



Moody Global Ministries | February 5–9, 2018

FOUNDER'S WEEK CONFERENCE

Founder's Week is Moody Bible Institute's largest and most visible event of the year, with approximately 20,000 attendees throughout the week and over 25,000 digital attendees and many, many more listening on the Radio. Founder's Week 2018 continues Moody's reputation for equipping people with the truth of God's Word across the globe, cultures, and generations. Open to the public, this spiritually enriching week provides the opportunity to learn from today's foremost Christian teachers and leaders through morning, afternoon, and evening sessions. Main speakers include J.D. Greear, Ralph Douglas West, Matt Chandler, Anne Graham Lotz and of course, Dr. Paul Nyquist, Moody's 9th president.

The Exhibit Hall will be located in The Moody Church for all evening sessions. You can extend your conference presence to the morning and afternoon sessions at Moody Bible Institute with an on-campus kiosk in the Alumni Student Center lobby. Daytime sessions are well attended by Moody students, Moody Alumni and also by Founder's Week visitors and guests. Attendees connect, not only with Moody's ministries, but with event sponsors on display in the Exhibit Hall, on campus and advertised in the program booklet

Sponsorship Opportunity

As a Founder's Week sponsor, you will have the opportunity to promote your organization and/or product to tens of thousands of attendees in person with an exhibitor space, through a half- or whole-page advertisement in our conference program, and to hundreds of thousands of online visitors.

Added Benefits

- Founder's Week has a consistent and loyal following, drawing on 41,000 alumni, plus pastors and ministry leaders
- Increase familiarity and recognition of your organization and products
- Decision makers will view your ad all week long
- Meet and network with new clients and customers
- Reconnect with current clients and customers
- Promote new and existing products

Options

Gold Sponsorship (2 available)—\$12,500

Package includes:

- Premium Booth Space
 - a. Premium Location
 - b. 10 ft. x 6 ft. booth space
 - c. 6 ft. table
 - d. 8 ft. pipe and drape backdrop
 - e. Electric power
 - f. Two chairs
 - g. Wireless internet access
- 2 Sponsored E-Blasts (pre & post event)
- Slide to roll through at each session every day of the event

- 1- Full page ad in the Founder's Week Notebook
- Carousel banner Ad on Moody Radio Website for 1 month prior to the event
- On Campus Kiosk

Silver Sponsorship (5 available)—\$1,750

Package includes:

- Booth Space
 - a. 10 ft. x 6 ft. booth space
 - b. 6 ft. table
 - c. 8 ft. pipe and drape backdrop
 - d. Electric power
 - e. Two chairs
 - f. Wireless internet access
- Half Page ad in Founder's Week Notebook
- Slide rotated through 2 full days of the event

Bronze Sponsorship (5 available)—\$1,375

Package includes:

- Booth Space
 - a. 10 ft. x 6 ft. booth space
 - b. 6 ft. table
 - c. 8 ft. pipe and drape backdrop
 - d. Electric power
 - e. Two chairs
 - f. Wireless internet access
- Slide Rotated through 1 full day of the event

A La Carte Opportunities

- On-Campus Kiosk -\$1,000
- Sponsored e-blasts - \$1,500
- Half Page Ads in Founder's Week Notebook- \$375
- Sponsor Music Students Dinner and get a few minutes to speak with them before dinner- \$300

Sponsorship Application

STEP 1: Contact Information

Organization (*exactly as you wish it to appear in the printed program and on your exhibit sign*)

Contact Name (first, last): _____

Title: _____

Phone: _____

Street Address: _____

City, State, Zip: _____

Email Address: _____

Website: _____

Official representative(s) at the conference (*if different from above*)

Name (first, last): _____

Name (first, last): _____

Name (first, last): _____

Name (first, last): _____

STEP 2: Exhibitor Space

Circle all that apply.

- Gold Sponsorship (\$12,500)
- Silver Sponsorship (\$1,750)
- Bronze Sponsorship (\$1,375)

STEP 3: A La Carte Opportunities

Circle all that apply.

