



25 - 27 SEPTEMBER 2019
LE ROYAL HOTEL- DBAYEH

10th EDITION

SPONSORSHIP PACKAGE



SPONSORSHIP OPPORTUNITIES

IBEF Forum has rapidly become the premium event of choice for professionals in the industry. As one of the leading events in the region, we believe that IBEF sponsorship opportunities will raise your brand awareness and your media exposure. Maximizing your IBEF show presence requires energy, imagination and pinpoint efficiency. No matter what your budget, you can find ways to stand out from the crowd before, during and after the event. Our team will work closely with you to define your objectives and put together a package that helps you achieve your goals.

A selection of opportunities is available at the International Beirut Energy Forum, For more info, please contact MCE GROUP SARL on + 961 9 900111 or + 961 9 900110 or by email : bef@beirutenergyforum.com

Sponsorship packages:

- Main Sponsor
- Platinum
- Gold
- Co Sponsor
- Lanyard , Pen & Block note
- Main Hall Branding
- Lunch (for one day) : 3 options available
- Welcome Reception
- Congress bag
- Side event
- Coffee Break
- Booth (each 1 sqm)

(VAT excluded)

40000	Customized Package
30000	
20000	
15000	
15000	
10000	
10000	
10000	
10000	
8000	
6000	
350	



Sponsorship packages can be custom made to meet your budget and expectations

\$ 40.000
(VAT excluded)

**MAIN
SPONSORSHIP**

Marketing & Branding Benefits

1. Name & Logo will be strongly featured on all the pre-forum and forum promotional tools (electronic and imprints), distributed to all targeted segments, participants and attendees
2. A special email shot will highlight the participation of the Main Sponsor
3. Display of your Arch at the entrance of the event or at the Registration
4. Name & Logo will be included on all eMail campaigns where sponsors are mentioned
5. Name & Logo Banner displayed on event's website with a link to sponsor's website
6. Name, Logo & company profile listed in the catalogue of the event
7. Name & Logo will be broadcasted thoroughly on a widescreen between the presentations

**PLATINUM
SPONSORSHIP**

\$ 30.000
(VAT excluded)

Marketing & Branding Benefits

1. Name & Logo will be strongly featured on all the pre-forum and forum promotional tools (electronic and imprints), distributed to all targeted segments, participants and attendees
2. A special email shot will highlight the participation of the Platinum Sponsor
3. Name & Logo will be included on all eMail campaigns where sponsors are mentioned
4. Name & Logo Banner displayed on event's website with a link to sponsor's website
5. Name, Logo & company profile listed in the catalogue of the event
6. One premium colored page & One Ad in the catalogue of the event
7. Standard equipped 18 sqm complimentary booth on a prime location
8. Name & Logo will be broadcasted thoroughly on a widescreen between the presentations
9. A lecture of 20 min
10. Complimentary invitations to the opening ceremony will be provided to the sponsors
11. Eight Complimentary forum passes (this includes attending all the sessions, panel discussions, Coffee Breaks, as well entrance to the exhibition)
12. A flag will be provided by the Sponsor to be displayed on the Coffee Break Stations for one day (Chosen by the Organizer)

Marketing & Branding Benefits

\$ 20.000
(VAT excluded)

**GOLD
SPONSORSHIP**

1. Name & Logo will be strongly featured on all the pre-forum and forum promotional tools (electronic and imprints), distributed to all targeted segments, participants and attendees
2. A special email shot will highlight the participation of the Gold Sponsor
3. Name & Logo will be included on all eMail campaigns where sponsors are mentioned
4. Name & Logo Banner displayed on event's website with a link to sponsor's website
5. Name, Logo & company profile listed in the catalogue of the event
6. Two Ads in the catalogue of the event
7. Standard equipped 15 sqm complimentary booth on a prime location
8. Name & Logo will be broadcasted thoroughly on a widescreen between the presentations
9. A lecture of 20 min
10. Complimentary invitations to the opening ceremony will be provided to the sponsors
11. Eight Complimentary forum passes (this includes attending all the sessions, panel discussions, Coffee Breaks, exhibition)

CO SPONSORSHIP

\$ 15.000
(VAT excluded)

Marketing & Branding Benefits

1. Name & Logo will be strongly featured on all the pre-forum and forum promotional tools (electronic and imprints), distributed to all targeted segments, participants and attendees
2. A special email shot will highlight the participation of the Co Sponsor
3. Name & Logo will be included on all eMail campaigns where sponsors are mentioned
4. Name & Logo Banner displayed on event's website with a link to sponsor's website
5. Name, Logo & company profile listed in the catalogue of the event
6. Standard equipped 12 sqm complimentary booth on a prime location
7. Name & Logo will be broadcasted thoroughly on a widescreen between the presentations
8. Complimentary invitations to the opening ceremony will be provided to the sponsors
9. Six Complimentary forum passes (this includes attending all the sessions, panel discussions, Coffee Breaks, as well exhibition)

