

ANNUAL CONFERENCE SPONSORSHIP PROSPECTUS

12TH - 14TH NOVEMBER, 2025

THE JEWEL AEIDA

PLOT 105 HAKEEM DICKSON LINK RD, LEKKI PHASE I, LEKKI 105102, LAGOS



CONNECTING THE DOTS

CORE PRINCIPLES,
INNOVATION, AND
MEANINGFUL OUTCOMES
IN ADR

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Dear Valued Sponsor

The Planning Committee warmly invites you to partner with us for the Chartered Institute of Arbitrators (CI Arb) Nigeria Annual Conference. Set for 12-14 November 2025 at The Jewel Aida, Lekki, Lagos, Nigeria, this year's theme is ***"Connecting the Dots: Core Principles, Innovation and Meaningful Outcomes in ADR"***.

We expect to host over 600 experts from various sectors, including arbitration, mediation, legal practice, the judiciary, policymaking, and academia. The Conference will offer panel discussions, workshops, and networking sessions, making it a crucial platform for those involved in ADR and related fields.

This prospectus outlines several sponsorship options designed to meet various promotional goals, providing your organisation with exposure and value. Please take some time to review these packages and select one that aligns with your promotional strategy. Please do not hesitate to contact us if you have any questions or require additional information.

This is an excellent opportunity to highlight your brand among ADR professionals.

We look forward to welcoming you as a valued Sponsor at this significant gathering.

**Seyilayo Ojo, SANC.Arb and Laura Alakija, FCI Arb
Conference Co-Chairs**

Sponsorship Liaison: _____

Email: _____

Telephone: _____

About the Conference



Purpose and Goals:

The CIArb Nigeria Annual Conference is a flagship event in the business and commercial sector. It aims to trigger critical conversations that lead to substantial improvements in ADR, allowing companies to direct their attention to their main priority—their clients. This year's conference aims to explore the transformative role of innovation in Alternative Dispute Resolution (ADR).

Theme: ***“Connecting the Dots: Core Principles, Innovation and Meaningful Outcomes in ADR”***

By emphasizing the integration of innovative technologies and methodologies, this year's theme underscores the necessity of integrating innovative practices and tools to improve the effectiveness of dispute resolution processes. Leveraging innovations can enhance efficiency, reduce costs, and improve accessibility to ADR services.

Who Will Attend:

It is anticipated that over 600 professionals will attend, covering arbitrators, mediators,

legal specialists, judges, policymakers, and academics. This Conference provides a premium stage for those dedicated to ADR, offering them a chance to influence its future trajectory.

Why is the Conference important?

Facing unmatched economic trials, the need for dialogue, understanding, and resolving disputes is more pressing than ever. CIArb leads these global initiatives, establishing a forum for over 17,000 members to participate in dispute management and solutions.

Your Impact and Benefits:

Our collective commitment to innovation, excellence, and community engagement makes the collaboration for the upcoming Conference especially significant. Joining us not only associates your brand with shaping ADR's future but also grants unmatched visibility, access to cutting-edge practices, and networking opportunities with key innovators and decision-makers.

We value your potential contribution and look forward to the possibility of your partnership at this critical juncture.

Indicative Conference Programme

Day 1 – Wednesday, 12 November 2025

9.00 – 10.00	Conference Registration
10.00 – 11.00	Young Members Group (YMG) Panel Discussion 1
11.00 – 11.15	Morning Tea
11.15 – 12.15	YMG Panel Discussion 2
12.15 – 1.30	YMG Panel Discussion 3
1.30 – 1.30	Networking Lunch
4.00 – 7.00	Conference Opening Ceremony/Keynote Address
7.00 – 9.00	Opening Cocktail

Day 2 – Thursday, 13 November 2025

9.00 – 11.00	Conference Panel Discussion 1
11.00 – 11.15	Morning Tea
11.14 – 1.00	Conference Panel Discussion 2
1.00 – 2.00	Networking Lunch
2.00 – 3.30	Conference Panel Discussion 3
3.30 – 3.45	Afternoon Tea
3.45 – 5.00	Conference Panel Discussion 4

Day 3 – Friday, 14 November 2025

9.00 – 10.15	Conference Panel Discussion 5
10.15 – 11.30	Conference Panel Discussion 6
11.30 – 11.45	Morning Tea
11.45 – 1.30	Conference Panel Discussion 6 And Induction
1.30 – 2.00	Networking Lunch
2.00 – 5.00	Networking/Social Events (Lekki Conservation Centre, Sip & Paint, Arts & Craft Village)
7.00 – 10.00	Gala Night Dinner

Why Sponsor?

We understand how important it is for all our sponsors to feel that your investment is wisely placed.



The Benefits of Participating as a Sponsor

Unmatched Exposure at a Premier ADR Conference:

- Gain prime visibility at this key gathering for dispute resolution professionals, enhancing your brand's recognition.
- Engage directly with leading ADR experts, legal practitioners, and policymakers, positioning your brand at the forefront of industry dialogue.
- Leverage our wide array of social events to network with peers, renew connections, and build new relationships.
- Enjoy prominent branding across the Conference platform, including the website and all official marketing communications, showcasing your commitment to the ADR sector.

Networking and Brand Building:

- Strengthen and broaden your network within the ADR ecosystem, interacting with a concentrated audience deeply invested in ADR.
- Increase your brand's visibility and position amongst a specialised audience, gaining direct access to influential decision-makers and receiving immediate feedback on your offerings.

Sponsorship Opportunities

The CIArb Nigeria Annual Conference is the ADR community's leading event, catalysing crucial dialogues, facilitating impactful interactions, and propelling forward-looking changes. We have tailored our sponsorship programme to assist partners in reaching their strategic objectives, offering unparalleled access to a distinguished audience, enhancing brand presence, and affirming a commitment to ADR excellence.

General Sponsorship Opportunities:

- **Brand Enhancement:** Elevate your brand among a select circle of ADR professionals, enhancing recognition.
- **Strategic Connections:** Directly interact with industry pioneers and potential clientele, building valuable relationships.
- **Expertise Recognition:** Showcase your organisation as a thought leader in ADR.

