



EFORT Congress 2024 & EPPP Activity

GENERAL TERMS AND CONDITIONS OF SPONSORSHIP AGREEMENTS ("GTC")

The European Federation of National Associations of Orthopaedics and Traumatology ("EFORT") is the organiser of the annual EFORT Scientific Congress. The next edition of the Congress will take place in 2024 in Hamburg, Germany from 22 to 24 May 2024 ("Congress 2024"). The venue of the Congress 2024 shall be Congress Center Hamburg (CCH), Congressplatz 1, 20355 Hamburg, Germany (CCH/The venue).

During the Congress 2024, the party to these GTC (the SPONSOR) has agreed to sponsor (i) an industry satellite activity, (ii) an exhibition space or (iii) an educational, marketing or promotional service – including EPPP 2023/2024 products (EFORT EDUCATIONAL PARTNERSHIP PROGRAMME).

1. SCOPE

These GTC govern the sponsorship relationship between EFORT and the SPONSOR (each individually a "party" and collectively the "parties") for activities undertaken by EFORT, its appointed partners and the SPONSOR in connection with the Congress 2024 & EPPP 2023/24 year (Oct 2023 – Sept 2024).

2. ELEMENTS OF THE SPONSORSHIP AGREEMENT AND DISCREPENCY

The sponsorship agreement between EFORT and the SPONSOR (the "Sponsorship Agreement") consists of (i) the duly signed order confirmation (as defined below) & (ii) these GTC.

APPLICABILITY AND DEVIATION

By submitting the online order through the EFORT Webshop portal, the SPONSOR accepts the conditions contained in these GTC. The parties may deviate from these GTC by written agreement only.

3. TYPES OF SPONSORING

The SPONSOR may, subject to the terms and conditions described herein choose one or more of three types of sponsorship for the Congress 2024 or EPPP (each individually a "sponsored item" or collectively the "sponsored items").

- ✓ Hosting of an industry satellite activity (for details see Industry Satellite Activities in the EFORT 2024 Sponsorship Brochure).
- ✓ Renting of an exhibition space for the duration of the congress 2024 (see Exhibition in the EFORT 2024 Sponsorship Brochure).
- ✓ Sponsoring of a specific educational, marketing or promotional activity (see marketing, promotional and advertising opportunities in the EFORT 2024 Sponsorship Brochure – including an EPPP 2023/24 educational activity).



The SPONSOR shall choose among the Sponsored Items within their respective classification ("All Products" for the entire portfolio of items or filtered by activity such as "Congress") or other specific order forms as provided by EFORT (*EEPP, onsite orders etc*). EFORT will then raise the invoice, payable by the SPONSOR within the given deadline.

3.1 Industry Satellite Activities

The SPONSOR may host *an industry satellite activity* only if for the Congress 2024 it also concludes a Sponsorship order for (i) *renting of an exhibition space* (see section 4.2 below) or (ii) a different sponsorship of at least equivalent value to the smallest available exhibition space.

3.1.1 Application Steps

- Access the EFORT Webshop portal - <https://efort.odoo.com/> - directly or from the congress 2024 section of the EFORT website at <https://congress.efort.org/>.
- Complete and submit the chosen and selected **industry satellite symposia products** of the SPONSORS choice – completing any requested details.
- The submitted "order" will be received and checked and an acknowledgement sent back to the SPONSOR by EFORT within 5 working days for the SPONSORS reference.
- Upon receipt of the acknowledgement from EFORT the SPONSOR has a further 5 working days to query any details of the order with EFORT.
- EFORT will then raise and send the corresponding invoice to the SPONSOR for payment within the defined payment period.
- **NOTE:** Failure by the SPONSOR to query the order within 5 working days may result in any amendments to the order no longer being possible.

→ Early Bird Benefits

Signed applications received before 04 October 2023 will benefit from:

- ✓ Option to pay in two instalments: 70% upon application and 30% by 31 January 2024 – and the rates at published priority application rates.
- ✓ Free promotional satellite electronic mailing for those companies having confirmed a satellite.
- ✓ Free web listing and link to SPONSORS website from the EFORT website starting from February 2024 until the end of the Congress 2024.
- ✓ Other benefits as detailed online in the "Priority Benefits" section of the congress website.

3.1.2 Preliminary Confirmation

All applications received will be processed on a first come, first served basis subject to availability at standard published 2024 rates and within 5 working days.

If within the additional 5 days granted to the SPONSOR to query the confirmation order from EFORT, no query is forthcoming, EFORT will initiate the invoicing process.