- On-Campus Kiosk -\$1,000
- Sponsored e-blasts - \$1,500
- Half Page Ads in Founder's Week Notebook- \$375
- Sponsor Music Student Dinner- \$300

STEP 4: Total Amount Due

Exhibitor Space: *Total from Step 2* \$ _____

A La Carte Opportunities: *Total from Step 3* \$ _____

Total Amount Due \$ _____

STEP 5: Payment Information

(50% due at signing and 50% 30 days before event.)

Please send check to:

Moody Bible Institute
Attn. Moody Conferences
820 N. LaSalle Blvd
Chicago, IL 60610

To pay by credit card, please call (312) 329-4485.

Information and Questions

Contact the Sponsorship Team
(312) 329-4485
sponsors@moody.edu

Advertisement specs are attached. Please complete and return the Sponsorship Application. Send all graphic files to sponsors@moody.edu

***Graphic files must be received no later than
November 30, 2017***

Terms and Conditions for Exhibitors

These Terms and Conditions for Exhibitors are valid for each exhibitor registered to attend the Moody Bible Institute's Founder's Week 2018 on February 5-9, 2018 (the "Event"). By registering for the Event you are agreeing to these terms, which together with the Event Sponsorship Application (the "Application"), form a legally binding contract between The Moody Bible Institute of Chicago ("MBI") and the registered exhibitor ("Exhibitor" or "You").

1. **Payment Terms.** Applications must be signed and returned with full payment in the form of check payable to The Moody Bible Institute of Chicago, together with the COI specified in Section 5 below, in order to secure space. Exhibitor should mail the check to the following address: 820 N. LaSalle, Blvd. Attn: Moody Conferences Chicago, IL 60610
2. **Cancellations.** All cancellations must be submitted in writing to sponsors@moody.edu. No refunds are granted after January 5, 2018.
3. **Booth Dimensions.** Booth dimension options are as follows (check applicable box):
 - a. Premium Booth Spaces are 10ft. by 12 ft.
 - b. All other Booth Spaces are: 10 ft. x 6ft.
 - c. On Campus Kiosks are: 6ft. tables
4. **Exhibitor Responsibilities and Conduct.** Exhibitor must ensure that:
 - a. The booth is fully staffed and continually kept open throughout the course of the Event. Exhibitor's use and occupancy of the booth space at the Event is a material obligation of Exhibitor and is of the essence of this Agreement. If the booth space is not occupied by the time deadline set by MBI, the booth space may be repossessed by MBI for any purpose it may see fit without in any way releasing Exhibitor from its obligations under this Agreement.
 - b. Walkways are kept clear and the space is kept clean and tidy and free from rubbish at all times.
 - c. The Exhibitor's display does not obstruct the view or conceal other exhibits.
 - d. MBI reserves the right to disallow promotion of any product or service at the Event or insertion of any Marketing Materials at the Event if doing so may subject MBI to liability under federal or state law, would tend to degrade MBI or MBI's agents in public or bring MBI or MBI's agents into public hatred, public disrepute, contempt, scorn, or ridicule, or if the Marketing Materials, products, or services are identified as offensive to good taste, contain fraudulent or misleading statements, make attacks of a personal nature, are overly competitive, refer abusively to the goods or services of others, or, in MBI's sole discretion, tend to shock, insult or offend the community, morals as defined by the public or by scripture, or Biblical virtues, or contradict MBI's doctrinal statement and/or beliefs available at <https://www.moodyglobal.org/beliefs/>.
