2018 PARTNERSHIP AGREEMENT

Company/Contributor Name: _____ (Partner)

Authorizing Person: _____

Title: _____

Primary Contact: _____

Contact Email: _____

Address: _____

City: _____ State: _____ Zip code: _____

Phone: _____ Fax: _____

Website: _____

PARTNERSHIP LEVEL

Please select your desired level of Partnership by marking the appropriate circle.

○ $20,000 Presenting Partner	○ $15,000 Partner	○ $10,000 Partner
○ $5,000 Partner	○ $2,500 Partner	○ $1,500 Partner
○ $500 Partner	○ $150 Partner	

Booth Space: If you have selected a Partnership level between $20,000.00 and $5,000.00, please advise as to whether you will have a booth space at PrideFest 2018. Partnership levels of $1500 and $2500 are eligible for shared booth space.

Check one: YES ☐ I will require booth space. NO ☐ I will not require booth space

○ In-Kind Partner: _____ approximate value. If any part of your contribution is to be in-kind, please provide a list of the specific items and values of said items in the space provided. You may elect to attach an itemized invoice reflecting the value of the in-kind contribution. Any and all in-kind contributions are subject to the approval of Hampton Roads Pride.

_____

_____

Partner agrees to sponsor Hampton Roads PrideFest 2018 at the Partnership level indicated above and agrees to the terms and conditions of this Partnership Agreement.

_____
Print Name

_____
Authorizing Signature Date

FOR HAMPTON ROADS PRIDE USE ONLY:

Hampton Roads Pride accepts and agrees to the terms and conditions of this Partnership Agreement.

Name: _____

Signature: _____ Date: _____
(For and on behalf of Hampton Roads Pride)

THE FINE PRINT

Receipt of Agreement: Each Partner shall receive a confirmation letter regarding the acceptance of his or her Partnership Agreement. Each Partner shall receive a copy of the fully executed Partnership Agreement.

Advertisements: To be included in any and all advertisement and/or print the Partner must provide to Hampton Roads Pride a commercial print quality vector graphic (preferred) or 300dpi raster graphic of the Partner's logo/logotype artwork. Within the confirmation letter, the Partner will be provided with pertinent instruction(s) for submission of their respective logo/logotype artwork. The Partner agrees to provide Hampton Roads Pride with their commercial print quality vector graphic, as detailed in the confirmation letter, on or before May 1, 2018.

Cancellation & Payment Policy: Upon receipt and acceptance of the Partnership Agreement, each Partner shall receive an invoice from Hampton Roads Pride. The Partner agrees to pay the amount in full within thirty (30) days of receipt of the invoice. Payment in full must be received by Hampton Roads Pride on or before April 18, 2018 in order to receive benefits and recognition as described herein. Hampton Roads Pride reserves the right to resell and/or reassign Partnership(s) as its sole discretion for reservations that are not paid in full 60 days prior to Hampton Roads PrideFest 2018. Refund requests prior to April 18, 2018 will incur a $50.00 processing fee. Requests received on or after April 18, 2018 will incur an additional fifty percent (50%) fee. No refunds will be permitted after May 18, 2018.

Delivery of Benefits: Hampton Roads Pride's ability to deliver on certain elements of recognition and signage are based on the date of commitment of your Partnership opportunity.

Marketplace: Hampton Roads Pride does not provide additional security for the exhibit/booth space. The Partner agrees to be responsible for the storage of their materials. Hampton Roads Pride will not be responsible for any loss or damage to merchandise on display. Partners are also responsible for the production of their own material, including, but not limited to, signage, banners, and brochures. On June 30, 2018, Partners will be required to check in at the registration table at their assigned time . Partners cannot arrive prior to that time for the installation of their booths. Hampton Roads Pride strongly recommends installation begin after check-in, as all booths must be ready by 11:00 AM. Hampton Roads Pride concludes at 7:00 PM and all Partners are required to clean their designated area and leave the premise in the same condition as they found it.

ADA Regulations: In compliance with ADA regulations, Hampton Roads Pride will take all reasonable steps to ensure that Americans with disabilities are given equal and reasonable opportunity to participate in the program offered by Hampton Roads Pride. To better serve your needs, please contact the Hampton Roads Pride office at Sponsorship@hamptonroadspride.org for special requests.

If you have any questions please contact Hampton Roads Pride at Sponsorship@hamptonroadspride.org.

Please mail your completed Partnership Agreement to:

Hampton Roads Pride
Attention: Sponsorship Committee
P.O. Box 41082
Norfolk, Va. 23541-1082

Your commitment indicates you agree to the terms and conditions as stated herein. Thank you for supporting Hampton Roads PrideFest 2018.