

2007 COMMISSION POLICY SPONSORSHIP SALES AT THE AMERICAN PAVILION

THE AMERICAN PAVILION encourages interested individuals (salesperson) to assist in the sale of cash and in-kind corporate sponsorships and/or rental/event activity for various programs of The American Pavilion.

By accepting a copy of this policy, the salesperson agrees to all conditions unless other arrangements are made, in writing, with The American Pavilion.

CORPORATE SPONSORSHIP

- The salesperson will be paid a 10% commission on any cash sponsorships if the following conditions are met.
- The corporate sponsor is a new one for The American Pavilion.
- The salesperson will meet with The American Pavilion to get the proper orientation of the sponsorship guidelines and materials and make sure the potential sponsor is not in conflict with any other existing Pavilion sponsor/sale efforts. In the case of competing sponsorships being sold by different people, the final decision of which sponsorship to accept lies with The American Pavilion.
- No final sponsorship commitment will be given, either verbally or in writing, without approval by The American Pavilion.
- A written sponsorship agreement will be prepared and signed by the appropriate sponsor representative and The American Pavilion.
- The commission check will be issued to the salesperson within 30 days of receipt of the sponsorship payment.
- In order to qualify for the 10% commission, the salesperson must identify the potential sponsor, make all of the sales calls and “close the deal.” The operational details of the sponsorship are likely to be handled by Pavilion staff but the salesperson agrees to be available for any follow-up for sponsor fulfillment. If the salesperson is in attendance at the Pavilion event (e.g. Cannes Film Festival or L.A. Intensive), then the salesperson must be available to assist with sponsor hospitality.
- If a sponsor renews for multiple years, then the salesperson will be paid a 5% commission for each year; up to four total years. Salesperson responsible for securing the renewal(s) and the subsequent sponsor fulfillment.
- The salesperson will update The American Pavilion with weekly status reports, indicating companies approached, contact information and level of interest.

- Permanent, full-time employees of The American Pavilion are not eligible to participate in this commission program.

EVENTS AT THE AMERICAN PAVILION

The procedure for securing revenue-generating events that are scheduled in The American Pavilion is the same as listed above for cash corporate sponsorships.

Name

Julie Sisk

Date

Date