Marketing & Branding Benefits

\$ 10.000
(VAT excluded)

MAIN HALL
BRANDING

1. Name & Logo will be strongly featured on all the pre-forum and forum promotional tools (electronic and imprints), distributed to all targeted segments, participants and attendees
2. A special email shot will highlight the participation of the Sponsor
3. Name & Logo will be included on all eMail campaigns where sponsors are mentioned
4. 300 chair covers branded with your logo will be displayed in the Main Hall Conference.
- 5 Name & Logo Banner displayed on event's website with a link to sponsor's website
6. Name, Logo & company profile listed in the catalogue of the event
7. One Ad in the catalogue of the event
8. A lecture of 20 min
9. Complimentary invitations to the opening ceremony will be provided to the sponsors
10. Six Complimentary forum passes (this includes attending all the sessions, panel discussions, Coffee Breaks, exhibition)

LANYARD , PEN & BLOCK NOTE

\$ 15.000
(VAT excluded)

Marketing & Branding Benefits

Lanyards are the must-have fashion accessory at any Forum.

Provide all attendees with a user-friendly way to display their badge promoting your logo.

Distribution of your branded Pen and Block Note to all attendees to be provided by the sponsor.

NB. We may use your logo in a single color on the Lanyard provided by the Organizer.

CONGRESS BAG

\$ 10.000
(VAT excluded)

Marketing & Branding Benefits

Congress bags will be distributed to all Delegates at the Forum entrance. Supply the Congress bags to showcase your brand. Emblazoned with your logo, these Congress bags will be carried by attendees throughout the forum.

NB. We may use your logo in a single color on the bag provided by the Organizer.

LUNCH SPONSORSHIP OR WELCOME RECEPTION

\$ 10.000

(VAT excluded)

Marketing & Branding Benefits

1. Name & Logo will be strongly featured on all the pre-forum and forum promotional tools .
2. A special email shot will highlight the participation of the Co Sponsor.
3. Name & Logo will be included on all eMail campaigns where sponsors are mentioned.
4. Name on the conference agenda next to the sponsored Lunch or welcome reception.
5. Standard equipped 9 sqm complimentary booth.
6. Name & Logo will be broadcasted thoroughly on a widescreen between the presentations.
7. Flags on Lunch table during One of the Lunches or during welcome reception (To be provided by the Sponsors).
8. Banner or Flag (provided by the sponsor) at the entrance of the Lunch venue.
9. Complimentary invitations to the opening ceremony will be provided to the sponsors.
10. Three Complimentary forum passes (this includes attending all the sessions, panel discussions, Coffee Breaks as well exhibition)

SIDE EVENT SPONSORSHIP

\$ 8.000

(VAT excluded)

Marketing & Branding Benefits

Plan your Side Event during IBEF for one day for 40 Pax including 1 Lunch & 1 Coffee Break, rental of the Hall, Audio Visual Equipment, Flip Chart and IBEF Congress Kit.

NB. Invitation to the Side Event will be made by the Sponsor and a list should be submitted to the Organizer Two weeks before the Event.

The Invitees to the Side Event will access IBEF ONLY ON THE DAY OF THE SIDE EVENT.

Any Extra Services will be quoted separately.

COFFEE BREAK

\$ 6.000

(VAT excluded)

Marketing & Branding Benefits

Display your Flags on the Coffee Break Station (for one Coffee Break)

NB. The Flags will be provided by the Sponsor



EXHIBITION FORM

25 - 27 SEPTEMBER 2019
LE ROYAL HOTEL - DBAYEH - LEBANON

www.beirutenergyforum.com

Company Name		Contact Name	
Address		Email	
Tel	Fax	Mobile	

	Stand Nb.	Price \$	Size	Total Cost \$
SHELL SCHEME		350		
Total with 11% VAT				

SHELL SCHEME

- * Carpet flooring
- * Aluminum system
- * White panel
- * Spotlights
- * 1 table
- * 2 chairs



ADVERTISING OPPORTUNITIES

<input type="checkbox"/> Premium advert in Catalogue	\$ 2 500
<input type="checkbox"/> Inside front/back cover	\$ 3 000 EACH
<input type="checkbox"/> 1 Page Advert	\$ 2 000
<input type="checkbox"/> Outer back cover	\$ 3 500
Total Cost(\$)	Total with 11% VAT

