2ND ANNUAL
TEA TIME WITH THE DOCS
Mobility, Movement and how to Boost the Power of Your Brain
save the date | 05.12..22 | 2:00-3:30 PM

Sponsorship Proposal
The University of Ottawa Brain and Mind Research Institute (uOBMRI) is proud to present the 2nd Edition of Virtual Tea Time with the Docs.

The theme of this event is 'How Mobility and Movement can Boost the Power of Your Brain'
It will be held virtually on May 12, 2022 from 2pm to 3:30pm.

Meet some of Canada’s most inspiring international leaders in brain disease research, who are dedicated to disease prevention and the development of new strategies to unlock the power of the brain.

The uOBMRI brings together Ottawa’s top clinical and discovery researchers who work with patient groups and community members to lead ‘ground-breaking’ discoveries.

Your mind and body are interconnected and therefore what benefits the body, benefits the brain. Throughout our lives, our brains are exposed to many stressors and insults. Mobility and movement not only improves our physical health but boosts the power of our brain’s capacity to protect from these events.
We would like to invite you to join us as a sponsor for the 2nd annual Tea Time with the Docs: 'How Mobility and Movement can Boost the Power of Your Brain'.

This is an opportunity to virtually meet with a variety of University of Ottawa alumnus across the region, along with members of our Faculty and Health Care Community. By attending this event, you will have a chance to raise your profile amongst a valuable target audience.

It is important that your contributions are acknowledged as it demonstrates your involvement and support to our community. You will gain valuable insights, information, and exposure to the latest developments in the research of the brain as you are welcome to attend the sessions.

We will work together with you to produce the best results within our guidelines and the appropriate code of ethics.
# Levels of Contribution

<table>
<thead>
<tr>
<th>INCLUSIONS</th>
<th>LEADERSHIP $20,000+</th>
<th>PARTNER $15,000+</th>
<th>BENEFACTOR $10,000+</th>
<th>ADVOCATE $5,000+</th>
<th>FRIEND $2,500+</th>
</tr>
</thead>
<tbody>
<tr>
<td>Access to session</td>
<td>3</td>
<td>3</td>
<td>2</td>
<td>1</td>
<td>N/A</td>
</tr>
<tr>
<td>*Meet &amp; greet with distinguished lecturer(s)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Logo included on event site</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Logo included in welcome slides</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Virtual networking with attendees</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Ability to provide brochures and handouts for attendees</td>
<td>5</td>
<td>3</td>
<td>1</td>
<td>Contact information only</td>
<td>Contact information only</td>
</tr>
<tr>
<td>Ability to showcase a video*</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>N/A</td>
<td>N/A</td>
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<tr>
<td>Recognition during opening remarks</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<tr>
<td>Logo included on homepage of virtual event</td>
<td>Yes</td>
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<tr>
<td>Logo included in event communications</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Recognition on Faculty of Medicine’s and the Brain and Mind Research Institute’s social media</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
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<td>Yes</td>
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</tbody>
</table>

1. *Virtual or in person depending on existing pandemic protocols during the time of the event.
2. *The content of the video is solely promotional and should not include advertisements nor the sales of products.
As a sponsor of this educational event, we are responsible to review and comply with the ethics and policies identified by the University of Ottawa and National Standards. For more information please the Schedule A.

We understand by submitting this agreement to the Brain and Mind Institute, University of Ottawa, that we are contractually obligated to guarantee payment prior to the event. By signing this agreement, we are responsible for the amount of our selected sponsorship in exchange for the opportunities listed in the conference invitation letter. We understand that we cannot forfeit on our support once this agreement is signed. A signed agreement and payment must be received before the conference in order to ensure that name badges are ready for your company. All sponsors and exhibitors must agree to the terms and conditions, as well as the exhibit display guidelines.