3.1.3 Payment and Final Confirmation

By submitting the order, the SPONSOR confirms that they have read, understood and agreed to these Terms and Conditions. After the 5-day query period, EFORT will then raise the invoice, payable by the SPONSOR within the given deadline.



3.1.4 Submission and Acceptance of the SPONSORS Industry Satellite Activity Content

If not already provided with the initial application the SPONSOR must submit the full details of the speakers and programme content to EFORT by no later than 28 February 2024 to ensure that the industry satellite activity is correctly listed in any official communications. This information can only be submitted using the **Industry Satellite content submission form** provided by EFORT.

The SPONSOR acknowledges and accepts that it will bear the risk that any information not submitted within this deadline or not submitted using the content submission form may not be included in official communications about the final congress programme or any other congress 2024 communications.

Once submitted, the Congress 2024 Scientific Programme Committee will review the SPONSORS speakers and programme and content and by email either provide (i) confirmation of acceptance or (ii) feedback of any necessary changes in order to secure approval.

3.1.5 Continuing Medical Education/CME Accredited Educational Programmes

In accordance with the EACCME/UEMS guidelines, EFORT does not provide CME/CPD credits for industry sponsored activities. Please refer to the EACCME or ACCME guidelines and the Standards for Commercial Support of Continuing Medical Education (available at <https://www.accme.org/> and <https://eaccme.uems.eu/>).

3.1.6 Activities Outside the Congress Venue

SPONSORS are not allowed to host any form of educational satellite activity outside the 2024 Congress Venue during the Congress 2024 dates. Any SPONSOR found in breach of this provision will be invoiced for the amount that would have been due for the corresponding sponsored item. EFORT reserves the right to enforce any and all of its legal rights against such a SPONSOR.

3.1.7 Cancellation

A SPONSOR may withdraw its application for an industry satellite activity in writing prior to 31 December 2023 and will receive a refund of 70% of the amount paid within 60 working days. The withdrawal of an application received after 31 December 2023 will not entitle the SPONSOR to any refund. Should the agreed sums have not yet been collected by EFORT then the SPONSOR remains legally obliged to make the appropriate and invoiced payment in accordance with the preceding timings and reimbursement schedule.

3.2 Exhibition

3.2.1 Application Steps

- Access the EFORT web shop portal - <https://efort.odoo.com/> - directly or from the congress 2024 section of the EFORT website at <https://congress.efort.org>.
- Complete and submit the chosen and selected **exhibition products** of the SPONSORS choice – completing any requested details.
- The submitted “order” will be received and checked and a confirmation sent back to the SPONSOR by EFORT within 5 working days.
- Upon receipt of the confirmed order from EFORT the SPONSOR has a further 5 working days to query any details of the order with EFORT.

EFORT General Terms & Conditions of Sponsorship

www.efort.org



- EFORT will then raise and send the corresponding invoice to the SPONSOR for payment within the defined payment period.
- **NOTE:** Failure by the SPONSOR to query the order within 5 working days may result in any amendments to the order no longer being possible.

3.2.2 Early Bird Benefits

Signed applications received before 04 October 2023 will benefit from:

- ✓ Guaranteed one of your three choices of location.
- ✓ Option to pay in two instalments: 70% upon application and 30% by 31 January 2024 – and the rates as published.
- ✓ 5% discount if 3 or more sponsorship items confirmed – as detailed in the priority benefits section of the website.
- ✓ Free **one full access pass** to attend all sessions - as detailed in the *Congress Exhibitor and Sponsorship brochure*.
- ✓ Free access to the online Exhibitors database listing - <https://congress.efort.org/exhibitors> - including 2 additional product links to link to your website from the EFORT website starting from February 2024 until the end of the Congress 2024.
- ✓ Other benefits as detailed online in the “priority benefits” section of the congress website.

3.2.3 Preliminary Confirmation

All applications received will be processed on a first come, first served basis subject to availability at standard published 2024 rates and within 5 working days. If within the additional 5 days granted to the SPONSOR to query the confirmation order from EFORT, no query is forthcoming, EFORT will initiate the invoicing process.

NOTE: Any later changes after the 5-day to the SPONSORS booking can no longer be guaranteed and additional changes may be subject to a penalty (5% of the total sqm cost).

3.2.4 Payment and Final Confirmation

By submitting the order, the SPONSOR confirms that they have read, understood and agreed to these Terms and Conditions. After the 5-day query period, EFORT will then raise the invoice, payable by the SPONSOR within the given deadline.

