



CAJPA 2016 CONFERENCE



IGNITING
THE CAJPA SPIRIT:
DOING GREAT THINGS!



**EXHIBITOR &
SPONSORSHIP
INFORMATION**



Fall Conference
September 13-16, 2016



Why exhibit at the Fall Conference?

When you exhibit at the CAJPA Fall Conference, you will be provided with many opportunities to build and develop quality relationships with your current clients and prospects. You will meet face-to-face with general managers, executive directors, board members, workers' compensation and liability claims managers, risk managers, loss control personnel, business managers, accounting personnel and other pool staff. Those who attend the CAJPA Fall Conference are the leaders and decision-makers in the risk management pooling industry.



Take advantage of exhibiting at the Fall Conference to:

- Reach the largest range of risk pooling representatives possible
- Introduce and advance new products and services
- Gain exposure to JPA board members, managers and key personnel

The exhibit hall sells out early each year so register now! You won't want to miss out on this valuable opportunity!



CONFERENCE SCHEDULE

Tuesday, September 13

8:30am – 2:00pm	29th Annual Frank James Invitational Golf Tournament
2:00pm – 5:30pm	Exhibitor Registration and Booth Set Up
5:30pm – 6:30pm	Welcome Reception & Golf Awards in the Exhibit Hall

Wednesday, September 14

6:30am – 7:30am	Walk to the Lake with Jack
7:30am – 5:00pm	Registration Open
7:30am – 9:00am	Continental Breakfast in Exhibit Hall
7:30am – 12:30pm	Exhibit Hall Open
9:00am – 10:15am	Opening General Session
10:15am – 11:00am	Break in Exhibit Hall
12:15pm – 1:45pm	Lunch on Own <i>This is an excellent time to network with and entertain clients.</i>
1:45pm – 5:00pm	Exhibit Hall Open
1:30pm – 2:15pm	Dessert and Prizes in the Exhibit Hall
5:15pm – 6:30pm	Networking Reception
8:30pm – 12:00am	Late Night Party

Thursday, September 15

6:30am – 7:30am	Walk to the Lake with Jack
7:30am – 12:15pm	Exhibit Hall Open
7:30am – 9:00am	Continental Breakfast in Exhibit Hall
11:15am – 12:00pm	Grand Prize in Exhibit Hall
12:15pm – 1:45pm	Awards Luncheon and Keynote
12:15pm – 3:00pm	Exhibit Hall Breakdown
5:00pm – 6:30pm	Small Town USA Reception

NEW IN 2016!

Wednesday night's Welcome Reception will be held in the Exhibit Hall at Harrah's. All booths must be set up before 5:30pm.

BOOTH FEES

★ Premium Booth

(denoted with a "P" in booth number)

Member rates:

\$2,200 prior to May 13, 2016

\$2,500 after May 12, 2016

Non-member rates:

\$3,200 prior to May 13, 2016

\$3,500 after May 12, 2016

★ Standard Booth

Member rates:

\$1,700 prior to May 13, 2016

\$2,000 after May 12, 2016

Non-member rates:

\$2,700 prior to May 13, 2016

\$3,000 after May 12, 2016

PLEASE NOTE: All exhibitors and sponsors are strongly advised to refrain from scheduling client events during the educational and networking portions of the conference which are as follows:

Wednesday, September 14

9:00am – 12:15pm & 2:15pm – 5:00pm

Thursday, September 15

8:30am – 11:15am & 2:15pm – 5:00pm

Sponsor and Exhibitor Deadlines:

May 13, 2016

Exhibit booth discount. Fees increase by \$300 after this date.

July 22, 2016

Inclusion on the conference website

July 22, 2016

Inclusion in conference program.

July 22, 2016

No refunds after this date.

August 13, 2016

All complimentary registrations must be completed online.

August 31, 2016

All booth payments made after this date will incur a \$350 late fee.

Refunds and Cancellations:

All refunds and cancellations of exhibit booth fees and sponsorships must be in writing to CAJPA by July 22, 2016. Cancellations will be refunded until this date, less a 25% administrative fee. There will be no refunds after this date.