 - e. Exhibitor shall comply with all U.S. Federal, State and local laws, including, without limitation, all applicable fire and safety laws and regulations and Americans with Disabilities Act of 1990, as amended, and shall obtain all required permissions under such laws and from MBI.
 - f. Exhibitor representatives shall: (i) be limited to Exhibitor's employees and authorized representatives who are 18 years of age or older; (ii) dress and conduct themselves in an appropriate and professional manner; (iii) not engage in harassment or any other conduct that tends to shock, insult or offend the community, morals as defined by the public or by scripture, or Biblical virtues, or that contradicts MBI's doctrinal statement and/or beliefs (see link above). Exhibitor understands that its Event representatives are subject to MBI's Title IX Policy and Complaint Procedure available at <https://www.moody.edu/about/reports-and-policies/title-ix/>. MBI reserves the right to determine, in its sole discretion, whether the character and/or attire of Exhibitor's representatives is acceptable, to eject any person not exhibiting acceptable behavior or attire from the Event premises, and to limit the number of Exhibitor's representatives in the booth space.
5. **Insurance.** The Exhibitor understands and agrees that MBI does not maintain insurance covering the Exhibitor's liability or property. Throughout the duration of the Event, the Exhibitor agrees to maintain at its sole cost and expense insurance meeting the requirements attached hereto as **Exhibit A** and incorporated by reference herein. Exhibitor agrees to provide MBI with a certificate of insurance ("COI") evidencing such insurance requirements with the Application.
6. **Advertising.** If Exhibitor purchases any Marketing Opportunity included in the Application ("Marketing Opportunity"), the following terms apply to such Marketing Opportunity:
 - a. Exhibitor hereby grants to MBI a non-exclusive license to use, print, publish, display, transmit, publicly perform, reproduce, and distribute any and all materials provided by Exhibitor to MBI for the Marketing Opportunity, including without limitation, any trademarks, service marks, or other marks or indicia included in such marketing materials (collectively, "Marketing Materials") for MBI to satisfy its obligations with respect to such Marketing Opportunities and as set forth under the applicable Marketing Opportunity in the Application.
 - b. Exhibitor represents and warrants that Exhibitor is the sole owner of all right, title and interest in said Marketing Materials and: (i) Exhibitor is not under any disability, restriction, or prohibition, whether contractual or otherwise with respect to Exhibitor's right to execute this Agreement, to grant the rights granted hereunder, to perform each and every term and provision required to be performed by Exhibitor

