

REQUEST FOR ENDORSEMENT OF EVENT

Conference Organizer			
Name of conference			
Date of conference		Number of days	
Venue of conference			

Organizer's Information		
Is organizer a Corporate or Associate member of CCAS?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has organizer applied for endorsement before?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Has organizer's event(s) ever been endorsed by CCAS? If yes please provide details (event name / date):	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Is the content of the conference relevant to the Contact Centre Industry? * If NO, please indicate type of industry catering for?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Please attach copy of event write-up or proposal with agenda and outline.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
CCAS Endorsement Requirements (List A) Organizer must meet all Requirements		
1) Logo acknowledgement as media partner on the main conference brochures?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2) Logo acknowledgement as media partner on event webpage with a hyperlink to www.ccas.org.sg	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3) Write-up about CCAS to be featured on event webpage and brochure and / or printed material?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4) Complimentary conference passes and materials-related to the conference for CCAS?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
5) CCAS Members' discount?	<input type="checkbox"/> Yes ____ percent or ____ price	<input type="checkbox"/> No
Additional (where applicable) : a) Launch or present to CCAS members in Singapore endorsed program wherein cost is for the account of organizer.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
b) Distribute CCAS marketing and corporate materials at event?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
c) Exhibition booth?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
d) Any others? eg. Joint press conference.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
CCAS Endorsement Criteria (List B) Organizer must meet all Criteria		
1) The event contributes to the organizations and/or professions within the contact centre industry.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
2) The event and its activities have no conflict with any of CCAS existing sponsorship programs and /or policies.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
3) The organizer can meet all the 5 requirements in List A.	<input type="checkbox"/> Yes	<input type="checkbox"/> No
4) The event allows CCAS to leverage on its marketing initiatives including exposure of CCAS efforts on its Awards and Symposium organizer can meet all the 5 requirements.	<input type="checkbox"/> Yes	<input type="checkbox"/> No

In exchange, CCAS will provide the following:

- 1) Total of 2 email blasts prior to event.
- 2) Listing conference on CCAS website under "Industry Event"
- 3) Invite CCAS members to attend event

Note:

Each endorsement application is subjected to review and no reason need to be given for rejection.

Name of Requestor	
Job Title	
Company Address	