

MARCH 23-25
ONTARIO, CA

EXHIBITOR
INFORMATION

*Soaring to New Heights:
Partnerships for an
Expanded Community for All*



2017 CAEYC ANNUAL
CONFERENCE
AND EXPO



*Soaring to New Heights:
Partnerships for an Expanded
Education Community for All*

2017 CAEYC ANNUAL CONFERENCE MARCH 23-25 • ONTARIO, CA AND EXPO

Welcome!

We hope you will join us for the 2017 CAEYC Annual Conference & Expo in Ontario, California.

This Annual Conference is the largest gathering of Early Care and Education professionals from around the State, and draws nearly 2,300 attendees representing many constituencies. Our theme this year is *Soaring to New Heights: Partnerships for an Expanded Community for All*.

As you know, participation in the Expo offers you a great opportunity to connect directly with your customers in the ECE community and to talk face-to-face with decision-makers in the industry. There is no better opportunity throughout the year to join a gathering of ECE professionals in one place than being at the CAEYC Annual Conference & Expo!

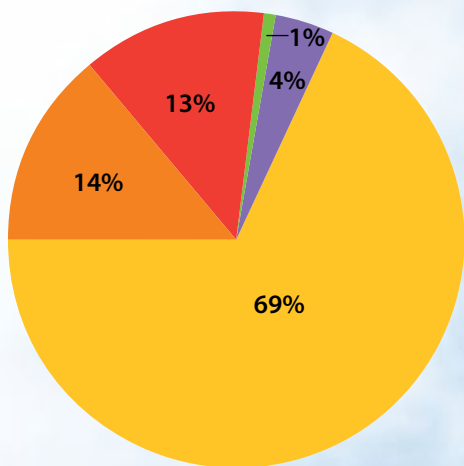
Enclosed is the Exhibitor Packet that provides detailed information about the 2017 Annual Conference & Expo. Also included are statistics from prior conferences for your review. We hope this information will help you understand the value of participating and motivate you to join us for the 2017 Conference & Expo in Ontario!

Coming soon is information about CAEYC Sponsorship Opportunities. We hope you will consider one of the many ways you can provide additional support to CAEYC throughout the year, while maximizing your marketing opportunities.

We look forward to hearing from you soon to reserve your Expo booth and to discuss Sponsorship Opportunities!

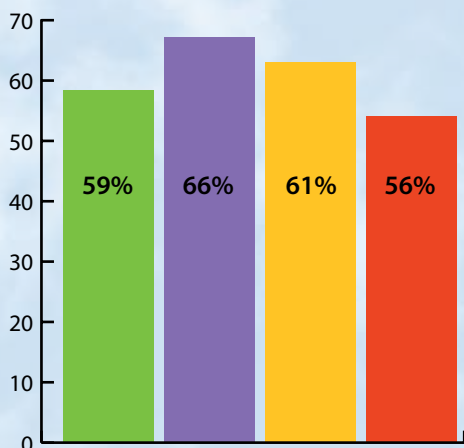


2016 Annual Conference & Expo Statistics



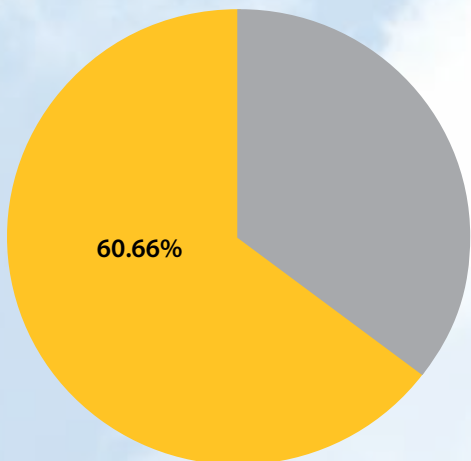
Attendee Demographics 2016

- Teacher/Center Director/School Administrator
- Other
- Green
- College Educator/Trainer/Consultant
- Family Child Care Provider



In 2016, attendees visited the expo hall to:

- Visit my regular vendors
- Seek out new vendors
- Find something new
- Research items for future purchases



60.66% of attendees purchase materials/products from the expo hall for professional or personal use.