Specific Sponsorship Opportunities:

- **Selective Branding:** Associate your brand with the Conference's standout moments, like the Gala Night, for targeted visibility.
- **Engagement Focus:** Leverage interactive plenary sessions and networking opportunities to deepen audience engagement.
- **Contributory Impact:** Be instrumental in the Conference's educational offerings, from delivering keynotes to facilitating workshops, underscoring your significant role in ADR education.

The following sections of this prospectus detail general and specific sponsorship options, highlighting benefits to meet various promotional goals and maximise partner visibility and engagement.



Sponsorship Benefits at a Glance

(Note to prospective sponsors: The table below summarises the available sponsorship packages and their key benefits. For comprehensive details about each package, including additional benefits and opportunities for engagement, please refer to the detailed descriptions that follow this section.)

Level	Branding Opportunities	Speaking Opportunities	Complimentary Registrations	Promotional Opportunities	Additional Benefits
Headline Sponsor (N25m+)	Premier on all Conference communications, main stage backdrop	☐	10	60-second promo video	Six complimentary entries to the CIArb Introduction to International Arbitration Course. Exhibition stand
Platinum Sponsor (N15m-24.99m)	High visibility in Conference communications and during sessions	☐	6	45-second promo video	Four complimentary entries to the CIArb Introduction to International Arbitration Course. Exhibition stand
Gold Sponsor (N10m-14.99m)	Conference program and website	☐	4	30-second promo video	Two complimentary entries to the CIArb Introduction to International Arbitration Course. Exhibition stand
Silver Sponsor (N5m-9.99m)	Conference program and website	☐	2	-	-
Corporate Supporter (N1m-4.99m)	Conference website; Conference program	-	1	-	-
Individual Supporter (N250k-999k)	Conference website; Conference program	-	-	-	-
Friend of the Conference (Up to N249k)	Conference website	-	-	-	-
Specific Sponsorship Opportunities	Varies by package	Varies by package (Plenary and YMG Day Session Sponsorships allow speaker proposals)	Varies by package	Varies by package	Specific benefits as listed for each opportunity

GENERAL SPONSORSHIP OPPORTUNITIES

HEADLINE SPONSOR (N25,000,000 AND ABOVE):

Secure your position as a Headline Sponsor to associate your brand with the Conference's key moments:

- **Premier Event Choice:** Gain first option on sponsoring either the Gala Night or the Opening Ceremony and Cocktail (at the sponsorship rates indicated in pages 11-13 of this Sponsorship Prospectus, subject to availability), ensuring premier placement at these marquee events.
- **Dominant Branding:** Achieve extensive visibility with your brand showcased at the venue, in all Conference materials, during plenary sessions, and on digital platforms, including a tailored 60-second promotional video on the Conference digital platform.
- **Speaker Nomination Option:** Elevate your industry standing by nominating experts for panel discussions (subject to availability and approval), allowing you to shape the conversation.
- **Exclusive Access:** Benefit from ten complimentary conference registrations and six places on the CIArb Introduction to International Arbitration Course, offering significant value to your team.

- **Priority Recognition:** Receive special mention throughout the Event and across media outlets and a strategically positioned exhibition booth, solidifying your status as a key supporter.

PLATINUM SPONSOR (N15,000,000 TO N24,999,999):

As a Platinum Sponsor, you'll receive notable visibility and engagement opportunities:

- **Focused Branding:** Enjoy significant exposure during core sessions and with a 45-second promotional video on the Conference digital platform.
- **Speaker Nomination Option:** Influence the Event's content by nominating a speaker for sessions (subject to availability and approval), underlining your role as a thought leader.
- **Premium Access:** Gain six complimentary conference registrations and four places in the CIArb Introduction to International Arbitration Course.
- **Enhanced Recognition:** Enjoy significant highlights of your brand at the venue, in the Conference programme, on social media and in Conference flyers, and a strategically positioned exhibition booth expanding your physical and digital presence.

GOLD SPONSOR (N10,000,000 TO N14,999,999)

Join as a Gold Sponsor for strategic visibility and audience engagement:

- **Strategic Exposure:** Share a 30-second promotional video on the Conference digital platform and enjoy the option to nominate a session speaker (subject to availability and approval).
- **Complimentary Registrations:** Four free Conference registrations and two places in the CIArb Introduction to International Arbitration Course.
- **Brand Visibility:** Prominent placement of your logo at the venue, on the Conference programme and on the website, coupled with official acknowledgements of your sponsorship.

SILVER SPONSOR (N5,000,000 to N9,999,999)

Silver Sponsors enjoy essential brand exposure and opportunities to contribute:

- **Website and Programme Presence:** Display your logo on the Conference website and in the programme, enhancing brand recognition. Also, enjoy features in pre-event and post-event communications.
- **Content Contribution:** Possibility to nominate a speaker for sessions (subject to availability and approval), sharing your insights.
- **Event Participation:** Two complimentary Conference registrations, facilitating engagement.

CORPORATE SUPPORTER (N1,000,000 – N4,999,999):

Corporate Supporters are acknowledged for their role in the Conference's success:

- **Brand Recognition:** Feature your brand name on the Conference website and programme.
- **Attend the Conference:** One complimentary Conference registration, allowing participation.

INDIVIDUAL SUPPORTER (N250,000 – N999,999):

Contribute on a personal level and receive acknowledgement:

- **Personal Mention:** Your name is listed on the Conference website and in the programme, showing your support.

FRIEND OF THE CONFERENCE (Up to N249,999):

Friends of the Conference help broaden the Event's base of support:

- Acknowledgement on the Conference website, within the Friends section.



Specific Sponsorship Opportunities

Leading Sponsorship Packages

The Leading Sponsorship Packages are for businesses wishing to elevate their leadership status with strong brand awareness and exposure to the event community.

