



Cell Free Systems Conference Sponsorship Opportunities

December 4-6, 2019 • Boston, MA

Presented by the Society of Biological Engineering (SBE), the Cell Free Systems Conference will focus on understanding, harnessing and expanding the capabilities of biological systems without living intact cells.

Conference Chairs

- William Blake, Sherlock Biosciences
- Michael Jewett, Northwestern University
- Vincent Noireaux, University of Minnesota

Topics Include:

- Manufacturing
- Discovery
- Prototyping and Characterization
- Diagnostics and Sensors
- Education
- Integration of in vitro Systems and Evolution
- Build a cell

Organizing Committee

- Kate Adamala, University of Minnesota
- Bradley Bundy, Brigham Young University
- Neha Kamat, Northwestern University
- Andrew Ellington, University of Texas
- Elisa Franco, University of California, Los Angeles
- Paul Freemont, Imperial College London
- Emily Leproust, Twist Bioscience
- Julius Lucks, Northwestern University
- Matthew Lux, Department of Defense
- Richard Murray, California Institute of Technology
- Keith Pardee, University of Toronto
- Elizabeth Strychalski, National Institute of Standards and Technology
- Zachary Sun, Tierra Biosciences
- Melissa Takahashi, California State University
- Takuya Ueda, Waseda University, Tokyo
- James Zawada, Sutro Biopharma

Overall Sponsorship Recognition

	Platinum	Gold	Silver	Bronze	Aluminum
Company logo on general sponsor signage	✓	✓	✓	✓	✓
Company logo on conference website	✓	✓	✓	✓	✓
Company logo in promotional emails	✓	✓	✓	✓	✓
Post-meeting attendee list	✓	✓	✓	✓	✓
Complimentary registrations	6	4	2	1	
Exhibit space	✓	✓	✓		
Advertisement in program book	Full page	Full page	Half page		

Sign up as a sponsor today by contacting Pat Brennan
Email: patrb@aiche.org Phone: 646-495-1332



Why Sponsor?

Sponsoring this conference shows your company's support and leadership in developing and applying cell free technologies. It allows you to connect and communicate your message with experts and leaders working in this field. Exhibiting allows you to directly interact with conference attendees and educate them on how your products and services can assist their research efforts.

All levels of sponsorship are customizable to meet your budget and goals for the meeting. Please do not hesitate to ask if you are interested in alternate means of recognition. All sponsorships include the core benefits outlined below. The base packages are described in the table on this page and the following page.

Sponsorship Package Details and Exclusive Options

At each sponsor level there are several options for recognition listed on the following pages. In addition to the overall sponsorship recognition, sponsors will receive exclusive branding opportunities based on the package chosen with each sponsorship level.

All sponsors receive:

- Recognition
 - On general sponsors signage
 - On the conference website
 - In promotional emails
- Post meeting attendee list

Platinum - \$10,000 USD
<ul style="list-style-type: none"> • 6 complimentary meeting registrations • Exhibit space • Full page, color ad in premium location of the conference program book
<i>Includes two of the following options (as available)</i>
<ul style="list-style-type: none"> • Promotional item with company logo distributed to all attendees (lanyards, notepads, bags, etc.) • Exclusive branding during one conference lunch • Exclusive branding during one conference session • Exclusive branding during one conference coffee break
Gold - \$7,500 USD
<ul style="list-style-type: none"> • 4 complimentary meeting registrations • Exhibit space • Full page, black & white ad in the conference program book
<i>Includes one of the following options (as available)</i>
<ul style="list-style-type: none"> • Promotional item with company logo distributed to all attendees (lanyards, notepads, bags, etc.) • Exclusive branding during one conference lunch • Exclusive branding during one conference session • Exclusive branding during one conference coffee break

Sign up as a sponsor today by contacting Pat Brennan
 Email: patrb@aiche.org Phone: 646-495-1332