Guidelines with regard to exhibit displays at the University of Ottawa education programs:
1) Product specific information can be provided with official indication and PAAB approval.
2) Non-Product specific information can be provided if the information is accurate educational information such as guidelines, dosing cards, Rx info. There should NOT be anecdotal information or off label promotional information.
## SCHEDULE “A” to SPONSORSHIP AGREEMENT SPONSORSHIP TERMS AND CONDITIONS

1. **Application and Precedence:** These Sponsorship Terms and Conditions shall apply to and are incorporated by reference into a Sponsorship Agreement and are meant to establish minimum standard of terms and conditions.

2. **Definitions:** For the purposes of these Sponsorship Terms and Conditions, “Sponsor” means an external business, corporation, organization or individual; “Sponsorship” means a circumstance when a Sponsor contributes goods, services or money to the University of Ottawa and in exchange for such contribution the University provides the sponsor with promotional opportunities for the benefit of the Sponsor; “Sponsorship Agreement” means the arrangement agreed to between the University and a Sponsor in respect of a sponsorship.

3. **Independent Parties:** The University and the Sponsor are independent contractors in the performance of this Sponsorship Agreement and nothing in the Sponsorship Agreement or these Terms and Conditions are to be construed to make either the University or the Sponsor, the employee, agent, partner, or representative of the other and neither party has the authority to bind the other or to incur any obligations on its behalf. There is no creation of a joint venture, a Sponsorship entity, employment or other business relationship between them, other than as expressly stated in the Sponsorship Agreement.

4. **Sponsor:** The Sponsor agrees and warrants that it shall exercise all reasonable skill, care and due diligence in the performance of its obligations under the Sponsorship Agreement.

5. **Laws, Licences, Permits:** The Sponsor shall secure and maintain any license, insurance, certification, registration or permit necessary in connection with its obligations pursuant to the Sponsorship Agreement or as required by the University. The Sponsor shall comply with all laws applicable to the Sponsorship. Without limiting the general interpretation of the previous sentence, if the form of Sponsorship under this Sponsorship Agreement involves supplying goods and/or performing services to the public, the Sponsor shall comply with The Accessibility for Ontarians With Disabilities Act, 2005 (AODA), its regulations and with the University’s Policies and Procedures in respect of its commitment to meet the accessibility needs of persons with disabilities. Sponsors performing services directly with the public under this Sponsorship Agreement must ensure that the people performing the services are trained in the AODA Customer Service Standard and must keep records of the training, including dates when training is provided, the number of employees who received training and individual training records. Sponsors are required to ensure that this information will be made available, if requested by the University.
6. Use of University’s logo: Use of the University’s name, logo, crest, emblem and any other of its official marks or domain name by the Sponsor in a Sponsor’s official stationary, business cards, publications, advertisements, announcements, web site and in any other material of the Sponsor requires the University’s prior written consent. The Sponsor agrees not to use the University’s name, logo, crest, emblem and any other of its official marks or domain name in a manner to confuse, mislead, or deceive the public, or to be adverse to the reputation or interests of the University.

7. Advertising, Promotional Material and Naming: All advertising and promotional material related to the Sponsor’s status as a Sponsor is conditional upon the Sponsor paying the monetary amount and/or making the in-kind contribution to the University referred to in the Sponsorship Agreement and the Sponsor complying with the University’s applicable policies, procedures, regulations including bilingualism (in French and in English). Any naming opportunities associated with a Sponsorship shall be subject to the University’s policies and procedures on Naming of University assets.

8. Freedom of Information and Protection of Privacy Act: The Sponsor acknowledges that the University is subject to the Freedom of Information and Protection of Privacy Act (Ontario) and that the Sponsorship Agreement may be the subject of an access to information request made to the University pursuant to the Act.

