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**This is an unofficial summary of the points that are listed in the Corporate Relations Policy. This document should be used for educational purposes only. References to policy should be done in the official version found on the CUS website.**

1. There is a difference between “sponsorship” and “corporate relations.” Sponsorship is any exchange of materials (including money and people) or services between anyone inside the CUS and anyone outside the CUS. Sponsorship provides exposure of the sponsoring company or access to services and/or resources of the CUS (including students). Corporate Relations is the interactions and communication required in order to obtain sponsorship.
2. Only certain people can act on behalf of the CUS. These people include the President, Executive Council, Corporate Relations Director and their team, and anyone in the CUS where their primary role is handling external affairs, corporate relations, and sponsorship. While anyone in the CUS can interact with anyone outside of the CUS, official business must be conducted by a representative of the CUS. Whether a student is a representative or not of the CUS, a student must not enter into a contract personally (by signing an agreement on behalf of the CUS). All agreements with anyone outside of the CUS must be made with the UBC Alma Mater Society. When acting on behalf of the CUS, students must ensure that there is no conflict of interest between their personal interests and the betterment of the CUS (i.e. a potential job offer and sponsorship for the CUS).
3. There are four classifications of sponsors: Traditional Sponsors, Non-Traditional Sponsors, Restricted Sponsors, and Non-Restricted Sponsors. Traditional Sponsors sponsor the CUS year after year, whereas Non-Traditional Sponsors may not be every year. Both Traditional and Non-Traditional Sponsors are considered to be Restricted Sponsors. Non-Restricted Sponsors are “everyone else” and most likely have not sponsored the CUS in the past.
4. To ensure a strong relationship with our sponsors, the CUS has a one-contact system. If a student is not the contact for the sponsor, students may not contact that sponsor for anything to do with the CUS (unless the Corporate Relations Director gives them permission). The CUS also maintains a one contact system with any sponsorship-generating events. The one-contact system is governed by the Corporate Relations Director and their team.
5. If a student wants to contact a Restricted Sponsor, they must contact the Corporate Relations team by first going to the Corporate Relations Manager (or CRM) responsible for the event in question, then the CRM for the company, then the Corporate Relations Director. Any contact with the Restricted Sponsor will be handled by the Corporate Relations Team (unless appropriate otherwise). To learn which companies who are considered to be Restricted Sponsors, please speak to the Corporate Relations Director.
6. If a Non-Restricted Sponsor shows continual interest in sponsoring the CUS in the future, that Sponsor may be deemed to be a Restricted Sponsor. If a student is seeking sponsorship in the community, they must inform the Corporate Relations Director who is being approached and for what purpose. This is to ensure that there are no potential conflicts between any current sponsors or deliverables.

7. If the purpose of sponsorship is vastly different than the CUS, independence from the CUS may be granted. The President, VP External, and Corporate Relations Director shall determine what will operate independently from the CUS.

