**ATTACHMENT A** (Sample agreement for sponsorships)

 **SPONSORSHIP LETTER**

**Sponsorship Agreement between the Canberra Institute of Technology (CIT) and (Name of Sponsor)**

**Address of Sponsor**: (If a corporate sponsor, include ACN number and address of its registered office)

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**Details of Sponsorship**: (Insert details of goods/services/money provided by sponsor together with educational rationale)

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**Period of Sponsorship**: From .................................... to ..................................................

**CONDITIONS OF SPONSORSHIP:**

1. CIT may at any time cancel this sponsorship agreement with immediate effect:

(a) should it become aware of any change in government policy which may affect dealings with the Sponsor;

(b) should it decide that the Sponsor is not an appropriate Sponsor of an ACT Government organisation;

(c) if CIT is otherwise unable to continue with this sponsorship agreement; or

(d) if the Sponsor becomes insolvent or if a receiver, manager or liquidator is appointed in respect of the Sponsor.

2. The Sponsor shall not hold itself out to the public as having authority to act on behalf of CIT by virtue of this Sponsorship Letter.

3. The Sponsor acknowledges that by accepting this sponsorship CIT is not endorsing the Sponsor's products, services or business activities.

**SPECIAL CONDITIONS:** (Insert details of special conditions if any)

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**DECLARATION:**

On behalf of the above named Sponsor I agree to provide the Sponsorship described above and agree to comply with the Conditions of Sponsorship and Special Conditions listed above.

Signature: .......................................................................................

Date: .......................................................................................

Name: (please print) .......................................................................................

Position in Sponsor’s Organisation: ..............................................................................