



## International Conference Proceedings Series Agreement

This Agreement is made between:

ACM (the Association for Computing Machinery), with its principal offices at 2 Penn Plaza, Suite 701, New York, NY 10121-0701, USA, hereinafter to be referred to as "ACM", and

(Event Organizer Name), with its principal offices at Event Organizer Address, hereinafter to be referred to as "Event Organizer".

In consideration of the mutual covenants and obligations herein contained, the Parties hereto agree to enter into this Agreement, which specifies the terms and conditions under which ACM and **Event Organizer** will work together to publish the **Event Organizer's** conference, workshop, or symposium proceedings in a series of proceedings entitled the *ACM International Conference Proceedings Series* (hereinafter called, individually and collectively, "ICPS"). ACM and the **Event Organizer** agree as follows:

I hereby affirm that I have the right and authority to sign this document.

ICPS shall include primarily conference, workshop, or symposium proceedings of no fewer than 5 articles and no more than 200 articles per event, unless otherwise agreed between the Parties. The Series shall have an emphasis on high quality, unique, and innovative research presented at non-ACM sponsored events.

### Section 1. Editorial & Publication Considerations

1. **Event Organizers wishing to secure cooperating status with an ACM SIG, must first apply for cooperation.** **Event Organizer** agrees to not simultaneously apply for publication of their proceedings for inclusion in ACM ICPS and any other ACM sponsored, co-sponsored, in-cooperation status or any non-ACM publishing program. Failure to comply with these provisions will result in immediate rejection of any unpublished works and removal of any published works in the ACM Digital Library.

2. The decision to publish **Event Organizer proceedings** shall be made by the ICPS Editor-in-Chief and/or the ACM Director of Publications who, in their sole discretion at any time during the submission and publication process, may veto the publication based on issues of editorial quality control, or financial considerations. The application review process will commence shortly after the application is submitted. Expect a response to your application within four (4) weeks.

3. Event Organizer must check each accepted manuscript for plagiarism. ACM currently has an Agreement with Turnitin, LLC to use their iThenticate plagiarism software. Details regarding use of the system and login credentials will be provided for all accepted applications.



4. Periodically, ACM updates and makes changes to its authoring templates for ICPS. The **Event Organizers** agree to use the current template being utilized by ACM at the time the ICPS application is approved.

5. **Event Organizer** agrees to provide ACM with all related source files and PDF versions of individual articles a minimum of 3 weeks prior to the start date of the event. For Proceedings published after events take place, the **Event Organizers** shall send ACM source files and PDF versions of individual articles no later than 3 months from the completion date of the event.

6. Provided conditions in point 4 and 5 are met, all files are properly formatted, and are using the correct template, ACM agrees to publish the Proceedings no later than the start date of the event in the ACM Digital Library as part of the ICPS.

7. ACM does not intend to print or store any physical inventory of volumes published in ICPS. In the event the **Event Organizers** wish to have print or other physical media versions of the Proceedings created for distribution at the event, you may arrange for local printing and distribution at your event.

## **Section 2. Rights & Permissions Considerations**

1. All titles in ICPS will be copyrighted and published as a whole by ACM.
2. All ICPS authors will choose among the same rights options offered to all ACM authors.
3. Each paper in the ICPS title will carry the appropriate rights statement according to the rights assigned/selected by the authors.
3. ACM will register or have registered all ICPS titles with the Library of Congress.
4. ACM will register or have registered a Digital Object Identifier (DOI) for every individual article published in ICPS titles and for the proceedings volume itself.
5. For every proceedings title in ICPS, ACM agrees to include the appropriate copyright notice on each proceedings title page and to register copyright with the Copyright Office.
6. If your ICPS application is not approved for publication, all rights revert to **Event Organizer Name**.

## **Section 3. Marketing Considerations**

1. There shall be a consistent look and feel for all ACM ICPS titles.
2. The **Event Organizer** agrees to promote the proceedings' inclusion in ACM ICPS utilizing the appropriate ACM name, logo, and trademarks for ACM and ACM ICPS after receiving the acceptance notice into the ICPS program from the EiC or the ACM Director of Publications.

## **Section 4. Financial & Business Considerations**

1. This Agreement does not constitute any formal or legal partnership between ACM and the **Event Organizer**, and ACM shares no responsibility, financial, legal, or otherwise in the actual event or event organization, other than those terms explicitly detailed in this agreement related to the publication of the proceedings of the event in the ACM Digital Library.



2. The following fee structure shall apply for all ICPS submissions and titles approved for publication in ACM ICPS:

- US\$50.00 Non-refundable Annual ICPS Application Fee
- US\$750.00 Base Rate for all volumes containing up to 30 articles, plus US\$20 per article over 30 articles
- US\$80.00 per proceedings title for registration with the United States Library of Congress
- US\$1.50 per proceedings title for ISBN acquisition & registration fee
- US\$1.00 per published article to register Digital Object Identifiers with Crossref
- US\$.55 per accepted article for iThenticate plagiarism detection software service

In addition, ACM is offering ICPS events the option, at the **Event Organizer's** discretion, to provide Open Access Table of Contents (OpenTOC) and OpenConference services to satisfy the Open Access needs of many in the scientific community. Each of these services are described below:

a) OpenTOC ó ACM will provide an HTML version of the table of contents of the proceedings for posting on an event's designated website(s). The HTML file provides those visiting the event's designated website(s) with ACM and its Author-Ized links enabling direct and free full-text access and downloads from the ACM Digital Library. Please note that those visiting ICPS published articles in the ACM Digital Library without utilizing óAuthor-Izerö links will still require authenticated access.

b) OpenConference ó ACM will make all full-text articles of the **Event Organizer's** proceedings freely available for full-text download directly from the ACM Digital Library platform for the duration of the related event.

The following optional OpenTOC and OpenConference fee structure shall apply for all ICPS submissions and titles approved for publication in ACM ICPS:

- US\$1,000.00 Base Rate for all volumes containing up to 30 articles, plus US\$25 per article over 30 articles

3. Relationship Between Parties. The status of **Event Organizer** in relation to ACM and this Agreement is that of an independent contractor. ACM is an independent organization and ICPS Series Editor-in-Chief is an agent of ACM.

4. Agreement Term. The term of this Agreement shall be for the current year's proceedings only. Each subsequent year requires a separate application.

5. Governing Law. The terms and conditions of this Agreement are governed by New York law. All disputes arising out of or relating to this Agreement shall be exclusively submitted to arbitration in accordance with the Arbitration Rules of New York State.

6. Assignment. This Agreement may not be assigned by either party to any other person or organization, nor may either party sub-contract any of its obligations, without the prior written consent of the other party.



**Signatures**

On behalf of **Event Organizer**

On behalf of ACM

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

Scott Delman  
\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**Event Organizer Name and address**

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Please complete and remit this form via email to [Craig Rodkin](mailto:Craig.Rodkin) or fax to ACM at 212-869-0481 (ATTN: Craig Rodkin)