3.2.5 Cancellation

A SPONSOR may withdraw its application for an exhibition space activity in writing prior to 31 December 2023 and will receive a refund of 70% of the amount paid within 60 working days. The withdrawal of an application received after 31 December 2023 will not entitle the SPONSOR to any refund. Should the agreed sums have not yet been collected by EFORT then the SPONSOR remains legally obliged to make the appropriate and invoiced payment in accordance with the preceding timings and reimbursement schedule.



3.3 Educational, Marketing and Promotional Activities (Sponsorship) and/or EEPF activities

3.3.1 Application Steps

- Access the EFORT Webshop portal - <https://efort.odoo.com/directly> - or from the congress 2024 section of the EFORT website at <https://congress.efort.org/>.
- Complete and submit the chosen and selected **sponsorship and/or EEPF activity products** of the SPONSORS choice – completing any requested details.
- The submitted “order” will be received and checked and confirmation sent back to the SPONSOR by EFORT within 5 working days for the SPONSORS reference.
- Upon receipt of the confirmed order from EFORT the SPONSOR has a further 5 working days to query any details of the order with EFORT.
- After the 5-day query period, EFORT will then raise and send the corresponding invoice to the SPONSOR for payment within the defined payment period.
- **NOTE:** Failure by the SPONSOR to query the order within 5 working days may result in any amendments to the order no longer being possible – or subject to a penalty administration fee (5% of the total cost).

3.3.2 Confirmation

All applications will be processed on a first come, first served basis subject to availability at standard published 2024 rates and within 5 working days.

NOTE: Subject to the Educational activity chosen, the SPONSOR may receive additional email communications from EFORT alongside confirmation of the acceptance of its educational, marketing, promotional or EEPF activity. This may include additional supporting information (or a separate agreement if needed by EFORT). The SPONSOR must provide any supporting information requested by EFORT in a timely manner for realization of this activity.

3.3.3 Payment

By submitting the order, the SPONSOR confirms that they have read, understood and agreed to these Terms and Conditions. After the 5-day query period, EFORT will then raise the invoice, payable by the SPONSOR within the given deadline.

3.3.4 Cancellation

A SPONSOR may withdraw its application for an educational, marketing or promotional activity in writing prior to 31 December 2023 and will receive a refund of 70% of its amount paid within 60 working days. The withdrawal of an application received after 31 December 2023 will not entitle the SPONSOR to any refund. Should the agreed sums have not yet been collected by EFORT then the SPONSOR is still legally obliged to make the appropriate and invoiced payment in accordance with the preceding timings and reimbursement schedule.

EFORT General Terms & Conditions of Sponsorship

www.efort.org



4. NO EXCLUSIVITY

These GTC and any Sponsorship agreements do not contain any exclusivity rights of any kind whatsoever in favour of the SPONSOR.

5. PAYMENT TERMS

The SPONSOR shall pay EFORT the total amount due in one instalment by bank transfer into the bank account specified below (unless a different account is specified in an invoice issued by EFORT) and such bank transfer must cover all fees applied by the sending and receiving bank. Any amount due to EFORT will be unless otherwise specified in an EFORT invoice due and payable within thirty (30) days from the date of the invoice.

In exceptional cases where **credit card payments** are agreed in advance with EFORT then a transaction charge of 5% will automatically be included.

Account details:

Bank:	UBS SA, Geneva, Switzerland
Account number:	225-817334.01Y
SWIFT/BIC:	UBSWCHZH80G
IBAN:	CH740022522581733401Y

Unless otherwise agreed in writing by the parties, any amount due excludes all sales, use, value-added, customs, excise and other taxes, duties or governmental assessments.

6. USE OF SPONSORED ITEMS AND RIGHT OF INSTRUCTION

In relation to and for the duration of the Congress 2024 and for any preparatory and follow up work relating to the Congress 2024 or EEP 2023/2024 year.

- The SPONSOR shall present, display or otherwise use its brands, trademark, logos etc. as well as the sponsored items only in such a way as shall be deemed appropriate at the sole discretion of EFORT.
- The SPONSOR may use the provided congress logos and images from the online EFORT RESOURCE CENTER for their own promotion - though the images must not be adapted in any way **as otherwise the SPONSOR will be subject to a breach of logo penalty.**
- The SPONSOR shall follow all instructions given by EFORT regarding any activities of the SPONSOR at the congress venue.
- EFORT is, at its sole discretion, authorised to present, display, make, sell or otherwise use all sponsored items it deems appropriate.
- The SPONSOR hereby grants EFORT a non-exclusive royalty free license to use its sponsored items as described above and hereby represents and warrants that it has all the necessary legal rights to grant EFORT such a license.



