

Sponsorship Application Form (No. : _____)

Part 1 – Details of organization

For Office Use Only

Organization name	
Nature of the organization	
Name of event	
Event date and time	
Event venue	
Target group and no. of audience	
Logo acknowledge on materials	
e-print or designeasy account	No / Yes (a/c no. : _____)
Sponsored by e-print before?	No / Yes (Date : _____)
Membership of HKCSS?	No / Yes (a/c no. : _____)

1	2	3	

--	--	--	--

Part 2 – Details of printing materials

1. The organization/applicant has to quote the price of those sponsored materials from e-print self-service platform, telephone hotline (Tel. 2344 6668) or email (quote@e-print.com.hk) and fill the quotation number as follows.

2. Please write the details separately if the item has two models.

	Quotation No.	Product Name	Size	Paper	Finishing item	Quantity	Price
1							\$
2							\$
3							\$
4							\$
5							\$
6							\$
Order date :						Total price :	\$

Organization name		Name	
Authorized Signature with Company Chop		Tel	
		Email	
		Date	

Terms and Conditions :

1. Sponsorship does not include NCR Receipt Booklets, Paper/ Kraft Paper/ Non-Woven Bags, Crystal Trophies, Pre-ink Stamps, Special Label and Plastic Folders (Model PP04-PP06, SS01-SS10) .
2. e-print and e-banner logo are required to be displayed on all printing materials and channels.
3. The applicant must agree to proactively submit photos featuring e-print's sponsored products and highlights of the event within 7 business days after the event's conclusion. Additionally, the applicant must authorize e-print to publicly display and use the provided materials for promotional purposes.
4. The applicant has to submit the application before 30 working days of the event.
5. This application form should be completed in accordance with the specified instructions as set out in the application form. Incomplete information may cause delay or termination in processing the application.
6. Final approval will be confirmed via email notification. If no notification is received within 14 working days after submission, the application will be considered unsuccessful.
7. The amount will be adjusted when the applicant change the content of application.
8. e-print reserves the right to change these terms and conditions or terminate this sponsorship requested at any time without prior notice.
9. Should there be any discrepancy between the English version and the Chinese version of these terms and conditions, the Chinese version shall prevail.
10. e-print reserves the rights of final decision, including suspending, terminating, or changing details of the promotion and its terms and conditions without prior notice.