GALA NIGHT

The highlight of the CIArb Nigeria Annual Conference is unquestionably the Gala Night. Scheduled for the evening of 14 November 2025, around 500 guests will enjoy a memorable dinner. In conjunction with inducting new members of CIArb, the evening is celebrated for its exceptional networking opportunities and first-class entertainment. Past events have showcased renowned artists, setting the stage for a memorable night. This sponsorship offers a singular chance to align your brand with the ADR sector's most eagerly awaited annual gathering.

Investment: N25,000,000

Benefits Include:

- Deliver a five-minute welcome address and a video presentation at the Conference's most celebrated occasion.
- Option to gift keepsakes to attendees, ensuring a lasting brand impression.
- Enhanced visibility across the Conference website, including a dedicated page for the Gala Night featuring your logo and a 120-word company profile.
- Acknowledgement as the evening's sponsor during the closing ceremony and in the post-event summary, ensuring your brand is remembered.
- Prominent logo display at the Conference registration area, greeting every delegate with your brand as they arrive.
- Access to an exclusive VIP area for pre-dinner interactions with guests.
- Ten complimentary dinner tickets with preferred seating, allowing for strategic networking.
- Your brand is featured on menu cards, tickets and screens throughout the venue.

OPENING CEREMONY

Scheduled for 12 November 2025, the Opening Ceremony is the first engagement point for delegates and sets the scene for the 2025 CIArb Nigeria Annual Conference. Featuring the Keynote Address alongside speeches from notable figures, this session introduces the Conference's themes and ambitions.

In the past, we have been honoured to feature Governors, Ministers, Business Leaders, and Legislators among our keynote speakers and guests. This tradition underscores the ceremony's significance and the exceptional networking potential it offers.

Investment: N15,000,000

Benefits Include:

- Association with the Conference's inaugural session, known for attracting high-profile attendees and setting the thematic tone.
- Opportunity for a company representative to address the audience, placing your brand alongside ADR's influential figures.
- Strategic branding during the Keynote Address, linking your brand to thought-provoking discussions.
- Stage acknowledgement, confirming your valued support in front of an engaged audience.
- Preferential seating arrangements for your team, facilitating close engagement with key moments.
- Feature in a pre-event flyer, expanding your brand's reach.
- Comprehensive visibility on the Conference website, offering detailed insights about your brand.
- Your brand welcomes delegates at the registration desk, providing early exposure.

WELCOME COCKTAIL

Immediately following the Conference Opening Ceremony, the Welcome Cocktail is a prime networking event for speakers and delegates. Taking place on the evening of 12 November 2025, it is expected to attract a significant gathering of over 400 delegates attendees, becoming a focal point for initial interactions.

Investment: N10,000,000**Benefits Include:**

- Host the Welcome Cocktail, delivering a five-minute address to a gathering of over 400 in-person delegates, marking the start of networking opportunities.
- Your logo prominently placed within the cocktail venue, ensuring visibility.
- Recognition in a conference flyer, highlighting your support for this key social event.
- Significant online exposure, with your logo and 120-word company description featured on the cocktail's dedicated page on the Conference website.
- Continued brand recognition during the Conference closing remarks and post-Conference summary, maintaining your brand's presence throughout the event.
- Immediate brand impression for delegates at the Conference's main registration area.

Influencing Sponsorship Packages

The Influencing Sponsorship Packages are designed for companies who wish to demonstrate their presence as a highly esteemed, respected voice and member of the industry.

PLENARY SESSIONS

Our plenary sessions are the focal point of the CIArb Nigeria Annual Conference. Here, leaders in ADR address pressing issues and future directions in the industry. Six unique sessions are open for sponsorship, spread across days two and three.

Sponsoring a plenary session will associate your brand with high-level discourse and connect you with the largest and most engaged audiences at the Conference.

Investment per session (6 available): N5,000,000

Benefits per Plenary Session Include:

- Recognition by the session chair, highlighting your sponsorship.
- Option to propose a speaker for the sponsored session (subject to availability and approval), enhancing your influence.
- Your logo welcoming attendees at the session entrance.
- Continuous logo display on session AV screens.
- Potential for extra signage in the session area, with prior approval.
- Distribution spot for your promotional items at the session entrance.
- Featured brand profile on the Conference website (80 words) with a link to your page.
- Logo next to the session listing on the digital schedule.
- Acknowledgement during the Conference wrap-up and closing remarks.
- Prominent logo placement at the Conference registration desk for initial visibility.

Note: Some sessions may already have sponsors due to earlier commitments.

YMG DAY SESSIONS

The YMG Day Sessions at the CIArb Nigeria Annual Conference are a hub for the voices of tomorrow within ADR. These sessions, tailored for our younger members, fuel the exchange of innovative ideas and practices. We offer three opportunities for sponsorship, each providing a stage to support and interact with up-and-coming ADR specialists.

Aligning your brand with a YMG Day Session underscores a commitment to nurturing the new generation shaping the future of ADR.

Investment per session (3 available): N2,000,000

Benefits per YMG Day Session Include:

- Recognition by the session chair, highlighting your sponsorship.
- Option to propose a speaker for the sponsored session (subject to availability and approval), enhancing your influence.
- Your logo welcoming attendees at the session entrance.
- Continuous logo display on session AV screens.
- Distribution spot for your promotional items at the session entrance.

- Featured brand profile on the Conference website (50 words) with a link to your page.
- Logo next to the session listing on the digital schedule.
- Acknowledgement during the Conference wrap-up and closing remarks.
- Logo placement at the Conference registration desk for initial visibility.

Note: Some sessions may already have sponsors due to earlier commitments.

Networking Sponsorship Packages

The Collaborating Sponsorship Packages are key for companies wishing to build, establish and support positive relationships in and amongst the industry and be seen as a connector in the space.

LEKKI CONSERVATION CENTER

The Lekki Conservation Centre (LCC) is a remarkable ecological and recreational sanctuary that draws both tourists and nature enthusiasts. One of its standout features is the 401-meter-long canopy walkway, the longest in Africa, which offers visitors a unique opportunity to stroll above the forest floor, surrounded by the serene treetop canopy.