AT THE FOLLOWING PAYMENT TERMS

* FULL AMOUNT SHOULD BE PAID UPON SIGNATURE

TOTAL \$

PAYMENT SCHEDULE & PROCEDURE

1. Full amount within 20 days of stand reservation. Return of contract confirms your attendance. Receipt of full payment should be done maximum one month prior to the event. Receipt of payments confirm your stand location.
 Failure to payment within 20 days means your stand position may be reallocated

2 - Check: Please make check payable to: MCE Group SARL

• Bank Transfer: Must be payable to Beneficiary name: MCE Group SARL (Details will be provided in the invoice)

• Copy of the transfer slip must be faxed or emailed to the organizers, all bank transfers must be marked clearly with the delegate name and event title. Bank charges are to be deducted from participating entity own account

• Full payment must be received prior to the event for entrance to be guaranteed.

We hereby confirm our participation at the above-mentioned exhibition and we confirm our acceptance of the Rules and Regulations attached to this contract. The execution of this Application and its receipt by the organizing company is deemed conclusive evidence of the applicants agreement to pay the full fees due from that moment. The application is non-cancelable by the Applicant. Applicant further acknowledges that the organizing company, having incurred expenses as a result of the contract/application, is not required to refund any of the fees and that the organizing company is also entitled to any unpaid amounts that may be owed by the Applicant to it.

Fax to: 00961 9 900111

Email: events@mcegroup.net bef@beirutenergyforum.com

Signature of Principal Director:	Date:	Apply company stamp her
Print name of Principal Director:		



SPONSORSHIP FORM

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www.beirutenergyforum.com

IMPORTANT NOTE kindly use capital letters while filling-out this form

Kindly book us the sponsorship package at the "International Beirut Energy Forum", with the following specifications

BOOKING SPECIFICATIONS

Specify the selected category

Total Amount Due

FIRST party MCE Group, hereafter called first party, commits itself to provide all the sponsorship terms mentioned in the selected package to the second party. SECOND party The Sponsoring company mentioned herein, called Second party commits itself to provide the First party with all the materials and information required on the deadlines set by the First party. It also commits itself to pay the herein stated amount for the approved sponsorship package and as described within this form's conditions

Nature of Products | Services to be Exhibited

COMPANY

Address

Country P.O.Box ZipCode

Tel Fax

Http: //

Main Business Activity

Contact Name for Payment Confirmation [if different from below]

Tel Fax

eMail

AUTHORIZED PERSON

Title First Name Last Name

Position

Tel Fax

Mobile

eMail

Date

Signature and Company Seal(below)

RESERVED FOR THE ORGANIZERS



BOOKING CATEGORY

- Main Sponsor _____ 40000
- Platinum _____ 30000
- Gold _____ 20000
- Co Sponsor _____ 15000
- Main Hall Branding _____ 10000
- Lunch _____ 10000
- Welcome Reception _____ 10000
- Congress bag _____ 10000
- Lanyard , Pen & Block note- 15000
- Side event _____ 8000
- Coffee Break _____ 6000

Total _____

Total with 11% VAT _____

BOOKING TERMS & CONDITIONS

- Terms and conditions are subject to the herewith attached selected sponsorship pack described and offered by MCE Group And approved by the sponsoring Company.
- This form once signed shall be treated as an official contract that both parties abide by.
- A confirmation letter and an invoice will be sent to you upon receiving your booking form. Please note that a 11% VAT has to be added to the invoice
- Through this contract, the Second party acknowledges that the First party is not entitled to refund the paid amount in case the Second party cancels his participation and has all the right to claim the unpaid one that the Second party owes to the First party. These terms cannot be varied under any circumstances.
- We agree to abide by and be subject to the rules & regulations of the event , receipt of which we hereby acknowledge any amendments which may be made by the organizers or relevant authorities.
- Full payment of sponsorship should be paid upon signature

PAYMENT DETAILS & TERMS

- Check: Please make check payable to: MCE Group SARL
- Bank Transfer: Must be payable to Beneficiary name: MCE Group SARL (Details will be provided in the invoice)
- Copy of the transfer slip must be faxed or emailed to the organizers, all bank transfers must be marked clearly with the delegate name and event title. Bank charges are to be deducted from participating entity own account
- Full payment must be received prior to the event for entrance to be guaranteed.