DEADLINES TO REMEMBER

January 9, 2017

Early Bird Pricing ends

January 9, 2017

Exhibit space cancellation—50% refund on or prior to this date

January 27, 2017

Conference Program Advertising deadline

February 1, 2017

All outstanding balances due

February 1, 2017

Notify CAEYC about use of an outside vendor

February 17, 2017

Advanced Pricing ends

February 17, 2017

Exhibitor certificate of insurance and sales permit due to CAEYC

February 28, 2017

Hotel room reservation cut-off

March 23, 2017

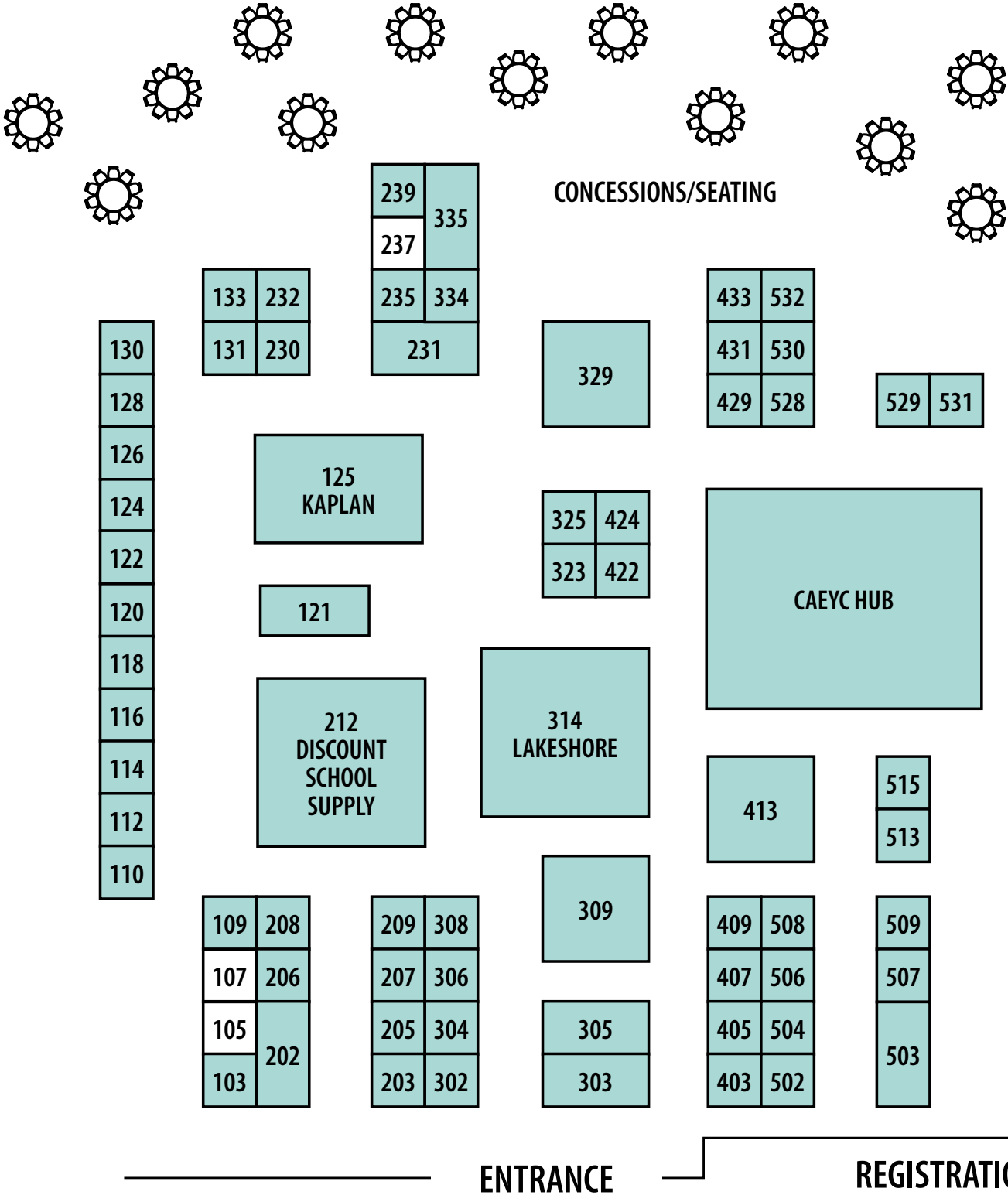
Exhibit displays complete and ready by 4:00pm

Exhibit Hall Floor Plan

*Cartload move-in/
move-out service at
no extra cost*

*Dedicated
Expo Hall Hours
(Friday AND Saturday)*

*\$100 savings on
the Show Special
furniture package*



= SOLD as of 2/27/17

EXHIBITOR RULES AND REGULATIONS

2017 CAEYC Annual Conference & Expo

March 23-25, 2017 • Ontario, CA



950 Glenn Drive,
Suite 150
Folsom, CA 95630
(916) 486-7750
www.caeyc.org

These Rules and Regulations are set by CAEYC for all organizations and their personnel exhibiting at the 2017 Annual Conference & Expo (also referred to as "Conference" and "Tradeshow").