Hotel Accommodations and Travel Arrangements

The conference will be at three South Lake Tahoe Hotels- Harrah's, Harvey's and the Lake Tahoe Resort- that are located just across the street from one another on the corner of Lake Tahoe Blvd. and the California/Nevada Stateline. The Exhibit Hall will be located at Harrah's Lake Tahoe. All conference attendees and exhibitors are responsible for making their own travel and hotel reservations. Details on how to make hotel reservations will be provided in the exhibitor/sponsor confirmation materials and are also posted on the CAJPA website.

How do I become an exhibitor or sponsor at the 2016 Fall Conference?

All contracts for exhibiting or sponsoring must be completed on the CAJPA ecommerce site at www.cajpa.org. By completing the online registration, the company is agreeing to the exhibitor and sponsor contract rules contained in this brochure. Online payments may be made by check or credit card. If paying by check, payment must be received within 14 days of the online registration or booth assignment is subject to cancellation. Your booth is not confirmed until you have received an email confirmation from Beth Ramirez, Exhibitor and Sponsor Manager. If any questions, please contact her at Beth@cajpa.org.



Please note: You must also register each attendee who will be working in the booth. This is a separate registration from the booth registration. This includes complimentary registrants as well as additional registrants at \$250 each. This must be completed no later than August 13, 2016.



Your exhibit fee includes:

- Company listing in the conference manual to include a 50-word company description
- Two full conference registrations which you must register online
- Reduced conference rate for additional registrants (\$250 each) which you must register online
- Pre-conference mailing list (August 2016)
- Post-conference mailing list by written request (October 2016)

Booth dimensions:

- 8' deep x 10' wide with 8' high draped back and 3' high side rails. (Exhibit hall is carpeted.)

Booth furnishings:

- Sides and back of booth are draped
- One 6' draped table
- Two chairs
- One 500-watt electrical outlet (additional lighting is suggested)
- Wireless internet access in the exhibit Hall
- One wastebasket
- One 7" x 44" company sign
- GES Exposition Services can provide other items for an additional charge. Order forms for all items will be found in the exhibitor's kit that will be emailed to exhibitors in July. All charges for items ordered through GES Exposition Services are the responsibility of the exhibiting company.