Silver - \$5,000 USD
<ul style="list-style-type: none">• 2 complimentary meeting registrations• Exhibit space• Half page, black & white ad in the conference program book
<i>Includes one of the following options (as available)</i>
<ul style="list-style-type: none">• Exclusive branding during one conference lunch• Exclusive branding during one conference session• Exclusive branding during one conference coffee break
Bronze - \$2,500 USD
<ul style="list-style-type: none">• 1 complimentary meeting registration
<i>Includes one of the following options (as available)</i>
<ul style="list-style-type: none">• Exclusive branding during one conference session• Exclusive branding during one conference coffee break
Aluminum - \$1,500 USD
<ul style="list-style-type: none">• General sponsor recognition

Exhibit Space - \$2,500 USD

Includes:

- 1 complimentary registration
- Electricity
- Company ID Sign
- 1 skirted table (6' long x 2' wide x 2.5' high)
- 2 chairs
- Wastepaper basket

Sign up as a sponsor today by contacting Pat Brennan
Email: patrb@aiche.org Phone: 646-495-1332



Sponsorship Reservation Form

Contact Information

Name (First/Given Last/Family): _____ Position Title: _____

Company Name (as you wish it to appear): _____

Physical Mailing Address: _____

City, State, Postal Code, Country: _____

Telephone: _____ Email: _____

Web Address (your logo will link to this url on the conference website): _____

Signature Required for Sponsorship Confirmation

By signing below you acknowledge that you have read and agree to abide by the terms and conditions enclosed in this sponsorship prospectus.

Signature: _____ Date: _____

Sponsorship/Exhibit Level

Please indicate your selected sponsorship level: _____

Indicate your selected benefits (see previous pages for options): _____

Amount (total amount of your selected sponsorship and/or exhibit product(s): _____

Payment

Select Choice of Payment: Check or Money Order Payable to AIChE/Invoice Credit Card Wire Transfer

For Check or Money Order/Invoice Indicate PO# (if required for invoice): _____

For Credit Card

American Express Mastercard Visa Discover Diner's Club

Name (as it appears on card): _____ Account Number: _____

Expiration Date: _____ Billing Postal Code of Card: _____

Signature Required for Payment by Credit Card: _____ Date: _____

Completed forms can be emailed to patrb@aiche.org, faxed to 646-495-1501, or mailed to:
American Institute of Chemical Engineering, Attn: Pat Brennan, 120 Wall Street, 23rd Floor, New York, NY 10005

Sign up as a sponsor today by contacting Pat Brennan
Email: patrb@aiche.org Phone: 646-495-1332



Sponsor Terms and Conditions

1. Acceptability of Exhibits All exhibits shall serve the interests of the members of AIChE and shall be operated in a way that will not detract from other exhibits or from the Exhibition. Exhibit Management determines acceptability of persons, things, conduct and/or printed matter and reserves the right to require the immediate withdrawal of any exhibit which is believed to be injurious to the purpose of the Association. All exhibits will remain within space described. In the event of such restriction or eviction, AIChE is not liable for any refund of exhibit fees, or any other exhibit-related expense.

2. Sponsorship Packages Standard sponsorship package details can be found in the meeting sponsorship prospectus. Any custom sponsorship packages will be agreed to in writing between the American Institute of Chemical Engineers (AIChE) and Sponsor.

3. Payment Full payment must accompany the exhibitor and sponsor reservation unless a special payment arrangement has been approved by AIChE and attached to this agreement. Payments should be remitted directly to AIChE by wire transfer, check, cash or credit card. All payments must be received in full 30 days before the meeting start date. Exhibitor and sponsor registrations made 29 days or less to the meeting start date must be paid in full, no alternative payment arrangements will be made.

4. Assignment of Space Exhibit location assignments are assigned approximately 30-45 days prior to the meeting start date with priority based on the date of payment. Registrations not paid in full 30 days prior to meeting start date will not be assigned a table location until full payment is made.

5. Care of Exhibits Nothing shall be posted on, nailed, screwed or otherwise attached to columns, walls, floors or other parts of the building or furniture. Distribution of promotional gummed stickers or labels is strictly prohibited. Any property destroyed or damaged by an exhibitor must be replaced or restored to its original condition by the exhibitor or at the exhibitor's expense.

6. Exhibit Fees Fees for exhibit rental, including dates during which promotional rates may apply, are set forth in the Exhibitor Prospectus. A listing of the items included in the standard exhibitor package appears in the same section.

7. Eligibility Only the company named on this contract will be used in exhibitor and sponsor recognition opportunities by AIChE. No subsidiaries or secondary company units will be permitted in the same contract.