Exhibit Schedule

(All times subject to change.)

Thursday, March 23, 2017

Exhibitor Registration and Set Up: 8:00am – 4:00pm
Expo Hall Open/Reception: 4:30pm – 6:30pm

Friday, March 24, 2017

Expo Hall Open: 11:00am – 6:00pm

Saturday, March 25, 2017

Expo Hall Open: 9:30am – 2:30pm
Exhibitor Move-out: 2:30pm – 8:00pm

Booth Space – 10x10 Booths

Regular 10' x 10' exhibit booths include the following:

- 8-foot draped backdrop
- 3-foot side rails
- Booth identification Sign (7" x 44" with one company name and booth number)
- Booth carpet in show colors (does not include padding)
- 4 exhibit hall only staff badges
- Company Listing in conference program
- Company Listing in conference mobile app
- Electronic pre-conference attendee list (one list two weeks prior to conference by request only)
- Electronic post-conference attendee list

10' x 10' exhibit booth **DOES NOT** include: furniture, custom carpet, tables, chairs, electricity, drayage, audio-visual, union labor, internet access, etc.

Booth Pricing

- **In-line booth:** \$635 (early bird rate until January 9, 2017); \$735 (advanced rate until February 17, 2017)*
- **Corner booth:** \$735 (early bird rate until January 9, 2017); \$835 (advanced rate until February 17, 2017)*
*\$100 per booth surcharge after February 17, 2017
- **Furniture Package:** \$150 includes one 6' skirted table, two chairs and wastebasket. Furniture package must be ordered on contract at the time of booth request.
- **Cartload Service:** One cartload service per booth up to 200 pounds FREE, round trip. Cartload service must be ordered on contract at the time of booth request.
- **Hyperlink for website listing:** \$75 (email high resolution jpg logo and company url)
- **Additional exhibit hall only badge:** \$20/person (separate order form will be emailed to company contact)

Contract for Space

The Exhibitor Booth Contract must be completed in its entirety and accompanied by the appropriate payment for the number of booths requested. No contracts will be processed or space assigned without booth payment. The signed contract and subsequent notice of assignment constitute a contract between the California Association for the Education of Young Children (hereinafter referred to as CAEYC) and the exhibitor. Any point not specifically covered in these regulations is subject to the decision of CAEYC, whose decision shall be final.

Payment Terms

Exhibitors will not be able to set up until the exhibit fees and any other delinquent payments to CAEYC are paid in full.

New Exhibitors: Full payment of the booth fee must be received with contract.

Returning Exhibitors: 50% deposit must be received with contract. Balance must be paid by February 1, 2017.

Refund and Cancellation Policy

Notice of cancellations must be made in writing (no exceptions) to CAEYC. Cancellations received on or prior to January 9, 2017 will result in CAEYC retaining 50% of the full rental cost of the booth space. No refunds for cancellations will be granted after January 9, 2017. CAEYC shall not be liable for any interest on the amount refunded.

Floor Plan

All measurements shown on the floor plan have been made as accurately as possible. However, CAEYC reserves the right to make such modifications as may be needed, making equitable adjustments with the affected exhibitors.

Assignment of Space

Booth space will be assigned at the discretion of CAEYC with due regard to history of participation. 2015 and 2016 Exhibitors will be given first priority. Assignments will be made according to postmark date. Payments must be made before assignment of space.

CAEYC will attempt to assign requested spaces. However, exhibitors must be aware that other requests may have been made for the same booth space. The decision of CAEYC, with respect to booth space, will be final and binding upon all exhibitors.

CAEYC prohibits and enforces that exhibitors may not assign or sublet any part of their allotted exhibit space to another business or firm without the advance, written permission of CAEYC. Contracts for exhibit space are between CAEYC and each individual exhibitor, not between exhibiting companies. Therefore, the subletting of space is grounds for CAEYC's termination of any contract that exists and all monies paid will be forfeited.