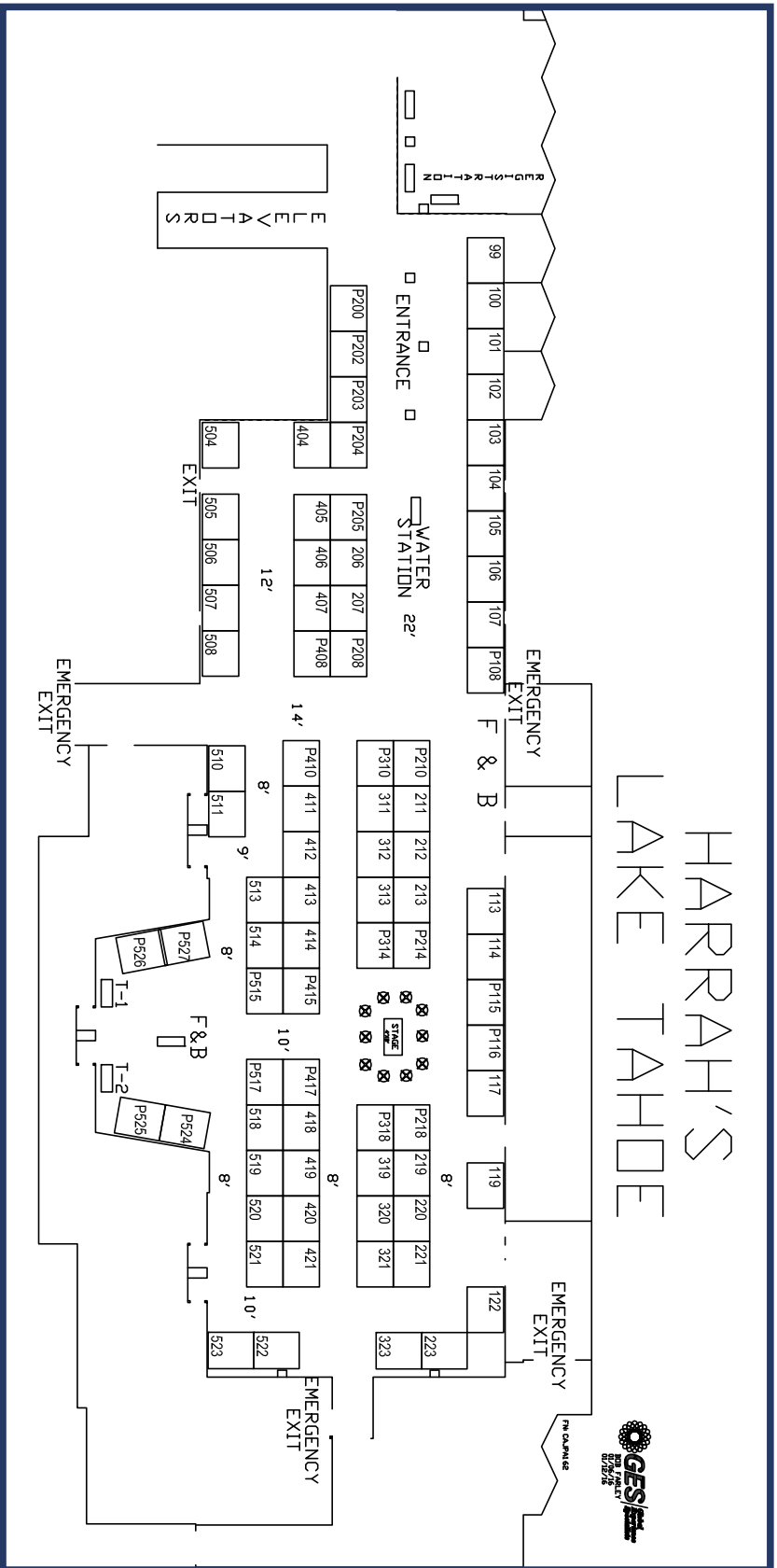
Complimentary registrants:

Please register your complimentary attendees online at www.cajpa.org.

Please note: In addition to registering for a booth, you must also register each attendee manning the booth. This is a separate registration form from the booth registration form. This includes complimentary registrants as well as additional registrants at \$250 each. This must be completed no later than August 13, 2016.



HARRAH'S LAKE TAHOE



Sponsoring at the CAJPA 2016 Fall Conference



If you would like your company to be sponsor but do not wish to exhibit or sponsor a specific event, you may make a donation as a general sponsor at any of the levels.

ALL SPONSORSHIPS INCLUDE:

- Signage during your sponsored event
- Special thank you in the Conference Program
- Listing on the website, www.cajpa.org
- Recognition at Thursday's Awards Luncheon at Harveys
- Ribbons for badges for all company attendees

TITANIUM SPONSORS

\$15,000

- Premium Booth
- Listing and logo in the Conference Program
- Logo on CAJPA website with link to your website
- Ten complimentary conference registrations
- Two reserved tables of ten each at Thursday's Awards Luncheon
- One foursome at the Golf Tournament
- Full page color ad in Conference Program
- Sponsored items or events valued up to \$15,000
- Participation in "Words of Wisdom". A member of your team will have the opportunity to speak to the attendees in an informal venue by sharing their words of wisdom. Similar to a Ted Talk or Fireside Chat, you select the topic and we provide the venue and marketing in the Conference Program.

PLATINUM SPONSORS

\$10,000

- Premium Booth
- Listing and logo in the Conference Program
- Logo on CAJPA website with link to your website
- Eight complimentary conference registrations
- One reserved table of ten at Thursday's Awards Luncheon
- Full page color ad in Conference Program
- Sponsored items or events valued up to \$10,000
- Participation in "Words of Wisdom". A member of your team will have the opportunity to speak to the attendees in an informal venue by sharing their words of wisdom. Similar to a Ted Talk or Fireside Chat, you select the topic and we provide the venue and marketing in the Conference Program.

