****

**Sponsorship Contract**

**Queen Mary, University of London Students’ Union** Students’ Union Hub, 329 Mile End Road, London, E1 4NT tel: 020 7882 8030 web: www.qmsu.org

This Sponsorship Agreement is made and entered into as of the dates specified in this agreement by and between “The Beneficiary” and “The Sponsor” specified in this agreement.

As part of this agreement, “The Sponsor” has agreed to provide financial support to “The Beneficiary” subject to the terms and conditions laid out in this agreement.

|  |  |
| --- | --- |
| **1** | **The Beneficiary**The beneficiary of this sponsorship agreement will be: |
| **Name of beneficiary** |  |

|  |  |
| --- | --- |
| **2** | **The Sponsor**This contract is made between the beneficiary and; |
| **Name of Sponsor** |  |
| **Type of Business** |  |
| **Contact Name**  |  | **Position** |  |
| **Telephone** |  | **Email** |  |
| **Invoice Address**  |  |
| **Head Office Address, Contact & Website***If necessary*  |  |

|  |  |
| --- | --- |
| **3** | **Sponsorship Period**The agreement shall be deemed to have commenced on “Start Date” and shall continue until “End Date”. (“the Sponsorship Period”) |
| **Start Date** |  | **End Date** |  |
| **Clauses** |  |

|  |  |
| --- | --- |
| **4** | **Sponsorship Fee**The Sponsor has agreed to give The Beneficiary;  |
| **Total Sum***inc VAT* | £ |
| **Paid over**No. of instalments |  | **Sum of Each Instalment**inc VAT |  |
| **Payment Dates** |  |
| **The Sponsor has agreed to support the Beneficiary through a form which does not constitute a direct payment. This support will take the following form** |  |

|  |  |
| --- | --- |
| **4** | **Responsibilities of the beneficiary**As part of this agreement the beneficiary agrees to undertake the following services;  |
|  |  |
| **Clauses** |  |

Important Details

* The Beneficiary acknowledges and confirms that, unless agreed, The Sponsor shall not be liable to The Beneficiary or any other person for any additional cost or expense besides the Sponsorship Fee
* All goods, kit or equipment must be ordered through the Students’ Union. Queen Mary, University of London Students’ Union (QMSU) will not be responsible for any goods or payment of goods, not ordered through the Students’ Union via the correct channels
* All monies must be received within 21 days of receipt of an official invoice. Cheques must be payable to ‘Queen Mary, University of London Students’ Union.
* All monies must be paid directly to QMSU. QMSU will not accept responsibility for any payment given to Club or Society representatives
* Correspondence relating to this agreement should be via the Students’ Union and addressed to the Societies Co-ordinator or Club Sport Co-ordinator

|  |  |
| --- | --- |
| **5** | **Signature of Participants**  |
| **Signature on behalf of Sponsor**  |  | **Signature on behalf of QMSU** |  |
| **Name** |  | **Name** |  |
| **Position** |  | **Position** |  |
| **Date** |  | **Date** |  |