event.
4. Include here agreements in relation to Branding, PR and Recognition at the event.
5. **Payment Terms**
   1. The Sponsor agrees to pay the amount of amount Pounds sterling to the University to sponsor the event name in School of xxx\_/Department Name. The University will request the payment of £amount plus VAT by invoice.
   2. The instalment schedule is as below:

£ x on dd/mm/yyyy

£ x on dd/mm/yyyy

£ x on dd/mm/yyyy

* 1. The Sponsor may accelerate the completion of payment of the sponsorship at its discretion.If during the period of this Agreement the Sponsor agrees to pay the University any other sums in excess of the Sponsorship, such further payments and any obligations arising therefrom will be treated separately from this Agreement.(NB Sections 5.2 and 5.3 are only required if a payment schedule has been agreed)

1. **Relationship Management**

Unless or until notified by either party, the following shall be the parties’ representatives:

* 1. The primary point of contact at the University in relation to the sponsorship will be QUB staff name.
  2. The primary point of contact at the Sponsor in relation to the sponsorship will be Sponsor contact name.

1. **Option to Extend Sponsorship** 
   1. The University grants the Sponsor the option to extend its sponsorship of event name in accordance with clause 7.2.
   2. This Agreement shall continue for the Initial Term, when it shall terminate automatically without notice unless, no later than 1 month before the end of the Initial Term, the Sponsor notifies the University that it wishes to exercise the option to extend the term of this Agreement (each such extension being an “**Extended Term**”). The duration of any Extended Term, and the level of sponsorship associated with such extension, shall be agreed between the parties prior to the commencement of any Extended Term. Unless extended or terminated earlier in accordance with clause 9, this Agreement shall terminate automatically without notice at the end of an Initial Term.
2. **Termination**
   1. Without affecting any other right or remedy available to it, the Sponsor shall be entitled to terminate this Agreement with immediate effect by notice in writing if:
      * + 1. the University fails, in the reasonable opinion of the Sponsor, to provide the benefits as set out in clause 3 of this Agreement;
          2. in the reasonable opinion of the Sponsor, its reputation, image, Trademarks or goodwill are damaged as a result of this Agreement;
          3. the University takes any step or action in connection with its entering administration, provisional liquidation or any composition or arrangement with its creditors (other than in relation to a solvent restructuring), being wound up (whether voluntarily or by order of the court, unless for the purpose of a solvent restructuring), having a receiver appointed to any of its assets, or ceasing to carry on all or a substantial portion of its business or, if the step or action is taken in another jurisdiction, in connection with any analogous procedure in the relevant jurisdiction
3. **Consequences of Termination**
   1. On termination or expiry of this Agreement:
   2. the University shall cease using the Trademarks and any materials referencing the Sponsor; and
   3. the following clause shall continue in force: clause 13 (Confidentiality).
   4. Termination or expiry of this Agreement shall not affect any rights, remedies, obligations or liabilities of the parties that have accrued up to the date of termination or expiry, including the right to claim damages in respect of any breach of this Agreement which existed at or before the date of termination or expiry.
4. **Notice**
   1. Any formal notice given to a party under or in connection with this Agreement shall be in writing and shall be sent by recorded delivery service to the address specified in this Agreement.
   2. Any formal notice shall be deemed to have been received at the date and time of recorded delivery. Day to day communication in relation to this Agreement may be conducted by email.
5. **No Partnership or Agent**

Nothing in this Agreement shall create, imply or evidence any partnership or joint venture between the parties or the relationship between them of principal and agent.

1. **Confidentiality**

Each party agrees with the other that it will not make any unauthorised use of any private or confidential information about the other party and its business. The University will use the data supplied here solely for the purpose of administering and recognising this Agreement as described above. Your data is held securely by Queen’s University Belfast and will be treated confidentially. Our full privacy policy is available at <https://daro.qub.ac.uk/dataprotection>. You may also contact the Development and Alumni Relations Office on +44 (0)28 9097 3114 to request a copy of the policy by post.

1. **Assignment**

Neither party shall assign any of its rights or obligations under this Agreement without the prior written consent of the other party.

1. **Amendments**

Any amendments to this Agreement shall only be valid if agreed to in writing by both parties.

**Signed:**

For and on behalf of Sponsor Company Name

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_

Name (please print)                            Signature                                             Date

**Signed:**

For and on behalf of: The Queen’s University of Belfast

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_      \_\_\_\_\_\_\_\_\_\_\_\_

Name (please print)                            Signature                                             Date