Use of Space

Displays must be contained within the assigned booth spaces in such a way that they do not interfere with other exhibitors' displays. Canvassing, distributing advertising matter or the posting of any advertising in any public space outside of the exhibitor's rented space is not permitted and is grounds for removal from the expo hall. Companies violating this rule may be excluded from future CAEYC exhibitions. All exhibits must conform to the display guidelines set out in this notice. CAEYC reserves the right to restrict any exhibit that might be considered undesirable or does not conform to these Terms and Conditions. CAEYC also reserves the right to make any modifications to displays, at the exhibitor's expense, so that the exhibit conforms to the Terms and Conditions.

Booth Personnel

Each exhibiting company is entitled to four (4) complimentary exhibitor badges per 10' x 10' exhibit booth space. Each exhibitor representative will be allowed entrance to the expo hall and participation in the tradeshow only (no entrance to meeting sessions or other conference-associated events). Badges must be worn at all times for admission to the tradeshow and are nontransferable. Displays must be staffed during all CAEYC tradeshow open hours. Exhibitors assume all responsibility for their booth personnel and for all persons admitted to the tradeshow using their exhibitor badges.

Non-exhibitor personnel will not be permitted to enter the expo hall during tradeshow hours. Please note that the cost for exhibitor registrants to attend the conference is additional. All exhibitor personnel must be registered before badges can be issued. Representatives registering onsite will be required to complete an onsite registration form and submit proof of company affiliation. Exhibitors must designate one individual who is the key contact for their display. This individual will be the primary contact between said exhibitor and CAEYC.

Liability and Insurance

By February 1, 2017, all exhibitors must supply a certificate of insurance covering workers' compensation and general comprehensive liability in the amount of \$1,000,000, naming CAEYC as a certificate holder. Non-compliance with supplying the certificate of insurance may be grounds for denial of entrance to the exhibit floor.

The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damage, including that by fire and theft, to exhibitor's displays, equipment and other property brought onto the premises of the Ontario Convention Center and shall indemnify, defend and hold harmless the Ontario Convention Center, GES, Association Resource Center and CAEYC and their agents, servants, employees, officers, directors, staff and members. Each participant, by signing the application and contract, expressly understands that they release CAEYC from, and agree to indemnify it against, any and all claims for such loss, injury or damage. If CAEYC shall be held liable for any event that might result from a particular exhibitor's action or failure to act, such exhibitor shall reimburse and hold harmless CAEYC against any liability resulting therefrom. Exhibitors must adequately insure their materials, goods, wares and exhibits against loss or injury of any kind and must do so at their own expense; CAEYC,

GES and the Ontario Convention Center are not responsible for any loss (however caused) to any property of any exhibitor. Exhibitors are solely responsible for their own actions during the tradeshow. CAEYC will provide security service during the official hours of installation, overnight and dismantle. The furnishing of such service is in no case to be interpreted by exhibitors as guaranteeing them against loss or theft of any kind.

Amendments

The exhibitor agrees that CAEYC shall have the right to make such changes in the floor plan arrangement of booths for said exhibition as it shall deem necessary. All determinations by CAEYC regarding the enforcement of rules and regulations under this contract shall be final and binding on the exhibitor.

Any and all points not covered specifically are subject to the decision of CAEYC. CAEYC may, in its sole discretion, make reasonable changes, amendments, or additions to the rules and regulations. Any such changes shall be equally binding on the exhibitor along with the other rules and regulations contained herein.

Installation and Removal of Displays

Ontario Convention Center requires entrance and exit only through loading dock areas when loading and unloading items. All displays must be erected and ready for viewing by 4:00pm on March 23, 2017. CAEYC (or its designees) will begin its pre-opening inspection at this time. CAEYC reserves the right to reassign any unoccupied space at this time, irrespective of any contracts made or payments received.

Goods and materials used in any display (except bona fide samples) may not be removed from the expo hall until after 2:30pm on March 25, 2017, unless approved in writing and in advance of the show's opening date by CAEYC. The deadline for removal of all materials from the expo hall will be enforced. It is the sole responsibility of each exhibitor to have materials packed, identified and cleared for shipment by the move-out deadline.

The official closing time of the exposition is 2:30pm on March 25, 2017. The expo hall must be clear of all attendees before dismantling can begin. The return of empty crates/packing materials will begin after all attendees have left the hall, approximately 15 to 30 minutes after the close of the show. Early dismantling is strictly prohibited. Dismantling must be complete by 8:00pm on March 25, 2017.