7. CONGRESS 2024 CANCELLATION (Force Majeur)

If the Congress 2024 is cancelled for any reasons beyond the reasonable control of EFORT (Force Majeur), EFORT shall, at its sole discretion provide an equivalent sponsorship item for the sponsor at the next available EFORT congress, with no further amount being due from the SPONSOR, whereby equivalence is determined by EFORT at its sole reasonable discretion or (ii) refund eighty percent (80%) of the amount paid by the SPONSOR, subject to deduction of any amounts that may already have been paid by EFORT to any third parties in relation to the Congress 2024, whereby such amounts already paid by EFORT to third parties shall be distributed among all SPONSORS relative to the total amount paid by each individual SPONSOR.

8. LIABILITY AND INDEMNIFICATION

The SPONSOR acknowledges and agrees that the venue and the exhibition booth space will be under the sole control and custody of the Congress 2024 venue, **in accordance with its contractual obligations toward EFORT and its appointed partners as the organisers of the Congress 2024. Therefore, EFORT is in particular not** responsible for maintaining the venue, any security measures or for storage and safety of any items left in the venue during the Congress 2024.

Neither EFORT nor any members of any Organising Committees for the Congress 2024 will be liable (barring willful misconduct or gross negligence) for any direct or indirect damages resulting from damage, loss or confiscation of sponsored items, exhibition materials or other third-party objects or from any form of injury resulting from the set-up, maintenance, operation or clean-up of the exhibition space or any other form of realisation of any sponsored items.

The SPONSOR shall be solely liable for any damages resulting from the set-up, maintenance, operation or clean-up of its exhibition space and for any damages resulting from the activities of the SPONSORS employees or auxiliaries during the Congress 2024. The SPONSOR shall contact the Venue directly regarding any particular needs the SPONSOR may have in relation to the venue and sponsored items or any questions the SPONSOR may have in relation to the venue and the sponsored items or any questions the SPONSOR may have in particular but not limited to insurance or security matters.

The SPONSOR hereby confirms that they should at all times during the Congress 2024 comply with all applicable laws, administrative rules and regulations and procure any and all licenses or permits required for the realisation of the sponsorship items. This includes (but is not limited to) compliance with all obligations relating to import and export licences, the contents of all exhibition materials, advertisement and unlawful competition, fire regulations, environmental protection, third party intellectual property rights, etc. Furthermore, the SPONSOR shall comply at all times with the general regulations of the users of the Venue that are referenced here as SCHEDULE A and are available on request.

The SPONSOR agrees to indemnify, defend and harmless EFORT for any claims that are brought against EFORT by the congress venue or any third party arising out of or relating to the SPONSORS violation of any applicable laws, administrative rules or regulations (including but not limited to and third-party intellectual property rights), or any unauthorised use of any sponsored items during or in connection with the Congress 2024.

EFORT General Terms & Conditions of Sponsorship

www.efort.org



9. APPLICABLE LAW & DISPUTE RESOLUTION

The Sponsorship Agreement shall in all aspects be governed by substantive Swiss law. The United Nations Convention on the International Sale of Goods (CISG) shall not apply). Any and all conflicts, disputes or disagreements arising under, out of or relating to the Sponsorship Agreement and any subsequent amendments to the Sponsorship Agreement, including, without limitation, its formation, scope, validity, binding effect, interpretation, performance, breach or termination, as well as any non-contractual claims or intellectual property claims, which the parties have not been able to settle amicably, shall be resolved exclusively by expedited arbitration in accordance with the World Intellectual Property Organisation Arbitration and Mediation Center (the "WIPO Center")'s Rules for expedited arbitration in effect at the date of such disagreement or dispute. The language to be used in all proceedings shall be English. The place of any arbitration shall be Geneva, Switzerland. All proceedings shall be administered by the WIPO Center.

10. MISCELLANEOUS

These GTC and any Sponsorship Agreement may not be assigned, changed or amended by either Party without the duly authorized written consent of the other party. The original language is English. In case these GTC or any Sponsorship Agreement has been translated into any other language, the terms of the Agreement shall be construed in accordance with the original English text. The persons executing the Sponsorship Agreement represent and warrant that they have the legal authority to execute it on behalf of their respective party.

SCHEDULE A

*If needed, please refer to the Document entitled "**General regulations for the users of the CCH Exhibition and congress venue**" which are available on request.*