



NATIONAL SOCIETY OF BLACK ENGINEERS
COMMITMENT FORM

Name of Organization:

Billing Address:

City, State, Zip:

Bill To Name:

Billing Email:

Billing Phone Number:

Sponsorship:

Amount: \$

Please be aware: If you are sponsoring a named scholarship, your invoice will include a 10% administration fee.

PAYMENT TERMS & CONDITIONS

All payments are due 30 days from the invoice date.

Payments outstanding after December 31, 2024 will affect your participation at the convention.

There will be a 25% fee for any sponsorship cancellations after January 3, 2025. This includes paid and unpaid invoices.]

There will be no refunds after January 31, 2025.

I, (Client's Name), have read and agree the terms and conditions of this commitment form.

Client's Signature

Once you have signed and completed this commitment form, please upload to www.nsbe.org/partnerships/partner-commitment.

Form of Payment

Select your chosen form of payment below and follow the provided instructions.

ACH/ DIRECT DEPOSIT

Please request a copy of our W9 form from accounting@nsbe.org.

CHECK

Make check payable to National Society of Black Engineers at 205 Daingerfield Road, Alexandria, Virginia 22314, ATTN: Commitments. The check **must** include a copy of the invoice or invoice number.

VENDOR PAYMENT PORTAL

Please send all documents that need to be completed by NSBE to accounting@nsbe.org

NOTE: Any contracts or legal documentation that NSBE needs to complete must be provided to your NSBE Fund Development contact 3-5 weeks before the desired return date.

PLEASE PROVIDE ADDITIONAL INVOICING INSTRUCTION HERE:

Credit Card

Card Type:

Card Number:

Name on Card:

Expiration Date:

Security Code:

On behalf of the National Society of Black Engineers, we thank you for your commitment and the continued efforts to *increase the number of culturally responsible Black Engineers who excel academically, succeed professionally, and positively impact the community.*

For questions about your partnership, please reach out to
national_partnerships@nsbe.org.