Height and Construction Restrictions

- For all booth types, exhibit booth is considered to be contained in the space stated in the individual schematics set out within the service kit to be provided by GES, to the maximum heights stated. In no case is the expo hall ceiling, whether directly above the booth or not, considered to be part of the booth. No ceiling projection will be allowed.
- In no instance will the exhibitor be permitted to install any item or structure (signs, booth structure, product, etc.) above the height of back wall unless approved by CAEYC in advance and in writing.
- No balloons or other helium-inflated items can be used in the expo hall.

- All materials within the exhibit booth area (including, but not limited to actual display unit, decorative items, furnishings, fabrics, floorings, etc.) must meet and comply with all national, local and facility fire, electrical, plumbing, safety and hazardous material codes. Proper written certification must be available for viewing at CAEYC's request.
- Any item or items that do not comply are subject to immediate correction/removal at CAEYC's discretion at the exhibitor's expense.
- CAEYC reserves the right, with no liability whatsoever for damage, spoilage or loss, to dismantle, dispose of, store or clear from the premises any display material, goods, property or merchandise of an exhibitor who has failed to comply with the aforementioned removal requirements and to order such work to be done at the sole expense of the exhibitor.

Official Service Contractor

The service kit sent from our official service contractor, GES, to each contracted exhibitor includes information about furniture, labor, cleaning, drayage, shipping, electrical, union jurisdictions and other services. It is expressly understood that the official service contractor is not the agent or the employee of CAEYC and that the Conference shall have no liability to the exhibitor or any other person for the acts or omissions of GES.

Gratuities

GES work rules prohibit the SOLICITATION OR ACCEPTANCE of tips in cash, product or gifts in kind by any employee (union or non-union). GES employees are paid appropriate wages denoting professional status. Therefore, tipping of any kind is not allowed.

Always Honest Hotline

GES requires the highest standard of integrity from all employees. Please call their confidential Always Honest hotline at (866) 225-8230 to report fraudulent or unethical behavior.

Outside Service Contractors

Exhibitors who plan to use an outside contractor must adhere to and accept full responsibility for the following regulations as described in the GES Exhibitor Service Kit. Exhibitor shall notify CAEYC in writing by February 1, 2017 with the name, address and telephone/fax numbers of outside service contractor. Outside service contractor must provide the names of individuals working on the exhibit to CAEYC in writing by February 1, 2017 and furnish an insurance certificate to CAEYC in the amount of \$1,000,000 US by February 1, 2017 (liability is to include property damage including full coverage for installation and dismantling). Any exhibitors signing up after February 1, 2017 must include all of the aforementioned paperwork with the exhibitor application. Service company must check in with GES service desk upon arrival at the expo hall. Outside service companies may not solicit business at any time while on the expo hall floor. Service companies must follow all move-in and move-out rules in a timely and professional manner and must perform work within the CAEYC deadlines. Service companies must indemnify and hold harmless CAEYC, the Association Resource Center, GES and the Ontario Convention Center.

Union Jurisdiction

Decorators Union - Local 831: Members of this union claim jurisdiction over all set-up and dismantling of exhibits including signs and carpet installation. This does not apply to the unpacking and placement of your merchandise. You may set up your exhibit display if one person can accomplish the task in less than one-half (1/2) hour without the use of tools. If your exhibit preparation, installation or dismantling requires more than one-half (1/2) hour, you must use union personnel supplied by the Official Service Contractor.

As an exhibitor, you will be pleased to know that when union labor is required, you may provide your company personnel to work along with a union installer in Southern California on a one-to-one basis.

Teamsters Union: Members of this union claim jurisdiction on the operation of all material handling equipment, all unloading and reloading and handling of empty containers. An exhibitor may move materials that can be carried by hand, by one person in one trip, without the use of dollies, hand trucks, or other mechanical equipment.

Electrical/Utilities For Vendors/Exhibitors (Exclusive)

All exhibitors lighting and electrical must be turned off during non-operating hours. Only authorized OCC staff may access electrical, water (fill, drain and water key) and telecommunications equipment. All usage of the utility services must be approved in advance by the OCC. Exhibitor electrical and utility services will be provided by OCC. Contact the Service Desk for assistance at (909) 937-3068 or servicedesk@ontariocc.org. Electrical Service Order form will be available online.

Storage of Boxes and Crates

Exhibitors will not be permitted to store boxes or packing crates in or behind booths. Boxes and crates must be removed from the exhibit floor one hour prior to the exhibition opening and will be placed in storage provided they are properly labeled for storage. Those not so labeled will be removed and destroyed as refuse.

