



WITFOR

World Information Technology Forum



Sponsorship guidelines

Responsibility for the budget items for WITFOR 2009 is divided between IFIP and the National Organizing Committee. Therefore a distinction is made between WITFOR sponsors and WITFOR 2009 sponsors.

WITFOR sponsors:

- have a sponsorship relation with IFIP and sign a contract for this sponsorship with IFIP;
- pay the sponsor amount to an IFIP account and pay this amount in Euro.

WITFOR 2009 sponsors:

- have a sponsorship relation with the host country and sign a contract for this sponsorship with the National Organizing Committee of WITFOR 2009;
- pay the sponsor amount to an account of the National Organizing Committee (or deliver goods and / or services for the value of the sponsor amount, see examples of such contributions in kind at the end of these guidelines) and may pay this amount in US Dollars or Viet Nam Dong.

The sponsorship money, both from the WITFOR and the WITFOR 2009 sponsors, is firstly used to cover the cost of and increase the participation in the WITFOR 2009 conference. The reason to make a distinction between WITFOR and WITFOR 2009 sponsors is linked to the agreed division of responsibilities for the various budget items between IFIP and the National Organizing Committee.

The surplus of the national WITFOR 2009 account, if any, will be used for WITFOR-typed projects for the ICT development in Vietnam. The surplus of the IFIP WITFOR account, if any, will be used for WITFOR activities in general.

The International Steering Committee (ISC) and National Organizing Committee (NOC) will coordinate the search for WITFOR and WITFOR 2009 sponsors in the spirit of the agreed division of responsibilities for the various budget items and in order to have an effective and efficient sponsor approach.

Sponsorship categories

Category	Amount per event €(Euro)	Amount per event \$ (USD)*
Platinum WITFOR Sponsor	100.000	---
Gold WITFOR Sponsor	75.000	---
Silver WITFOR Sponsor	50.000	---
Platinum WITFOR 2009 Sponsor	---	100.000
Gold WITFOR 2009 Sponsor	---	50.000
Silver WITFOR 2009 Sponsor	---	40.000
Bronze WITFOR 2009 Sponsor	---	30.000
Mercury WITFOR 2009 Sponsor	---	10.000
Others	---	Under 10.000

What can sponsors expect:

Platinum WITFOR Sponsors

- One 30 minute speaker slot at the plenary sessions
- Name / logo mentioned on website, including a link to the website of the sponsor
- Name / logo mentioned in brochures and final program (distinctively)
- Marketing information in delegate satchel
- Exhibition booth (type A, details on exhibition are in a separate document)

Gold WITFOR Sponsors

- One 45 minute speaker slot at the parallel sessions
- Name / logo mentioned on website, including a link to the website of the sponsor
- Name / logo mentioned in brochures (prominently)
- Marketing information (limited) in delegate satchel
- Exhibition booth (type B, details on exhibition are in a separate document)

Silver WITFOR Sponsors

- Name / logo mentioned on website, including a link to the website of the sponsor
- Name / logo mentioned in brochures
- Exhibition booth (type C, details on exhibition are in a separate document)

Platinum WITFOR 2009 Sponsors

- One 30 minute speaker slot at the plenary sessions
- Name / logo mentioned on website, including a link to the website of the sponsor
- Name / logo mentioned in brochures and final program (distinctively)
- Marketing information in delegate satchel
- Exhibition booth (type A, details on exhibition are in a separate document)

Gold WITFOR 2009 Sponsors

- One 30 minute speaker slot at the parallel sessions
- Name / logo mentioned on website, including a link to the website of the sponsor
- Name / logo mentioned in brochures (prominently)
- Marketing information (limited) in delegate satchel
- Exhibition booth (type B, details on exhibition are in a separate document)

Silver WITFOR 2009 Sponsors

- Name / logo mentioned on website, including a link to the website of the sponsor
- Name / logo mentioned in brochures
- Exhibition booth (type C, details on exhibition are in a separate document)

Bronze WITFOR 2009 Sponsors

- Name / logo mentioned on website
- Name / logo mentioned in brochures

Mercury WITFOR 2009 Sponsors

- Name and website address in list on website and in the program brochure

Contributions in kind

Contributions in kind have to be valued and will be categorized in the list of sponsors as mentioned above. Guideline for valuation will be the market value. Examples:

- Delegate satchel
- Secretariat support
- Conference administration
- Social events
- Dinners, lunches and coffee breaks
- Travel and accommodation of invited/keynote speakers
- Travel and accommodation of commission co-chairs
- Local transport services
- Sponsorship of delegates from developing countries
- Printing of brochures and other material
- Distribution of brochures and other material
- Souvenirs for speakers
- Conference facilities, such as complimentary IP phone, internet café, badges,
- Video conferences
- Web-cast services
- Etcetera

Agreement / contract

Agreements will have to be signed with all sponsors indicating cash and services given. The name of the sponsor is announced only after these agreements have been signed.