8. Marketing / Promotions AIChE has authorization to use the exhibitor or sponsor logo and/or images for marketing purposes in all media. Company logos must be submitted in a timely manner (based on marketing deadlines). Logos will be used as submitted by the exhibitor or sponsor. Any additions or changes must be added to the logo file by the exhibitor or sponsor. AIChE reserves the right to refuse placement of any graphic and/or image that it believes to be objectionable for any reason.

9. Insurance & Required Certificate of Insurance The Exhibitor understands that neither AIChE nor the venue maintains insurance covering the Exhibitor's property and it is the sole responsibility of the Exhibitor to obtain such insurance. If required, Exhibitor agrees to obtain and keep in force, during the term of occupancy and use of the facility, policies of General Liability insurance, specifically including the Premises-Operations and Personal Injury Liability with limits not less than \$1,000,000 CSL (combined single limit each accident), and, if applicable, Worker's Compensation insurance to statutory limits in the jurisdiction where the meeting is held, Employer's Liability insurance with limits not less than \$500,000 CSL, and Automobile Liability insurance covering all owned, non-owned and hired vehicles with limits not less than \$1,000,000 CSL per occurrence. Exhibitor agrees to

include "American Institute of Chemical Engineers" and the meeting venue in the General and Auto Liability policies as additional insureds thereunder. Exhibitor insurance will be considered primary of any similar insurance carried by AIChE or the meeting venue. Exhibitor Commercial General Liability and Automobile Liability policies to contain standard Waiver of Subrogation provision. AIChE will notify Exhibitor when insurance is required.

Such Certificate of Insurance must be provided to AIChE no less than 21 days before the proposed exhibit date. All policies of insurance will be with insurance companies rated by A. M. Best Company as an A-VII or better or otherwise acceptable to AIChE.

10. Cancellation by Exhibitor All reservations cancelled by 5 PM EST 30 days prior to meeting start date will receive a 75% refund. (A 25% processing fee is charged on all cancellations received more than 30 days before the meeting.) Cancellations received less than 29 days prior to meeting start date are not eligible for refund. In the event payment has not been made at time of cancellation, you will be invoiced for the balance due.

11. Cancellation by Sponsor There are no refunds or credits for sponsorship cancellations once payment has been received.

12. Cancellation or Postponement of Event by AIChE AIChE may decide to cancel or postpone the event, in its sole discretion. If AIChE postpones said event, sponsorship funds will be carried forward to the rescheduled event. If AIChE cancels said event, AIChE will consider a refund on a case-by-case basis depending on a number of factors including the sponsor-related expenses already incurred by AIChE and the already accrued visibility of sponsorship.

13. Exclusivity AIChE events are offered to all potential sponsors without exclusivity.

14. Indemnification and Hold Harmless Exhibitor or Sponsor agrees to indemnify, defend and hold harmless AIChE, the event facility, the owner of such facility, and the city in which this event is being held, and their respective officers, agents and employees, from and against all bodily and personal injury, loss, claims, or damage to any person or any property arising in any way from the Exhibitor company, its employees, agents, licensees, contractors or customers. AIChE shall not be responsible for loss or damage to displays or goods belonging to Exhibitor or Sponsor.

15. Resolution of Disputes If a dispute or disagreement arises between Exhibitor or Sponsor and AIChE or between two or more Exhibitors or Sponsors, such dispute will be reviewed by AIChE. To address such dispute, the Exhibitor(s) or Sponsor(s) must present a document in writing to AIChE stating the dispute in detail. AIChE will take immediate action to review the dispute, evaluate its merit and make a ruling. All decisions made by AIChE are final.

16. Acceptance All terms and conditions are in effect once the Exhibitor or Sponsor signs the registration form. This agreement shall not be binding on AIChE until received and accepted by AIChE.

17. Miscellaneous This Agreement supersedes any prior oral or written understanding between AIChE and Exhibitor or Sponsor, and may not be amended or modified except in writing signed by both parties. This Agreement shall be governed by and construed in accordance with the laws of the State of New York.

Sign up as a sponsor today by contacting Pat Brennan
Email: patrb@aiche.org Phone: 646-495-1332