Care of Exhibit Space

The exhibitor must, at their own expense, vacuum, maintain and keep the exhibit in good order along with the space that has been contracted for the duration of the show. Booths located on the end of aisles, particularly those using elliptical telescoping backdrops, are required to dress the outside edge such that there appears to be a flush, finished appearance where one space abuts another. In the event that the outside end of a display is unfinished, the decorating company will erect a 3' x 8' drape at the expense of the exhibitor. If during the two hours prior to the opening of any scheduled exhibit hours, CAEYC determines that a booth needs vacuuming, this service will be contracted by CAEYC at the exhibitor's expense. CAEYC further reserves the right, at its discretion and at the exhibitor's expense, to require that visual improvements be made to conform to CAEYC expo hall standards.

Labor/Safety/Fire

Exhibitors will comply with all applicable statutes, ordinances, rules and requirements relating to health, fire, safety and use of the premises. Combustible materials or explosives are not permitted in or around the exhibit areas. Display and packing

material must be flame-retardant, with certificate on hand. Booth decorations must be flameproof and all hangings must clear the floor. Electrical wiring must conform with all federal, state and municipal government requirements and with National Electrical Code safety rules. If inspection indicates that an exhibitor has neglected to comply with these regulations, or otherwise incurs fire hazards, the right is reserved to cancel, at exhibitor's expense, all or such part of the exhibit as may be irregular.

Children Under Age 16

To maintain a professional atmosphere throughout the tradeshow and to ensure the safety of CAEYC members and their families, CAEYC does not allow children under age 16 in the expo hall at any time including installation and dismantling hours.

Operating Restrictions

CAEYC reserves the right to restrict displays, which, because of noise, methods of operation, materials, or for any reason, become objectionable, and to prohibit or remove any displays that, in the opinion of CAEYC, detract from the general character, theme, purpose or appearance of the tradeshow. Unusual or distracting signs or illumination are subject to immediate removal by CAEYC at the sole expense of the exhibitor. Any firm or organization NOT officially assigned space will NOT be permitted to engage in any activities within the expo hall. The following activities are forbidden within any part of the exhibit facility unless approved by CAEYC in writing and in advance of the show's opening date:

- Serving or distribution of alcoholic beverages by exhibitors or their representatives within any part of the expo hall.
- No exhibitor or other organization is permitted to sponsor a food or beverage event (other than those arranged or sanctioned by CAEYC) within the exhibit area, at the meeting hotels or any facility used for the meeting, during meeting hours.
- The distribution of food/beverages, even if said food or beverage is the actual product produced by the exhibitor, within the exhibit area must be approved in advance and in writing by CAEYC and must comply with all federal, local, facility and exclusive contractor laws, codes and rules.
- The use of live models, performers and similar persons within the exhibit areas for product/service demonstrations, explanations, etc., must be approved in advance and in writing by CAEYC and must comply with the following guidelines:
 - All representatives occupying a booth shall dress in a manner appropriate (business casual) for the overall goals and objectives of the tradeshow.
 - The activities/dress of these individuals shall in no way detract from or interrupt the activities of other exhibitors.

Sale of Products

Sales of products are permitted in the expo hall within an exhibitor's designated booth space. Obtaining the appropriate licenses/permits as required by law, such as collecting and remitting sales tax, and any other legal requirements associated with product sales are the sole responsibility of the exhibitor. A copy of the California Sales Permit must be provided to CAEYC by February 1, 2017. For more information on the permit, contact California State Board of Equalization at (800) 400-7115 or www.boe.ca.gov.

Sound

Ensure that the noise level from any demonstrations or sound systems is kept to a minimum and does not interfere with others. CAEYC reserves the right to determine at what point sound constitutes interference with others and must be discontinued.

Music

The exhibitor agrees to pay all royalties, license fees or other charges accruing or becoming due to any firm, person or corporation by reason of any music, either live or recorded, or other entertainment of any kind or nature, played, staged or produced by the exhibitor, its agents or employees within the premises covered by the License agreement, including but not limited to, royalties or licensing fees due to BMI or ASCAP. Exhibitor agrees to hold harmless CAEYC, its agents and employees against any and all such claims and charges and to defend, at its own expense, any and all such claims and charges. Exhibitors shall have the right, however, to protest and if desired, to litigate and adjudicate any and all such claims.