hereunder; (ii) Exhibitor is the sole owner of the Marketing Materials; (iii) the Marketing Materials, the products and services to be marketed and sold by Exhibitor at the Event, and all rights granted to the MBI herein, in no way violate or infringe upon any common law or statutory right of any person, firm, corporation, including without limitation contractual rights, copyrights, trademarks, and rights of privacy, publicity and/or false light, is not libelous or defamatory, and that statements purporting to be facts are true; and (iv) no payment by MBI to any third party is required based on distributing the Marketing Materials. The foregoing warranties and representations shall survive the termination of this Agreement.

- c. Exhibitor shall provide MBI with the Marketing Materials in the format requested by MBI on or November 30, 2017. (“Graphic Files Deadline”). The subject matter, form, size, wording, illustration and typography of the Marketing Materials shall be subject to the approval of MBI, in MBI’s sole discretion. Where material furnished by the Exhibitor does not conform to MBI’s specifications for subject matter, form, size, wording, illustration and typography, MBI shall notify Exhibitor of such non-conformance and provide instructions to Exhibitor to correct such Non-Conformance. If Exhibitor fails to correct such Non-Conformance prior to the Deadline for Marketing Materials, MBI shall have no obligation to provide Exhibitor the Marketing Opportunity with respect to the Marketing Materials.
7. **Photography.** The film, photography, and other recording rights for the Event are reserved exclusively to MBI, and Exhibitor agrees that it shall not film, photograph, or otherwise record or capture permanently the Event in any form, format, or media, without MBI’s prior written consent.
8. **Limitation of Liability.** In no event will MBI be liable for any indirect, incidental, special or consequential damages, including loss of profits, revenue, data, or use, incurred by either party or any third party, whether in an action in Agreement or tort, even if MBI or any other person has been advised of the possibility of such damages. In no event will MBI’s total liability to Exhibitor exceed an amount equal to the total fees paid to MBI under this Agreement.
9. **Cancellation.** MBI may cancel the Event and/or terminate this Agreement at any time upon prior written notice to Exhibitor. If the Event is cancelled by MBI for its convenience, Exhibitor will receive a full refund of any deposits paid under this Agreement. MBI shall not be liable in damages for any delay or default in performing its obligations under this Agreement or for cancelling the Event if the delay, default, or cancellation is caused by conditions beyond its control, including, but are not limited to, acts of God, government restrictions, strikes, fires, floods, work stoppages, or acts or failures to act by third parties.
10. **Indemnification.** Exhibitor agrees to protect, indemnify, save, defend and hold harmless MBI, its officers, trustees, employees and agents (the “Indemnified Parties”), from and against any and all liabilities, obligations, claims, damages causes of action, costs and expenses, including reasonable attorneys’ fees, for which the Indemnified Parties may become obligated as a result of any accident, injury, death, loss or damage to property, arising from Exhibitor’s breach of any provision of this Agreement, actions of Exhibitor or Exhibitor’s officers, directors, employees, agents or representatives, or directly or indirectly in conjunction with or under, or as a result of Exhibitor’s participation in the Event.
11. **Miscellaneous.** These Terms and Conditions are governed by the laws of Illinois, without respect to conflict of law principles. The parties further stipulate to the exclusive jurisdiction in personam and venue of the State courts located in the City of Chicago, County of Cook, State of Illinois with respect to all disputes arising pursuant to this Agreement. This Agreement constitutes the entire understanding between the parties as to the subject matter hereof and supersedes any prior representations, warranties, understandings or agreements relating thereto whether written or oral, and may not be modified or amended except by a written agreement signed by the parties. Sections 9, 10, and 11 of this Agreement shall survive termination of this Agreement.

I have read, understand, and agree to the foregoing Terms and Conditions for Exhibitors.

Exhibitor: _____

Date: _____

Authorized Signature: _____

Printed Name and Title: _____

APPROVED

By MBI Legal (RKJ) as to Legal Form at 10:01 am, Sep 07, 2017

Exhibit A
Minimum Insurance Requirements

MINIMUM ACCEPTABLE INSURANCE REQUIREMENTS

During the term of the agreement with The Moody Bible Institute of Chicago, the consultant will, at its own expense, have in effect the coverages listed below. The consultant shall also require the same from any independent contractors engaged in the work.

Commercial General Liability:

- n Coverage should include premises operations, products and completed operations, broad form property damage, contractual liability, independent contractors, and personal and advertising injury with minimum limits of \$1,000,000 limit per occurrence for bodily injury and property damage; \$2,000,000 aggregate with defense outside the limits. Any aggregate limit must be unimpaired.
- n The policy shall include The Moody Bible Institute of Chicago and its subsidiaries, affiliates, officers, directors and employees as additional insureds under ISO form #CG2026 or its equivalent.
- n The coverage provided by the additional insured endorsement shall be primary without right of contribution by any coverage carried by The Moody Bible Institute of Chicago and its subsidiaries, affiliates, officers, directors and employees.
- n The policy shall include a waiver of subrogation endorsement in favor of The Moody Bible Institute of Chicago and its subsidiaries under ISO form #CG2404 (0509) or its equivalent.
- n The policy shall contain a severability of interest clause for all additional insureds with no cross suits liability exclusion.

Workers Compensation:

- n Workers compensation coverage: statutory limits required by all authorities having jurisdiction in locations in which the consultant operates, and in which the work required by the contract awarded is performed.
- n Employers liability coverage:
 - ▲ \$1,000,000 Bodily injury by accident – each accident
 - ▲ \$1,000,000 Bodily injury by disease – each employee
 - ▲ \$1,000,000 Bodily injury by disease – policy limit
- n The policy shall include a waiver of subrogation endorsement in favor of The Moody Bible Institute of Chicago and its subsidiaries under form #WC000313 or its equivalent.

