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| General conditions for awarding a patronage by theŁukasiewicz Research Network – Industrial Research Institute for Automation and Measurements PIAP (Łukasiewicz - PIAP Patronage) |

The Patronage of Łukasiewicz Research Network – Industrial Research Institute for Automation and Measurements PIAP is an expression of support, appreciation and commendation of the actions taken as part of a specific undertaking related with the scope of Institute’s activities. The organisers of the undertaking under the Patronage of Łukasiewicz – PIAP may use Łukasiewicz – PIAP logo in information and promotional materials on the undertaking clearly showing that it is under the Patronage of Łukasiewicz – PIAP.

**Łukasiewicz – PIAP Patronage award procedure:**

* The organiser of the undertaking sends a completed “Application for the Łukasiewicz – PIAP Patronage” to the following address: Łukasiewicz – Przemysłowy Instytut Automatyki i Pomiarów PIAP, Al. Jerozolimskie 202, 02-486 Warszawa or by e-mail to media@piap.lukasiewicz.gov.pl not later than 30 days before the date of the undertaking.
* Please add a note “Application for the Łukasiewicz – PIAP Patronage (undertaking name)”.
* The applicant will receive the response within 30 days.

**The organisers of the undertaking awarded the Łukasiewicz - PIAP Patronage are required to:**

* Provide a suitable setting for the event.
* Use a Łukasiewicz – PIAP logo (available for download at: <https://piap.pl/o-nas/serwis-prasowy/>) placed in a visible location during the event and on the materials promoting the undertaking; the materials before the publication must be approved by Łukasiewicz – PIAP (media@piap.lukasiewicz.gov.pl).
* Notify the media about the event.
* Allow Łukasiewicz - PIAP to distribute own promotional material during the event.
* Provide Łukasiewicz – PIAP with a number of tickets for the event agreed upon with the Organiser if the event has a limited number of participants.
* Provide Łukasiewicz – PIAP with a press release (a report and picture story from the event) including an approval for use the press release in Łukasiewicz – PIAP promotional and information materials.

**Additional information:**

* The award of the Łukasiewicz - PIAP Patronage is not associated with any financial, material or organisational support nor any personal participation of the institute representatives in the undertaking.
* Depending on the nature of the undertaking, individual conditions and scope of cooperation as part of the Łukasiewicz - PIAP Patronage can be determined.
* The Łukasiewicz – PIAP Patronage can be withdrawn if the Organiser of the undertaking does not meet the obligations arising from the awarded Patronage.

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| Application for the Łukasiewicz - PIAP Patronage |

........................................................................................................................................................................... /applicant name/

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1. Full name of the undertaking:

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2. Place, date and duration of the undertaking:

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3. Scope of the undertaking (international, national, supraregional, regional or local):

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4. Purpose of the undertaking:

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5. Who is the undertaking aimed at and what is the planned number of participants?

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6. Is the undertaking chargeable, and if so, what is the cost?

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7. Partners and/or co-organisers of the undertaking:

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8. Is the undertaking cyclical? If so, please specify if any previous editions were under the Łukasiewicz - PIAP Patronage.

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9. List of other entities approached for or planned to approach for the patronage:

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10. Programme of the undertaking (may be attached to the application):

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11. Name and surname of the contact person, including phone number and e-mail:

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/place and date/ /applicant signature and stamp/

STATEMENT

I hereby confirm that I have read and accept the “Terms and conditions of awarding the Patronage by the Łukasiewicz Research Network – Industrial Research Institute for Automation and Measurements PIAP”.

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/place and date/ /applicant signature and stamp/