Hospitality and Meetings

Companies interested in reserving a hospitality suite must contact CAEYC in advance at (916) 486-7750. Exhibitors are not permitted to display equipment or products or to conduct product demonstrations in suites or sleeping rooms during the tradeshow or during the conference. All company meeting arrangements must be approved by CAEYC. NOTE: Neither hospitality nor meeting functions are permitted during official CAEYC meeting hours. Hospitality suites will only be permitted for sponsors and/or exhibitors in good financial standing with CAEYC.

Giveaways/Prize Drawings

Samples, catalogues, pamphlets, souvenirs, etc., may be distributed by exhibitors and booth personnel within their booth only.

Smoke-Free Conference

Smoking is prohibited at CAEYC events.

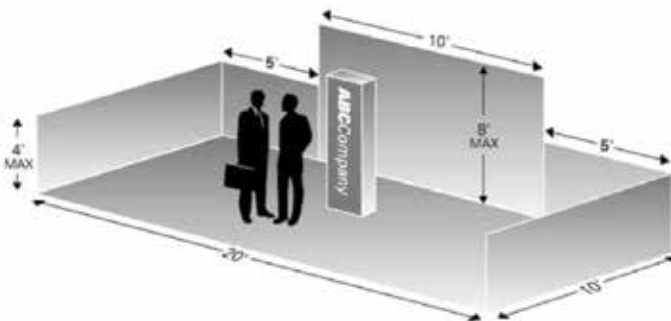
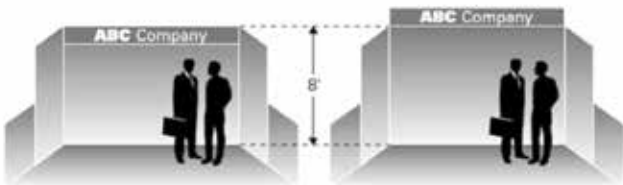
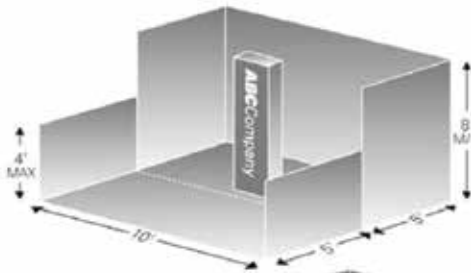
Photographs

The taking of photographs, other than those taken by official CAEYC photographers, is expressly prohibited during setup and dismantling. Cameras will not be allowed on the exhibit floor during these times. Exhibitor agrees that a signed contract constitutes permission to have their booth photographed by an official CAEYC photographer. CAEYC and/or the Ontario Convention Center assume no liability for any photographs that are taken in the expo hall at any time.

Food Service

CAEYC's agreement with the Ontario Convention Center prohibits any food or beverage from outside sources being brought into the exhibit booths unless contracted with the Ontario Convention Center's catering department. Any exhibitor that brings in unauthorized food and/or beverages will be asked to cease serving or risk confiscation of any such items. Additionally, such violation may result in action by CAEYC to remove the entire display and booth representatives from the Conference floor altogether at the violator's expense. The exhibitor understands and accepts these terms as contracted obligations with the Ontario Convention Center and CAEYC.

GES Booth Construction Guidelines



Space dimensions shown on floor plan are from center line of booth equipment such as side rails and/or back drape. Exhibit structures must be constructed to allow sufficient tolerance on each side for this equipment and for utility service at rear of booth.

STANDARD BOOTH

Definition: One or more standard units in a straight line. If display is more than 4 feet high, it is to be confined to an area within 5 feet of the back line.

Depth: All display fixtures more than 4 feet in height and placed within 10 lineal feet of an adjoining exhibit, must be confined to that area of the exhibitor's space, which is within 5 feet of the back line.

Intent: Each exhibitor is entitled to a reasonable sightline from the aisle regardless of the size of his exhibit. Exhibitors with larger space (30 lineal feet or more) should also be able to effectively use as much of the total floor space as possible as long as they do not interfere with the rights of others. The limitation on display fixtures more than 4 feet and within 10 lineal feet of a neighboring exhibit is intended to accomplish both of these aims.

Height: All standard booths will be confined to a maximum height of 8 feet.

Intent: Any portion of an exhibit extending above the 8 feet of high draped booth background will detract from the overall impact of the exhibit directly behind that booth regardless of how the rear of the offending exhibit is finished.