Investment: N2,500,000 per sponsor (2 sponsors)
Exclusive sponsorship – N5,000,000

Benefits Include:

- Association of your brand with an upscale event, boosting its prestige.
- Recognition of your brand throughout the Event, ensuring participants associate your company with this high-profile activity.
- Opportunity to distribute custom-branded gifts to guests.
- Five invitations for your representatives or clients, facilitating networking in a cultured setting.
- Acknowledgement of your support at the beginning of the Event, aligning your brand with the Event's success.
- Display of your logo on the Conference's digital platforms, with a link to your website, for increased exposure.
- A feature in a pre-event flyer focusing on the Conference Networking Events, expanding your brand's visibility.
- Mention in communications before and after the Event, acknowledging your support of the ADR community.
- Logo placement at the Conference registration desk for initial visibility.

SIP AND PAINT

Unleash your inner artist at our fun-filled Sip & Paint event. Enjoy step-by-step painting guidance while sipping on your favourite wine or cocktail. All materials are provided, just bring

your imagination and join us for an afternoon of creativity and laughter—no experience is needed.

Investment: N2,500,000 per sponsor (2 sponsors)
Exclusive sponsorship – N5,000,000

Benefits Include:

- Association of your brand with an upscale event, boosting its prestige.
- Brand visibility opportunities at the Event, linking your company with a unique artistic experience.
- Five invitations for your representatives or clients, facilitating networking in a cultured setting.
- Opportunity to distribute custom-branded gifts to guests.
- Acknowledgement of your support at the beginning of the Event, aligning your brand with the Event's success.
- Display of your logo on the Conference's digital platforms, with a link to your website, for increased exposure.
- A feature in a pre-event flyer focusing on the Conference Networking Events, expanding your brand's visibility.
- Mention in communications before and after the Event, acknowledging your support of the ADR community.
- Logo placement at the Conference registration desk for initial visibility.

VISIT TO ARTS & CRAFT VILLAGE

Discover handmade treasures, meet local artisans, and watch live demonstrations of traditional crafts at the Art & Craft Village. Wander through the rows and vibrant stalls and explore the rich display of handcrafted jewelry, wood carvings, textiles, and paintings, each telling a story of Nigeria's cultural heritage. It's the perfect event for art lovers to experience the magic where culture, creativity, and community come together.

Investment: N2,500,000 per sponsor (2 sponsors)
Exclusive sponsorship – N5,000,000

Benefits Include:

- Association of your brand with a key cultural event, enhancing its stature.
- Brand visibility opportunities at the Event, linking your company with a unique artistic experience.
- Five invites for your team or clients, perfect for engaging with art in a distinctive setting.
- The option to distribute bespoke branded gifts to attendees, ensuring a memorable brand impact.
- Acknowledgement of your sponsorship during the visit, positioning your brand as a supporter of Nigerian art and culture.

- Display of your logo on the Conference's digital platforms, with a link to your website, for increased exposure.
- Highlight in the pre-event flyer focusing on the visit to the Arts & Craft Village emphasising your sponsorship's role in enriching the Conference with cultural connections.
- Mention in communications surrounding the Event, reinforcing your support for broadening the professional and cultural horizons of conference attendees.
- Logo placement at the Conference registration desk for initial visibility.

TRANSPORTATION

CIArb will provide dedicated transportation for attendees, ensuring a smooth transition between venues for our networking events. Sponsoring transportation aligns your brand with efficient service and attentive hospitality, driving the success of the networking aspects of the CIArb Nigeria Annual Conference.

Investment: N3,500,000

Benefits Include:

- Acknowledgement as the sole transportation sponsor, prominently displaying your brand on each shuttle service.
- Opportunity to showcase your brand's message or distribute promotional items on all transport vehicles, directly engaging with attendees.
- Your logo featured in the transportation schedule section on the Conference website and within on-site signage, securing your brand's prominence.
- Special recognition at networking events, highlighting your contribution to the attendee experience.
- The option for a personalised greeting from your brand at departure points, enhancing attendee interaction with your company.
- Visibility in communications about transportation, linking your brand with thoughtful attendee services.
- Social media mentions regarding transportation, expanding your brand's visibility and association with exemplary attendee care.
- Logo placement at the Conference registration desk for initial visibility.

TEA BREAKS AND NETWORKING LUNCHES

CIArb provides delegates with three complimentary meals: morning tea, networking lunch and afternoon tea, all served at the Jewel Aida Centre. In addition to brand presence in the venue, brand acknowledgement is delivered in the Auditorium during plenary sessions, making this sponsorship one of the most far-reaching at the Conference.

**Investment: N1,500,000 for each Networking Lunch (3 available),
N1,000,000 for each Tea Break (4 available)**

Benefits Include:

- Display of your company logo on digital screens in key areas during the sponsored lunch and/or tea break.
- An option to showcase video content or graphics in the communal areas during these breaks, subject to approval.
- Acknowledgement of your sponsorship both verbally and visually in the Auditorium, before each break, ensuring far-reaching brand recognition.
- Placement of branded signage on refreshment stations and the option to distribute promotional items or literature near catering points, enhancing your brand's presence.
- The opportunity to provide branded attire for the catering staff, further integrating your brand into the event experience.
- Highlight of your brand on the official conference website and app with a detailed company description and link, offering extensive digital exposure.
- Your logo on signage at the main registration desk, positioning your brand as one of the first impressions as delegates arrive.

Technology and Delegate Experience Sponsorship Packages

WI-FI COVERAGE

CIArb offers free Wi-Fi for all attendees on-site at the Jewel Aida Centre. This service is ideal for quick reference internet access, email, and message checking and to use the digital platform, which attendees will use to view the Conference program.

With most on-site attendees typically using this service, the Wi-Fi sponsorship offers unparalleled exposure.

Investment: N2,500,000

Benefits Include:

- Brand visibility on the Wi-Fi access page, capturing attention from the moment delegates

connect.