GOLD SPONSORS

\$5,000

- Six complimentary conference registrations
- One half page color ad in the Conference Program
- Listing and logo in the Conference Program
- One sponsored item or event valued at \$5,000

SILVER SPONSORS

\$2,500

- Four complimentary conference registrations
- One quarter page ad in the Conference Program (3 5/8" x 4 1/2")
- Listing in the Conference Program
- One sponsored item or event valued at \$2,500

BRONZE SPONSORS

\$1,500

- Two complimentary conference registrations
- Listing in the Conference Program
- One sponsored item or event valued at \$1,500

HOW TO BECOME A SPONSOR

Please contact Beth Ramirez, Exhibits & Sponsor Manager at (714) 616-4306 or Beth@cajpa.org



2016 SPONSORSHIP OPPORTUNITIES

There are a variety of opportunities to showcase and promote your company at the CAJPA Fall Conference and Annual Golf Tournament. If you are interested in sponsoring any of the items listed below, please contact Beth Ramirez, Exhibitor & Sponsor Manager at (714) 616-4306 or Beth@cajpa.org.

\$10,000 Opportunities PLATINUM/TITANIUM

Keynote Speaker, Opening Session, Wednesday morning

Signage at event, introduction and photo opportunity with keynote speaker, thank you in Conference On-Site Guide and your logo with link to your website on the CAJPA website.

Keynote Speaker, Thursday's Awards Luncheon

Signage at event, Introduction and photo opportunity with keynote speaker, thank you in Conference On-Site Guide and your logo with link to your website on the CAJPA website.

Tote Bags with your company logo

Your company logo on the official tote bag which is provided to all attendees, signage at event, thank you in Conference On-Site Guide and your logo with link to your website on the CAJPA website.

Spiral Bound Notebook with your company logo

Your company logo on the official conference notebook which is included in the conference tote bag provided to all attendees, signage at event, thank you in Conference On-Site Guide and your logo with link to your company website on the CAJPA website.

Official Conference Mobile App with your company logo

Your company logo on the official Conference Mobile App, signage at event, thank you in Conference On-Site Guide and your logo with link to your company website on the CAJPA website.

Thursday's Awards Luncheon

Prominent signage at event, opportunity to place a promotional item provided by your company at each place setting, thank you in Conference On-Site Guide and your logo with link to your company website on the CAJPA website.

Professional Headshot Station

(Two available: one on Wednesday, one on Thursday)
Signage at photo location near the high traffic registration area, logo on email correspondence to the attendee regarding the headshot stations, thank you in the Conference On-Site Guide and your logo with link to your company website on the CAJPA website.

Lanyards with your company logo

Your company logo on the official lanyard which is included in the conference tote bag provided to all attendees, signage at event, thank you in Conference On-Site Guide, and your logo with link to your company website on the CAJPA website.

Wednesday Morning Breakfast

Signage and beverage napkins with your company logo at the food station/s, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website.





\$5,000 Opportunities

GOLD

Promotional Item in Tote Bag (three available)

You provide 900 promotional items with your logo on them and we will add them in the conference tote bag. Includes thank you in Conference On-Site Guide, and your logo with link to your company website on the CAJPA website.

Tap 'n Go Towers (Attendance Scanning) with your company logo

Your company logo on each of six towers used to scan attendee name badges for session credit, transcripts, etc., thank you in Conference On-Site Guide, and your logo with link to your company website on the CAJPA website.

Grand Prize Drawing Card

Your company logo on Official Grand Prize Drawing Card which all attendees must have stamped at each booth in order to enter contest, introduction by Emcee of one staff member to pull the winning card and special thank you by Emcee in the Exhibit Hall at the event, signage at event, thank you in Conference On-Site Guide and your logo with link to your company website on the CAJPA website. Prize value of \$2,000.

Tuesday Evening Dessert Reception (in the exhibit hall)

Signage and beverage napkins with your company logo at the event, thank you in Conference On-Site Guide, and your logo with link to your company website on the CAJPA website.