RULES & REGULATIONS

- 1-The conditions and rules set here below in this agreement bind the exhibitors. Any amendment should be done in writing and approved by the organizing company who is empowered to do it, noting that this does not decrease the right of the exhibitor or increase the employees' responsibilities.
- 2-The payment schedule for stands and sponsorship should be done upon signature. All the amount should be paid in maximum one month prior to event date. Where the application is made after the final payment date specified on the application, the total cost shall be payable with return of the application. The total cost represents only the payment for the site, details of which are set out in the application and all other goods and services required by the Exhibitor shall be paid for by the Exhibitor in addition thereto. Exhibitor will not be permitted to exhibit unless he has paid prior to the exhibition all the fees agreed to on the application form.
- 3-Through this contract, the exhibitor agrees that the Organizing company is not entitled to refund the paid amount in case the exhibitor cancels his participation and has all the right to claim the unpaid one that the exhibitor owes to the Organizing Company. These terms cannot be varied under any circumstances.
- 4- All bookings are bound by these Rules and Regulations irrespective of any reservations which may be made. The Organizing company reserves the right to alter, add to, or amend any of these conditions or not, the decision of the Organizing Company is binding if any disagreement on the interpretation of these regulations should arise.
- 5- The signature of this contract and its receipt by the Organizing Company is an absolute proof of the exhibitor agreement to pay all its due fees starting from the moment of concluding this agreement.
- 6-Any organization, which having signed an application for exhibition space; fails to exhibit for any reason of the Exhibitor's own choosing and has not been released from the Agreement by the Organizing Company, shall be liable for the full amount stated in the application plus any additional costs incurred by the Organizing company as a result of such failure to exhibit.
- 7- In the event of any Exhibitor committing an act of bankruptcy or if a limited company being wound up the agreement terms with him shall be determined and all the money already paid shall be retained by the Organizing company.
- 8-Exhibitors are obliged to be submitted to the rules and regulations of the country where the exhibition will be held.
- 9-The Organizers have full power to allocate exhibition areas and position of exhibition space at the exhibition for any reason which in their sole opinion is in the general interest of the exhibition to alter the general layout or any particular stand even if already allotted, contracted and the exhibitor shall accept such new allotment of space substitution of that originally allotted to him.
- 10-The exhibitor should respect other exhibitors. Exhibit shall not obstruct the view of adjoining exhibits nor be operated in a manner objectionable to other exhibitors. Devices like lighting, sounds, raffles, donations etc... should be approved in advance by the organizing company.
- 11-The Exhibitor must not transfer, dispose of, part wither otherwise sublet the whole or any part of his exhibition space, whether for financial consideration or otherwise. The Exhibitor must, if he's an agent, distributor or licensee, state at the time of application the names of the principals to be represented. This doesn't prohibit an Exhibitor displaying the products of a principal for whom he becomes a distributor or licensee after the time of application, with the prior written permission of the organizing company.
- 12-The exhibitor is not allowed to dismantle the stand unless the exhibition is over. A representative of the exhibiting company should be present during all the phases of the exhibition as well as during the installation and dismantling of the stands.
- 13-The publisher of the catalogue, the organizing company, its employees, its agents or sponsors will not be responsible for any errors or omissions on copy prepared and submitted by the advertiser or exhibitor.
- 14-The organizing company is not responsible for any theft, defect, loss, damage or any accident toward any person or thing. Guards will be assigned to watch the exhibition 24/24 but the Organizing company is not required to assure guarantees against any accident although it assures precautions against any kind of loss.
- 15- Any loss, damage or delay resulting from any act and which prohibits the exhibition to be held does fall neither on the Organizing company's responsibility, nor on its sponsors or agents. Should the event be cancelled, the organizing company agrees to refund the exhibitor the sum he has already paid to it. For any modification of the date/ place , the agreement signed remains valid. Moreover, the organizing company is not responsible for any conflict that could occur between the exhibitor and the host country, sponsors or agents, and all the charges and fees paid to the organizing company shall remain its property.
- 16 - Neither the Organizing company nor its agents or representatives are responsible for any loss or damage that occurs in the goods shipment to and from the country where the exhibition will be held and which falls entirely on the Exhibitor's responsibility.
- 17- The Exhibitor expressly acknowledges that no representations – whether oral or in writing – expressed or implied – have been made concerning the amount of business to be gained from the exhibit, its success or that the Organizing company or any of their subsidiaries or affiliates, employees or other entities allied with them have made any guarantees or assurances concerning the exhibition. Exhibitors further acknowledges that this document constitutes the entire agreement and that the rules and regulations in this contract bind them with the Organizing company and could not be modified neither verbally nor in writing and under any condition.
- 18- Lebanese Law shall govern this agreement. Any litigation between the parties submits to the jurisdiction of Lebanese Courts.

Signature & Stamp