- Delegates are redirected to your website upon Wi-Fi login, promoting your brand's message instantly (the URL is subject to CI Arb's Approval).
- The exclusive right to set your company name as the Wi-Fi password, enhancing brand recall with each login attempt.
- Your logo and company overview on the official conference site, ensuring a lasting online presence.
- Your company is featured within the Conference's digital platform, placing your brand at delegates' fingertips.
- Your logo at the registration desk, greeting delegates as they arrive, for immediate brand engagement.
- Your brand is included in post-event summaries, cementing your presence in delegates' conference experiences.

AUDIENCE INTERACTION (SLIDO)

CI Arb is excited to incorporate Slido into the Conference this year. Slido is an advanced web-based platform that enriches our sessions by enabling interactive audience participation. This feature enhances the Conference by facilitating a two-way dialogue between speakers and attendees, whether they are joining in-person or virtually, enriching the discussion with real-time polls, questions, and feedback.

Investment: N3,000,000

Benefits Include:

- Recognition as the facilitator of interactive dialogue, with your logo displayed on the Slido interface.
- A mention in the opening session to introduce the interaction platform, aligning your brand with this innovative feature.
- The potential to tailor Slido's page for the Conference to include your branding, subject to CI Arb's approval.
- Inclusion of your logo in the tutorial or instructional content on how to use Slido, offering additional brand impressions.
- A dedicated mention in the Conference flyer, emphasising your contribution to enhancing attendee engagement.
- Prominent display of your logo on the Conference website and digital platform, alongside a link to your website, extending your reach within the ADR community.
- Acknowledgement of your sponsorship in social media posts related to interactive sessions, driving engagement with your brand.
- Logo placement at the Conference registration desk for initial visibility.

HYBRID PARTICIPATION (WHOVA)

The 2025 Conference will extend its reach through Whova, a versatile platform enabling a virtual event experience that replicates the experience of our in-person sessions for remote attendees.

Investment: N3,000,000

Benefits Include:

- Your brand becomes synonymous with the virtual aspect of our Conference, providing attendees with a seamless digital experience.
- Inclusion of your logo within the virtual event space, granting your brand prominent exposure during all virtual sessions.
- Opportunities to display your logo within Whova, where significant conference dialogue takes place.
- Your brand will be featured in instructions guiding attendees on the use of Whova, furthering brand recognition.
- Promotion in the conference flyer as the sponsor of the virtual platform, underscoring your integral support.
- Prominent display of your logo on the Conference website and digital platform, with a link leading to your site, enhancing your brand's reach.
- Social media mentions as the Whova sponsor, associating your brand with innovative virtual engagement solutions.
- Logo placement at the Conference registration desk for initial visibility.

CONFERENCE ESSENTIALS (BAGS, NOTEPADS AND PENS)

The CI Arb Nigeria Annual Conference presents a unique opportunity to maximise brand visibility and recall through the sponsorship of conference essentials: the official conference bags, notepads, pens, lanyards and name tags.

Investment:

- Conference Bags: N2,500,000
- Notepads: N2,000,000
- Pens: N1,500,000
- Lanyards: N1,500,000
- Name Tags: N1,000,000

Benefits for the Conference Bag Sponsor Include:

- Your brand will be prominently featured on the conference bags distributed to every attendee, ensuring continuous exposure.
- An opportunity to include a promotional item or message in each bag, directly connecting with

the conference participants.

- Recognition as the conference bag sponsor in both the conference opening remarks and official materials, aligning your brand with the Event.
- Logo placement at the Conference registration desk for initial visibility.

Benefits for the Notepad Sponsor Include:

- Placement of your logo on every notepad given to attendees for use during sessions, keeping your brand in constant view.
- A chance to include a welcome message or company overview inside the notepad, creating a personal touch.
- Listing as the notepad sponsor on the conference website and in the event guide, enhancing your company's visibility.
- Logo placement at the Conference registration desk for initial visibility.

Benefits for the Pen Sponsor Include:

- Distribution of branded pens within the conference materials, putting your brand directly in the hands of participants.
- Visibility through your logo and brand message on each pen, making an indispensable conference tool synonymous with your brand.
- Acknowledgement in event-related communications and the Conference website as the pen sponsor, broadening your reach.
- Logo placement at the Conference registration desk for initial visibility.

Benefits for the Lanyard Sponsor Include:

- Exclusive branding on the lanyards distributed to every conference participant, ensuring your logo is visible during all event days.
- Opportunity to select the design and colour of the lanyards, aligning with your brand identity (subject to approval to maintain Conference aesthetics).
- Acknowledgement as the lanyard sponsor in the conference program and on the official Conference website, with a link to your website.
- Special mention during the opening and closing ceremonies, highlighting your significant support.
- Logo placement at the Conference registration desk for initial visibility.

Benefits for the Name Tag Sponsor

- Your logo is featured on each attendee's name tag, directly associating your brand with personal engagement and professional exchange.
- Recognition as the name tag sponsor in official conference communications, including the event program and the website, with a direct link to your site.
- Verbal acknowledgement during key conference moments, underlining your brand's crucial role in facilitating networking.
- Logo placement at the Conference registration desk for initial visibility.

MINI DOCUMENTARY

The mini documentary, comprising four episodes, highlights the Conference theme, notable speakers and significant discussions. It builds up pre-Conference excitement and will be broadcast across CIArb's social media platforms. In a strategic partnership with the Nigerian Bar Association, this campaign will reach an extended audience of over 14,000 individuals, encompassing legal professionals, arbitrators, and mediators within Nigeria and internationally.

Investment: Four opportunities available at N1,500,000 each.

Benefits Include:

- Placement of your brand's logo on the sponsored episode, ensuring continuous visibility to a wide professional audience.
- A special feature in one flyer issue, showcasing your brand with up to 70 words, an image, and a link to your site (subject to approval), showcasing your sponsorship.
- Prominent display of your brand on the Conference's official website.
- Inclusion of your Company's details in the Conference Digital Platform, further enhancing your visibility among attendees on the go.
- Recognition of your sponsorship at the Conference's closing ceremony and within the post-event report, solidifying your brand's presence among key stakeholders.
- Your logo at the main registration area, ensuring attendees associate your brand with their first conference experience.