9. Confidentiality: All information disclosed in any form by the University to the Sponsor shall be deemed to be "Confidential Information". The Sponsor shall not disclose the Confidential Information or any part thereof received from the University to any third party. The obligation to keep confidential shall however not apply to information which: (a) becomes part of the public domain without breach of this Agreement; (b) is a result of the Sponsorship Agreement hereunder; (c) is disclosed with the prior written permission of the University. The Sponsor shall ensure that all of its personnel or agents to whom the Confidential Information is disclosed pursuant to this Sponsorship Agreement are bound under the terms and conditions of their employment or otherwise to obligations set out in this Sponsorship Agreement in respect of the Confidential Information. When requested by the University, the Sponsor will provide a list containing the full name and address of any person having access to or copies of the Confidential Information and the reason such access is necessary. Once the Sponsorship Agreement is ended, the Sponsor shall either destroy or return the Confidential Information as otherwise instructed by the University.

10. Insurance: The Sponsor shall at its sole expense obtain and maintain throughout the duration of the Sponsorship Agreement policies of insurance (the "Insurance") of such type and amount as is sufficient to cover all claims made against them, their directors, trustees, officers, employees, servants, agents and contractors with respect to any incident or accident relating to the Sponsorship Agreement, including any claim, action, suit, proceeding or demand. The Sponsor will declare the University as an additional insured in any policy of insurance obtained pursuant to the Sponsorship Agreement. The Sponsor shall notify the University immediately when there is any material restriction or limits in coverage. Upon request by the University, the Sponsor shall provide a certificate of insurance as proof of insurance coverage.

11. Indemnification: The Sponsor will defend, indemnify, and hold harmless the University against all losses, liability, damage, cost, and/or expense (include reasonable legal fees) arising out of any claims or suits, whatever their nature and however arising, which may be brought or made against the University because of its own actions as well as those of its employees, agents, representatives in connection with the Sponsorship Agreement.
12. Termination of Sponsorship Agreement:
(a) The University may terminate this Agreement for any reason by giving reasonable written notice to the contact for the Sponsor identified in the Sponsorship Agreement.
(b) Where the Sponsor has failed to respect the Sponsorship Agreement and has not corrected the failure within a reasonable period of time after being given written notice of such failure by the University, the University may terminate the Sponsorship Agreement.
(c) The University may terminate the Sponsorship Agreement immediately where the Sponsor becomes bankrupt or insolvent, makes an assignment for the benefit of creditors or ceases to exist or is the subject of legal proceedings in respect of fraud or unethical business practices.
(d) Unless specified in the Sponsorship Agreement, when referring to reasonable notice or reasonable period of time, the reasonableness shall be interpreted in light of the nature and circumstances of the sponsorship.
(e) Without limiting any other right or remedy available to the University which is expressly reserved by it, upon termination of the Sponsorship Agreement, the Sponsor shall be responsible for the payment of the monetary contribution and/or for the in-kind contribution to the University referred to in the Sponsorship Agreement up to and including the effective date of the termination.

13. Cancellation: In circumstances beyond the control of the University, the University may cancel a sponsored activity, event, program or other form of sponsorship without liability except to the extent a rate reduction is appropriate in the opinion of and at the sole discretion of the University in which case, the University shall provide: a pro rata reduction in the sponsorship fee or monetary contribution made by the Sponsor and/or the in-kind contribution made by the Sponsor based on the benefits received.

14. Payments: All payments owed by the Sponsor under the Sponsorship Agreement shall be made payable to “University of Ottawa”, to the University contact identified in the Sponsorship Agreement.

15. Entire agreement: These Terms and Conditions and the Sponsorship Agreement and any schedules or appendices attached to it form the entire agreement between the University and the Sponsor. No verbal representations by employees of the University or written communications shall have the effect of overriding these Terms and Conditions and the Sponsorship Agreement. Any amendment to the Sponsorship Agreement must be done in writing and signed by the Contract Authority of the parties.

16. Governing laws and University Policies and Procedures: This Sponsorship Agreement is construed and governed by the laws of the Province of Ontario and applicable laws of Canada. The Sponsor shall also comply with the policies and procedures of the University.

Contact Information:
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Faculty of Medicine, University of Ottawa
Email: Ehamelin@uottawa.ca | Cell: (613) 619-6521