END CAP/PENINSULA BOOTH

Definition: End cap booths (two or more booths side by side at the end of an aisle) may not exceed the back wall height of 8 feet in the center 10 feet. Booths may also not exceed the back wall height of 4 feet in the outer 5 feet.

Intent: Each exhibitor is entitled to a reasonable sightline from the aisles. Please refer to GES Manual for full details.

ISLAND BOOTHS

Definition: Island booths are a collection of four or more 10 ft. x 10 ft. booths contracted by one exhibitor with 360 degree aisle access. Since island booths are automatically separated by the width of an aisle from all neighboring exhibits, the 8 foot height limitation does not apply. Full use of the floor space is permitted; however, any back walls or drapes set along the booth perimeter may not be higher than 4 feet.

Intent: Island booths are designed to allow for exhibitors to enjoy a greater presence at the show.

Exhibitor Booth Contract

2017 CAEYC Annual Conference & Expo

March 23-25, 2017 • Ontario, CA



Please reserve the following booth(s): _____ (1st choice) _____ (2nd Choice) _____ (3rd Choice)

Exhibitor Contact _____
 (Contact will receive Exhibitor Service Kit from GES and CAEYC Exhibitor Update e-mails.)

Booth Contact (if different from Exhibitor Contact) _____

Full Company Name _____

Street Address _____

City _____ State _____ Zip _____

Phone (_____) _____ Fax (_____) _____

E-mail _____ Website _____

Does your company use social media for marketing? Facebook Twitter Company Twitter Handle _____

Company Name for Conference Program and Booth ID _____

Describe Your Product _____ Product/Service Code (choose one) _____

- | | | |
|--------------------------------|---------------------------------|---|
| 01 Book Publishers & Suppliers | 04 Culturally Diverse Materials | 07 Playground Equipment & Furniture |
| 02 Child Care Centers | 05 Fund-raising Resources | 08 School Supplies & Learning Materials |
| 03 Computer Technology | 06 Non-Profit Resources | 09 Other _____ |

Please do not place me near the following competitors (All attempts will be made to honor your request.)

I have read and agree to abide by all CAEYC Exhibitor Rules and Regulations.
 Signature _____ Date _____

BOOTH SPACE AND FEES

Booth space rental includes an 8-foot draped backdrop, 3-foot side rails, booth identification sign (7" x 44" with company name and booth number), carpet in the show color (does not include padding), **and cartload service up to 200 pounds.** \$100 savings when you order your furniture package through CAEYC! Cartload service and furniture package must be ordered at the time of booth request. Only one company name will be in the Conference Program and on the booth sign.

	Inline Booth	Corner Booth
<input checked="" type="checkbox"/> Early Bird: booked by January 9, 2017	\$635	\$735
<input type="checkbox"/> Advanced: booked by February 17, 2017 (\$100 per booth surcharge after Feb. 17, 2017)	\$735	\$835
Number of Inline Booths _____ @ _____ = \$ _____		
Number of Corner Booths _____ @ _____ = \$ _____		

Cartload Service (Up to 200 lbs FREE): Yes No Initials _____

Furniture Package: not available after Feb. 17, 2017
 Number of Sets _____ @ \$150 each = \$ _____

Hyperlink (Add hyperlink and logo to website exhibitor listing)
 Company Hyperlink _____ \$75 \$ _____

TOTAL = \$ _____

PAYMENT METHOD

Payment Enclosed: 50% Deposit is due with booth contract. You will be invoiced for balance.

- Paid in Full \$ _____
- MasterCard Visa Discover Check # _____ (Payable to CAEYC)

Card Number _____

Cardholder Name _____

Exp. Date _____ VCode _____

(The VCode is a 3 or 4 digit number on the back of your card following your card number.)

Card Billing Address _____

City _____

State _____ Zip _____

Signature _____ Date _____

ADVERTISING OPPORTUNITIES

Advertising opportunities are available. To discuss opportunities that suit your advertisement needs, please contact Diana Granger, Granger Marketing Works, at granger@cwo.com or (530) 642-0111.

QUESTIONS?

For assistance please contact CAEYC at (916) 486-7750.

Submit Completed Booth Contract with Payment to CAEYC
Mail: 950 Glenn Drive, Suite 150, Folsom, CA 95630 • **Fax:** (916) 486-7765

Office Use Date rec'd _____ Booth # _____ Additional Badge: 4223-100-00 Hyperlink: 4227-100-00 Booth: 4220-100-00