FLYER CAMPAIGN

The flyer campaign plays a major role in the marketing of the CIArb Nigeria Conference, delivering the most consistent pre-event coverage for its sponsors.

In a strategic partnership with the Nigerian Bar Association, this campaign will reach an extended audience of over 14,000 individuals, encompassing legal professionals, arbitrators, and mediators within Nigeria and internationally. The campaign will feature updates about the Conference, spotlight hot topics, and introduce key speakers through at least 8 flyers from July to November 2025.

Investment: Eight opportunities available at N700,000 each.

Benefits Include:

- Placement of your brand's logo on the sponsored flyer, ensuring continuous visibility to a wide professional audience.
- A direct link from your logo to your website within each flyer, driving targeted engagement and interest.
- A special feature in one flyer issue, showcasing your brand with up to 70 words, an image, and a link to your site (subject to approval), showcasing your sponsorship.

- Prominent display of your brand on the Conference's official website.
- Inclusion of your Company's details in the Conference Digital Platform, further enhancing your visibility among attendees on the go.
- Recognition of your sponsorship at the Conference's closing ceremony and within the post-event report, solidifying your brand's presence among key stakeholders.
- Your logo at the main registration area, ensuring attendees associate your brand with their first conference experience.

CONFERENCE DIRECTIONAL SIGNS

The Directional Signs sponsorship offers a unique opportunity for your brand to be prominently displayed throughout the Conference, guiding attendees to various locations and sessions within the venue. This exclusive sponsorship ensures your logo is seen by every attendee, providing directional assistance and reinforcing your brand's presence at the Conference.

Investment: N1,500,000

Benefits Include:

- Your company logo will be featured on all directional signage throughout the Conference venue. This includes signs pointing to the Auditorium, dining areas, and any other significant event locations.
- Your brand gains ongoing visibility, staying in view from the Conference's start through to its conclusion.
- By easing the navigation process, your brand becomes associated with a positive and smooth Conference experience.
- Directional signs will feature your brand's logo and colour scheme (subject to design guidelines), making them part of the Conference's visual theme.
- In addition to physical signage, your sponsorship will be acknowledged in the conference program, the digital platform, and on the conference website, with a link to your website.
- A special thank you post on our official social media channels thanking you for contributing to the navigational ease of the Conference.
- Your logo at the main registration area, ensuring attendees associate your brand with their first conference experience.

Application for Sponsorship

Event Details:

- **Event Name:** Chartered Institute of Arbitrators Nigeria Annual Conference
- **Date:** 12-14 November 2025
- **Venue:** The Jewel Aaida, Lagos, Nigeria

Sponsor Information:

- **Organisation Name:** _____
- **Contact Name:** _____
- **Position/Title:** _____
- **Address:** _____
- **Email:** _____
- **Phone:** _____

Sponsorship Selection: Please select your preferred sponsorship package and fill in the corresponding amount.

Headline Sponsor <input type="checkbox"/>	Platinum Sponsor <input type="checkbox"/>	Gold Sponsor <input type="checkbox"/>	Silver Sponsor <input type="checkbox"/>	Corporate Supporter <input type="checkbox"/>	Individual Supporter <input type="checkbox"/>	Friend of the Conference <input type="checkbox"/>
Gala Night <input type="checkbox"/>	Opening Ceremony <input type="checkbox"/>	Opening Cocktail <input type="checkbox"/>	Plenary Session <input type="checkbox"/>	YMG Day Session <input type="checkbox"/>	Lekki Conservation Center <input type="checkbox"/>	Sip & Paint <input type="checkbox"/>
Visit to Arts & Craft Village <input type="checkbox"/>	Slido (Audience Interaction) <input type="checkbox"/>	Whova Events <input type="checkbox"/>	Wi-Fi Coverage <input type="checkbox"/>	Networking Lunch <input type="checkbox"/>	Tea Break <input type="checkbox"/>	Conference Bags <input type="checkbox"/>
Transportation <input type="checkbox"/>	Note Pads <input type="checkbox"/>	Pens <input type="checkbox"/>	Lanyards <input type="checkbox"/>	Name Tags <input type="checkbox"/>	Mini Documentary <input type="checkbox"/>	flyer Campaign <input type="checkbox"/>

Investment Amount: N _____

Acknowledgement:

By submitting this form, the sponsoring organisation agrees to support the CI Arb Nigeria Annual Conference according to the selected sponsorship package, subject to the terms and conditions provided in the Sponsorship Prospectus.

Submission Instructions:

Please return this completed form to:

Name: _____ **Email:** _____

Phone

We appreciate your support and look forward to a successful partnership at the CI Arb Nigeria Annual Conference.

Terms and Conditions

Event Agreement

The Nigerian Branch of the Chartered Institute of Arbitrators (CI Arb Nigeria) proposes to conduct an Event to facilitate information-sharing, business and networking opportunities for stakeholders in the arbitration and alternative dispute resolution industry. The Sponsor wishes to sponsor the Event.

These Sponsorship Terms and Conditions are to be read in conjunction with the Sponsorship Application Form and the Sponsorship Prospectus. In the event of any inconsistency, the Sponsorship Terms and Conditions take precedence to the extent of any inconsistency.

Upon written acceptance by the Sponsor of the offer of sponsorship by CI Arb Nigeria, an agreement is entered into between CI Arb Nigeria and the Sponsor.

