

INTERNATIONAL ORGANIZATION FOR MEDICAL PHYSICS

Terms and Conditions

Sponsored Webinar (60 minutes)Effective 1 May 2026 · www.iomp.org/corporate-members/

These Terms and Conditions govern the relationship between the International Organization for Medical Physics (IOMP) and the Sponsor in relation to a Sponsored Webinar. By submitting a booking, the Sponsor agrees to these Terms.

1. Definitions

- 1.1. "IOMP" means the International Organization for Medical Physics, a company limited by guarantee, registered in England and Wales (No. 11119605), registered office: Fairmount House, 230 Tadcaster Road, York YO24 1ES.
- 1.2. "Sponsor" means the organisation or company booking the Sponsored Webinar.
- 1.3. "Webinar" means a live, sixty (60)-minute online event hosted on the IOMP platform, co-branded with the Sponsor and promoted through IOMP communication channels.
- 1.4. "ExCom" means the IOMP Executive Committee, which retains final authority over the Webinar topic, title, and speaker approval.
- 1.5. "Moderator" means the IOMP ExCom member appointed to chair the Webinar.

2. Booking and scheduling

- 2.1. A booking is confirmed only upon receipt of written confirmation from IOMP and full payment of the applicable fee.
- 2.2. The Webinar date will be agreed between the Sponsor and the IOMP Treasurer's office, subject to platform availability and the IOMP events calendar.
- 2.3. IOMP will issue an invoice upon booking confirmation. Payment terms are set out in Clause 6.

3. Topic, title, and speaker approval

- 3.1. The Webinar topic must be relevant to medical physics or closely related fields. Topics of a political, commercial-promotional, or otherwise sensitive nature are not permitted.
- 3.2. The Sponsor must submit a proposed title, abstract (maximum 200 words), and the full name(s) and brief biography of proposed speaker(s) to the IOMP Treasurer's office at least forty-five (45) days before the agreed Webinar date.
- 3.3. The title and speaker(s) are subject to approval by the IOMP ExCom. IOMP will communicate approval or a request for amendments within fifteen (15) working days of receiving the submission.
- 3.4. IOMP reserves the right to refuse a topic or speaker at its discretion. If a submission is refused, the Sponsor may propose an alternative subject to the same approval process. If no suitable alternative is agreed, the booking may be cancelled under Clause 7.
- 3.5. The Moderator will be appointed by the IOMP ExCom and is typically a serving ExCom member. The Sponsor may not request a specific moderator.

4. Promotion and co-branding

- 4.1. Once the title and speaker(s) are approved, IOMP will promote the Webinar through the IOMP Newsletter, eMPW bulletin, social media channels, and an Email Blast to the IOMP subscriber list.
- 4.2. The Webinar will be identified as an IOMP-hosted event co-sponsored by the Sponsor. The Sponsor's logo will be displayed on the event registration page and during the live Webinar.
- 4.3. The Sponsor must supply its logo in high-resolution PNG or SVG format no later than thirty (30) days before the Webinar date.

5. Delivery, recording, and post-event

- 5.1. The Webinar will be hosted on the IOMP platform. Technical requirements and access details will be provided to the Sponsor and speaker(s) at least seven (7) days before the Webinar date.

- 5.2. The Webinar will be recorded by IOMP. The recording will be archived on the IOMP School platform and the IOMP YouTube channel, normally within fourteen (14) days of the event date.
- 5.3. IOMP will provide the Sponsor with an attendance summary (number of registrants and attendees) within ten (10) working days of the Webinar date. No personal data of attendees will be shared with the Sponsor.
- 5.4. IOMP accepts no liability for technical failures beyond its reasonable control, including connectivity issues experienced by the Sponsor, speakers, or attendees.

6. Fees and payment

- 6.1. Fees are as set out in the IOMP Advertising & Publishing Rates 2026, available at www.iomp.org/corporate-members/. Corporate members are entitled to the applicable tier discount (Silver 25%, Gold 50%, Platinum 75%). Promotion and post-event archiving are included in the fee.
- 6.2. Payment is due within thirty (30) days of the invoice date, and in any event before the Webinar date. IOMP reserves the right to withhold delivery if payment has not been received.
- 6.3. All fees are quoted in Euros (EUR) and are exclusive of any applicable taxes.
- 6.4. Fees are subject to annual review. The rates applicable are those published at the time of booking confirmation.

7. Cancellation

- 7.1. Cancellations must be notified in writing to the IOMP Treasurer's office.
- 7.2. The following cancellation charges apply:
 - 7.2.1. Cancellation more than 45 days before the Webinar date: 25% of the agreed fee is payable.
 - 7.2.2. Cancellation 22 to 45 days before the Webinar date: 50% of the agreed fee is payable.
 - 7.2.3. Cancellation 21 days or fewer before the Webinar date: 100% of the agreed fee is payable.
- 7.3. If a confirmed speaker withdraws and no suitable replacement is proposed by the Sponsor within seven (7) days, IOMP may treat the booking as cancelled under the timescales in Clause 7.2.
- 7.4. IOMP may cancel a booking at any time if the Sponsor is in breach of these Terms, without refund. If IOMP cancels for reasons within its own control and not attributable to the Sponsor, a full refund will be issued.

8. Intellectual property

- 8.1. The Sponsor warrants that all materials provided (logos, slides, videos, and other content) are owned by or properly licensed to the Sponsor and do not infringe any third-party rights.
- 8.2. The Sponsor grants IOMP a non-exclusive, royalty-free, perpetual licence to use the Webinar recording for archiving, educational, and promotional purposes on IOMP platforms.
- 8.3. IOMP retains all rights in its own branding, platform, and subscriber data.

9. Liability and indemnity

- 9.1. The Sponsor agrees to indemnify and hold harmless IOMP, its officers, and committee members from and against any claims, damages, costs, or expenses arising from the Sponsor's materials or breach of these Terms.
- 9.2. IOMP's total liability to the Sponsor under these Terms shall not exceed the fee paid for the relevant Webinar.
- 9.3. Neither party shall be liable for any indirect, consequential, or loss-of-profit damages.

10. General

- 10.1. These Terms constitute the entire agreement between the parties in relation to the Sponsored Webinar and supersede all prior representations.
- 10.2. These Terms are governed by and construed in accordance with the laws of England and Wales. Any disputes shall be subject to the exclusive jurisdiction of the courts of England and Wales.
- 10.3. IOMP may update these Terms from time to time. The version applicable is that published at the time of booking confirmation.

Enquiries: treas.iomp@gmail.com

Agreed and signed by the authorised representatives of both parties:

For and on behalf of the Sponsor

Company name:

Address:

Signature

Name and title

Date

For and on behalf of IOMP

International Organization for Medical Physics

Fairmount House, 230 Tadcaster Road

York YO24 1ES, England

Signature

Name and title

Date