Automobile Liability:

- n Coverage for all owned, leased, hired and non-owned vehicles with a combined single limit of \$1,000,000 for bodily injury and property damage.
- n The policy shall include The Moody Bible Institute of Chicago and its subsidiaries, affiliates, officers, directors and employees as additional insureds under ISO form #CA2048 or its equivalent.
- n The coverage provided by the additional insured endorsement shall be primary without right of contribution by any coverage carried by The Moody Bible Institute of Chicago and its subsidiaries, affiliates, officers, directors and employees.
- n The policy shall include a waiver of subrogation endorsement in favor of The Moody Bible Institute of Chicago and its subsidiaries.

MINIMUM ACCEPTABLE REQUIREMENTS (CONT.)

Umbrella Liability:

- n Coverage excess of general liability, auto liability and employers liability in an amount of at least \$5,000,000 per occurrence with defense outside the limit.
- n The policy shall include The Moody Bible Institute of Chicago and its subsidiaries, affiliates, officers, directors and employees as additional insureds up to the full limit of the policy.
- n The coverage provided by the additional insured endorsement shall be primary without right of contribution by any coverage carried by The Moody Bible Institute of Chicago and its subsidiaries, affiliates, officers, directors and employees.
- n The policy shall include a waiver of subrogation endorsement in favor of The Moody Bible Institute of Chicago.

Fiduciary/Professional Liability:

- n Fiduciary/Professional Liability insurance in the amount of not less than \$5,000,000 per occurrence and in the aggregate. Policy will be a claims-made program with any prior acts exclusion predating both the date of this agreement and any earlier commencement of services. Any aggregate limit must be unimpaired.
- n This coverage must be maintained for a period of 2 to 5 years after final completion of the work.

Cyber Liability including Privacy:

- n Privacy and Network Security Liability insurance (also known as Cyber Liability) in the amount of not less than \$5,000,000 per occurrence and in the aggregate. Such Privacy and Network Security Liability coverage will extend to both liability associated with a potential breach of personally identifiable information, as well as notification expenses associated with such a breach. Policy will be a claims-made program with any prior acts exclusion predating both the date of this agreement and any earlier commencement of services.
- n This coverage must be maintained for a period of 2 to 5 years after final completion of the work.

Conditions Applying to All Coverages:

- n All policies required should apply with a worldwide coverage territory and suits brought worldwide.
- n Any deductibles or self-insured retentions must be declared to and approved by The Moody Bible Institute of Chicago.
- n Any changes to the coverages required must be authorized in advance by The Moody Bible Institute of Chicago and be documented in writing.
- n The policies shall provide that 30 days prior written notice of cancellation (10 days for non-payment of premium) be given to The Moody Bible Institute of Chicago.
- n Certificates with copies of specified endorsements must be provided prior to the start of work and for renewal policies 10 days prior to the expiration date.
- n All liability policies for bodily injury and property damage shall be issued on the "occurrence" form.
- n All coverages must be in a company approved to do business in the state and carrying a rating of at least A X by A.M. Best's. Coverages for subcontractors must have a carrier rating of at least A- VIII by A.M. Best's.
- n Consultant shall be responsible for assuring that all subcontractors are properly insured and maintain the same coverages, terms, and conditions as required by this agreement.
- n The Moody Bible Institute of Chicago reserves the right to increase or expand these requirements when it deems prudent.
- n If any of the insurance required to be maintained by this contract is written with aggregate limits, Consultant shall actively monitor all claims, incidents and occurrences that may affect such insurance to assure that the application of the aggregate limit will not have the practical effect of reducing the minimum amount of insurance coverage that is available on a per occurrence or per claim basis. If, at any time, the full minimum per occurrence or per claim limit is not available for the payment of claims, or The Moody Bible Institute of Chicago or Consultant reasonably believes that such limits may not be available, Consultant shall take immediate steps to increase the aggregate limits as necessary to provide such coverage.

Website Logo Specifications

Logo must fit within
225 pixels x 175 pixels

Accepted formats:
JPEG, PNG, TIFF

Slide Specifications

Slide dimensions are
1920 pixels x 1080 pixels

Accepted formats:
JPEG or TIFF