1. Definitions

- 1.1. **Agreement** means these Sponsorship Terms and Conditions, the Sponsorship Application Form and the Sponsorship Prospectus.
- 1.2. **CI Arb Nigeria** means the Nigerian Branch of the Chartered Institute of Arbitrators and its officers, employees, and contractors.
- 1.3. **Confidential Information** means any information:
 - (a) relating to the business of the Sponsor or the Event;
 - (b) of CI Arb Nigeria or the Sponsor, which is designated by the respective owner as confidential; or
 - (c) of CI Arb Nigeria or the Sponsor which is of a confidential or sensitive nature, which is marked or denoted as confidential or which a reasonable person to whom that information is disclosed or to whose knowledge the information comes would consider confidential,
 - (d) which is disclosed by CI Arb Nigeria or the Sponsor to the other, directly or indirectly, or otherwise comes to the knowledge of that party in relation to or in connection with this Agreement, whether that information is in oral, visual or written form or is recorded or embodied in any other medium.
- 1.4. **Event** means the CI Arb Nigeria 2025 Conference.
- 1.5. **Invoice** means an invoice issued by CI Arb Nigeria to the Sponsor specifying the Sponsorship Fee payable by the Sponsor to the Organiser for the Event.
- 1.6. **Parties** means CI Arb Nigeria and the Sponsor.
- 1.7. **Sponsor** means the entity sponsoring the CI Arb Nigeria 2025 Conference or a part of that Event.
- 1.8. **Sponsorship Application Form** means the form through which the Sponsor applies to CI Arb Nigeria to sponsor the Event or a part of the Event.
- 1.9. **Sponsorship Fee** means the relevant amount payable under the Sponsorship Prospectus, based on the applicable Sponsorship Package, or as agreed with CI Arb Nigeria.
- 1.10. **Sponsorship Package** means the item(s) applied for in the Sponsorship Application Form.
- 1.11. **Sponsorship Prospectus** means the CI Arb Nigeria 2025 Conference Sponsorship Prospectus.

2. Acceptance of Terms

2.1. By submitting a sponsorship request for the Event, the Sponsor acknowledges and agrees to abide by these terms and conditions. The Sponsor also confirms its understanding and acceptance of all conditions, benefits, and responsibilities as outlined in the chosen Sponsorship Package.

3. **Payment Terms**

- 3.1. **Payment Schedule:** CIArb Nigeria must receive the full payment for the chosen Sponsorship Package within 30 days following the issuance of the Invoice.
- 3.2. **Accepted Payment Methods:** Payments can be made via bank transfer or cheque payable to the Chartered Institute of Arbitrators Nigeria. Bank details will be provided in the Invoice.
- 3.3. **Consequences of Late or Unfulfilled Payments:** Failure to make timely payments may result in the cancellation of this Agreement, and any prior payments may not be refunded. The reserved Sponsorship Package may be offered to another party without further notice.

4. **Cancellation Policy**

- 4.1. **Cancellations by you:** Sponsors who decide to cancel their participation must inform CIArb Nigeria in writing. If the cancellation notice is received more than 90 days before the Event, the sponsor will be refunded 50% of the total Sponsorship Fee. Cancellations made less than 90 days before the Event will not be eligible for any refund due to incurred preparation costs and commitments made by CIArb Nigeria.
- 4.2. **Cancellations by us:** In the rare circumstance that CIArb Nigeria finds it necessary to cancel the Event, sponsors will be provided with a full refund of the sponsorship fee. Alternatively, the sponsor may opt to transfer their sponsorship to the subsequent Conference.
- 4.3. **Adjustments for Event Changes:** If alterations to the Event's scheduled format or timing necessitate changes in the sponsorship arrangement, CIArb Nigeria pledges to negotiate adjustments in good faith to ensure that sponsorship benefits and terms remain equitable and relevant to the new event structure.

5. **Sponsorship Benefits**

- 5.1. The benefits associated with each Sponsorship Package will be delivered as outlined in the Sponsorship Prospectus.
- 5.2. For Sponsors interested in bespoke arrangements or modifications to the standard benefits, these must be formally agreed in writing by the Parties.

6. **Use of Intellectual Property**

- 6.1. **Sponsor Logos and Trademarks:** Sponsors grant CIArb Nigeria a non-exclusive, royalty-free license to use their logos, trademarks, and service marks (collectively, "Marks") in connection with the promotion and execution of the Event. This includes but is not limited to, marketing materials, event signage, and digital platforms associated with the Conference.
- 6.2. **Conference Intellectual Property:** CIArb Nigeria has all rights to the Event's name, logo, and any other proprietary materials created for the purpose of the Event (the "Event IP"). Sponsors may

use these materials solely in the manner and for the purposes explicitly authorised by CI Arb Nigeria, and such use must acknowledge the ownership of CI Arb Nigeria.

- 6.3. **Approval and Quality Control:** All uses of Sponsors' Marks by CI Arb Nigeria and all uses of the Event IP by sponsors must be pre-approved in writing. Sponsors must ensure that any use of the Event IP conforms to the quality standards set by CI Arb Nigeria and does not negatively impact the reputation or branding of the Event or CI Arb Nigeria.
- 6.4. **Prohibited Use:** Sponsors agree not to use the Event IP in a manner that suggests endorsement or sponsorship of any product or service not associated with the Event, or in any manner that is likely to cause confusion among consumers, or that disparages or discredits CI Arb Nigeria or the Event.
- 6.5. **Intellectual Property of Others:** Sponsors warrant that all IP provided for use in connection with the Event does not infringe upon the rights of any third party and that they have all necessary rights and permissions to grant the aforementioned license.

7. Limitation of Liability

- 7.1. **Liability Cap:** The total liability towards any sponsor, under any circumstances, including but not limited to non-fulfilment of benefits, disruption of Event, or any other claim related to the Sponsorship Agreement, shall not exceed the total Sponsorship Fee paid by the Sponsor.
- 7.2. **Scope of Liability:** Under no circumstances shall CI Arb Nigeria be liable for indirect, consequential, exemplary, or punitive damages, such as lost profits or other intangible losses, arising out of or in connection with this Sponsorship Agreement or the Event itself.
- 7.3. **Sponsor's Indemnity:** Sponsors agree to indemnify and hold harmless CI Arb Nigeria, its affiliates, officers, agents, employees, and partners from any claim or demand, including reasonable attorneys' fees, made by any third party due to or arising out of the Sponsor's activities related to the Event or violation of this Agreement.

