

SPONSORSHIP AGREEMENT

58th Conference of Directors General of Civil Aviation – APAC 15-19 October 2023, Dhaka, Bangladesh

To Sponsor for the 58th DGCA Conference, please return pages 1-3.

Contact Information:

Secretariat for the 58th DGCA Conference – APAC

E-mail: secretariat@dgca58.gov.bd

1. Company Information			
Company Name			
Contact Person	<input type="checkbox"/> Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr. <input type="checkbox"/> Others ()		
First Name		Last Name	
Job Title			
Email			

2. Sponsorship				
Select	Item	Date	Cost KRW	Remarks
<input type="checkbox"/>	Dinner	July 6	₩36,000,000 (approx. USD 28,500)	Payment should be made in Korean Won (KRW). Reference exchange rate can be found at: www.kebhana.com/easyone/foreign/index.do .
<input type="checkbox"/>	Lunch	July 4	₩24,000,000 (approx. USD 19,000)	
<input type="checkbox"/>		July 5	₩24,000,000 (approx. USD 19,000)	
<input type="checkbox"/>		July 6	₩24,000,000 (approx. USD 19,000)	
<input type="checkbox"/>		July 8	₩16,000,000 (approx. USD 12,700)	
<input type="checkbox"/>	Coffee/Tea Break	July 4 AM	₩4,500,000 (approx. USD 3,600)	
<input type="checkbox"/>		July 4 PM	₩4,500,000 (approx. USD 3,600)	
<input type="checkbox"/>		July 5 AM	₩4,500,000 (approx. USD 3,600)	
<input type="checkbox"/>		July 5 PM	₩4,500,000 (approx. USD 3,600)	
<input type="checkbox"/>		July 6 AM	₩4,500,000 (approx. USD 3,600)	
<input type="checkbox"/>		July 6 PM	₩4,500,000 (approx. USD 3,600)	
<input type="checkbox"/>		July 8 AM	₩3,000,000 (approx. USD 2,400)	
<input type="checkbox"/>	Giveaways, Presents, etc.	Description:		Quantity:

※ The details of provision can be further modified by the mutual agreement between the Sponsor and the Secretariat.

3. Sponsorship Benefits

Benefits	Dinner/ Lunch	Coffee/Tea Break	Giveaways, Presents, etc.
Company logo on the official website	√	√	√
Introductory video (max. 2 min) and short presentation (max. 5 min) during the sponsoring dinner/lunch	√		
Looping promotional video (approx. 1~2 min) during the break session	√	√	
Sponsor's company logo to be placed inside the meeting room	√	√	√

4. Invoicing and Payment

Following receipt of the duly agreement form, the Secretariat will send the Sponsor a copy of the invoice via email. Invoice must be paid in full within 14 days upon receipt of the invoice which includes bank details.

※ *Payment shall be made to the official conference agency selected by the Secretariat to help organize the 57th DGCA Conference or directly to Paradise City Hotel via bank transfer/credit card, which is open for discussion between the Secretariat and the Sponsor.*

5. Withdrawal Policy

The agreement signatory, in accordance with this provision, may withdraw the sponsorship. Only a written notice of withdrawal sent by email to the Secretariat shall have effect.

The withdrawal notice shall be deemed to have been given on the date such notice is received by the Secretariat at secretariat@dgca2022.kr. The Secretariat will acknowledge withdrawal notices received in good order in writing. In the event of withdrawal, refunds shall apply as follows:

If the withdrawal request is:	Refund
Received by June 10	Full refund
Received from June 11 to June 24	50% refund
Received from June 25	No refund

6. Terms and Conditions

6-1. The person signing the below Acceptance represents and warrants that he or she is duly authorized to sign on behalf of the Sponsor and that the Sponsorship Agreement shall be binding on the Sponsor.

6-2. All payments shall be made in Korean Won (KRW). If the invoice is not paid by the due date, the Secretariat may in its sole discretion, cancel the sponsorship.

6-3. The rights and obligations of the Sponsor under this Agreement shall be non-assignable and non-transferable, except with the express written consent of the Secretariat.



ICAO



- 6-4. The Sponsor shall not use the name of the Secretariat for the 57th DGCA Conference and the name and brands of the 57th DGCA Conference in any form of publicity or advertising beyond the scope of this Agreement. Further use of name and brands of the Secretariat for the 57th DGCA Conference by the Sponsor shall require the Secretariat's prior consent. The Secretariat shall provide the Sponsor with appropriate directions as to the content of materials for the purpose of describing the sponsorship.
- 6-5. The validity and interpretation of this Agreement and its legal relationship of the parties shall be governed by the laws of the Republic of Korea.

7. Return the Agreement Form

The character of the Sponsor is subject to the approval of the Secretariat.

Sponsorship will be guaranteed by return of this duly completed and signed agreement form and full payment. Please sign and return the signed copy by email (scan or pdf format) to secretariat@dgca2022.kr.

8. Acceptance

The information set forth in this Sponsorship Agreement is accurate.

I have read, understood and agree to abide to the terms and conditions as set forth in this Agreement.

Name: _____ Job Title: _____

Signature: _____ Date: _____