8. Force Majeure

- 8.1. **Definition:** Force Majeure refers to any event beyond the reasonable control of the parties, including but not limited to natural disasters (floods, earthquakes, hurricanes), war, terrorism, civil disorder, industrial action (excluding strikes involving the party's own employees), significant public health emergencies (pandemics, epidemics), and governmental or regulatory actions including changes in laws, that prevents either party from fulfilling their contractual obligations.
- 8.2. **Notification:** The affected party must notify the other party within 14 days of the occurrence of a Force Majeure event, detailing the nature of the Event, its anticipated duration, and its impact on their ability to perform under the terms of the sponsorship agreement.
- 8.3. **Event Rescheduling:** In case of a Force Majeure event, CI Arb Nigeria will endeavour to reschedule the Event within 6 months from the originally scheduled date. Sponsors will have the option to transfer their sponsorship to the rescheduled Event under the same terms and

conditions.

- 8.4. **Refund Policy if Rescheduling Is Not Possible:** If rescheduling the Event within the specified timeframe is not feasible, Sponsors will be offered a choice between a pro-rata refund of their sponsorship fees or transferring their sponsorship to the next scheduled Conference.
- 8.5. **No Liability for Force Majeure:** Neither party shall be liable to the other for any delay or non-performance of their obligations under this Agreement arising from any Force Majeure event, provided that they have complied with the provisions of this clause.

9. Confidentiality

- 9.1. The parties undertake to keep confidential all proprietary information exchanged within the scope of this Agreement. This encompasses, without limitation, details of sponsorship packages, promotional tactics, attendee information, and any other confidential data not openly available.
- 9.2. Each party agrees to take all necessary precautions to prevent the unauthorised disclosure of such information, using at least the same degree of care that it uses to protect its own confidential information of a similar nature. This confidentiality obligation shall survive the termination of this Agreement and remain in effect indefinitely.

10. Governing Law and Dispute Resolution

- 10.1. This Agreement shall be governed by and construed in accordance with the laws of Nigeria.
- 10.2. In the event of a dispute arising from or in connection with this sponsorship agreement, the parties shall endeavour to resolve the matter amicably through direct negotiation.
- 10.3. If the negotiation does not result in a resolution within thirty (30) days, the parties shall proceed with mediation. A neutral mediator, agreed upon by both parties, shall be appointed to facilitate this process.
- 10.4. If mediation does not successfully resolve the dispute within sixty (60) days of its initiation, either party shall refer the dispute to arbitration before a sole arbitrator in Lagos, Nigeria, in accordance with the Arbitration and Mediation Act 2023. The decision of the arbitrator shall be final and binding.

11. Amendments

- 11.1. Any amendments or modifications to these terms and conditions are only valid if made in writing and mutually agreed upon by both parties. Verbal agreements or understandings will not be recognised as valid amendments to this Agreement. The parties must sign any written amendments to signify their consent and acceptance of the new terms.

FAQs for Potential Sponsors

How do I become a sponsor for the Chartered Institute of Arbitrators Nigeria Annual Conference?

To become a sponsor, please fill out the Sponsorship Application Form provided in the sponsorship prospectus or on the conference website. Select your preferred sponsorship package and submit the form along with your payment to secure your sponsorship.

What are the different levels of sponsorship available, and what benefits do they include?

We offer various levels of sponsorship, including Headline, Platinum, Gold, Silver, Bronze, Corporate Supporter, Individual Supporter, and Friend of the Conference. Each level comes with its own set of benefits, detailed in the sponsorship prospectus. Benefits range from branding opportunities, speaking slots, and complimentary registrations to promotional opportunities in conference materials and digital platforms.

What specific sponsorship opportunities are available?

In addition to our tiered sponsorship levels, we offer specific sponsorship opportunities designed to enhance your visibility and engagement at the Conference. These include sponsoring plenary sessions, networking events such as the gala dinner and welcome cocktail, and other branding opportunities like lanyards, conference bags, and directional signs. Each of these opportunities provides unique exposure to Conference participants.

Can we customise our sponsorship package?

Yes, we are open to discussing custom sponsorship packages to meet your marketing objectives. Please contact our sponsorship team to explore bespoke options.

What is the payment process for the sponsorship fee?

Upon selecting a sponsorship package, you will receive an invoice with detailed payment instructions. We accept payments via bank transfer and cheques. Full payment is required within 30 days of invoice issuance to secure your sponsorship slot.

What happens if we need to cancel our sponsorship?

Sponsors can cancel their participation by notifying us in writing. If cancellation occurs more than 90 days before the Conference, a 50% refund will be provided. Cancellations less than 90 days prior to the Event are not eligible for a refund due to incurred costs and commitments.

How will our brand be featured at the Conference?

Sponsorship benefits include various branding opportunities such as event signage, conference materials, digital platforms, and more. The exact details depend on your chosen sponsorship level and are outlined in the sponsorship prospectus.

Are there opportunities to speak or present at the Conference as a sponsor?

Yes, certain sponsorship packages include speaking opportunities or panel participation. Please refer to the sponsorship prospectus for detailed information on which packages include these opportunities.

How can we maximise our visibility and impact at the Conference?

We recommend engaging with the event attendees through available sponsorship benefits, such as hosting a side event, participating in panel discussions, or utilising digital advertising opportunities. Our sponsorship team can work with you to identify the best strategies for your goals.

Who can I contact for more information about sponsorship opportunities?

For more information or to discuss your sponsorship interests further, please contact the Sponsorship Liaison (whose details are below). We're here to assist you in finding the perfect fit for your brand at our Conference.

We Welcome Your Partnership

Thank you for exploring the sponsorship opportunities available at the CI Arb Nigeria 2025 Annual Conference.

Once you have decided on a sponsorship package, please fill out and return the Sponsorship Application Form included in this prospectus.

For additional information or to discuss bespoke sponsorship opportunities, our conference management team is readily available to assist you.

We are excited about the prospect of partnering with you for this Event and look forward to welcoming you to The Jewel Aida, Lekki, Lagos in November 2025.

**Seyilayo Ojo, SAN C.Arb and Laura Alakija FCI Arb
Conference Co-Chairs**

Sponsorship Liaison: **Chinelo Agbala**

Email: **Chinelo.agbala@ciarbnigeria.org**

Telephone: **0806 720 0353**