Wednesday Evening Welcome Reception

Signage and beverage napkins with your company logo at the food station/s, thank you in Conference On-Site Guide, and your logo with link to your company website on the CAJPA website.

Thursday's Awards Luncheon Centerpieces

Centerpieces with your logo on all 50 tables at the Awards Luncheon, signage at event, thank you in Conference On-Site Guide and your logo with link to your company website on the CAJPA website.

A/V Needs for Wednesday & Thursday at the Lake Tahoe Resort

Large signage at the Lake Tahoe Resort in each meeting room, thank you in Conference On-Site Guide and your logo with link to your company website on the CAJPA website.

Travel Bag Tag with your company logo

Your company logo on the official Travel Bag Tag which is included in the conference tote bag provided for all attendees, signage at event, thank you in Conference On-Site Guide and your logo with link to your company website on the CAJPA website.

Friday Morning's Keynote Speaker (at the Lake Tahoe Resort)

Signage at event, introduction and photo opportunity with keynote speaker, thank you in Conference On-Site Guide and your logo with link to your website on the CAJPA website.



2016 SPONSORSHIP OPPORTUNITIES_{continued}

\$2,500 Opportunities

SILVER

Wednesday Morning Specialty Coffee Break

You provide disposable coffee cups with your company logo, approximately 800 - 1000, based on registration. We provide signage and beverage napkins with your company logo at the food station/s, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website.

Wednesday Afternoon Dessert Break

Signage and beverage napkins with your company logo at the food station/s, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website.

Wednesday Afternoon Prize Drawing

Your logo on entry card, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website. Prize value of \$500.

Thursday Morning Continental Breakfast

Signage and beverage napkins with your company logo at the food station/s, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website.

Thursday American Icon Getaway Prize Drawing at Awards Luncheon

New this year! A trip for two people to Philadelphia, home of the famous Liberty Bell and Independence Hall where the Constitution and the Declaration of Independence were signed. Trip includes airfare and hotel accommodations for three nights. Your logo on entry card, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website. Prize value of \$2,500.

Thursday American Icon Getaway Prize Drawing at Awards Luncheon

New this year! A trip for two people to Washington D.C. where you can schedule a visit to the White House, stroll through the Smithsonian Institute and visit famous memorials. Trip includes airfare and hotel accommodations for three nights. Your logo on entry card, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website. Prize value of \$2,500.

Thursday Prize Drawing at Awards Luncheon

Your logo on entry card, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website. Prize value of \$500.

Wednesday Late Night Party

Signage and beverage napkins with your company logo at event, two drink tickets per person with your logo on them, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website.

Wednesday Late Night Party Prize Drawing

Your logo on entry card, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website. Prize value of \$500.

\$1,500 Opportunities

BRONZE

Wednesday Afternoon Yoga & Smoothie Break at Lake Tahoe Resort

Signage and your logo on beverage napkins with your company logo, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website.

Thursday Afternoon Yoga & Smoothie Break at Lake Tahoe Resort

Signage and your logo on beverage napkins with your company logo, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website. Held at the Lake Tahoe Resort.

Thursday Evening "Small Town USA" Carnival Games

In lieu of tasting tables, this year CAJPA is proud to present a Small Town USA reception complete with carnival games, entertainment and music. This sponsorship will allow you to staff a carnival game and assist the attendees in winning raffle tickets for prizes valued at a minimum of \$100 provided by CAJPA, signage at your carnival game, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website.

Thursday Morning Specialty Coffee Break in Exhibit Hall

You provide disposable coffee cups with your company logo, approximately 800 - 1000, based on registration. We provide signage and beverage napkins with your company logo at the food station/s, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website.

Friday Full American Breakfast at Lake Tahoe Resort

You provide 150 disposable coffee cups with your company logo, we provide signage and beverage napkins with your company logo at Buffet, thank you in Conference On-Site Guide and your company name listing with link to your website on the CAJPA website.



ANNUAL FRANK JAMES GOLF TOURNAMENT SPONSORSHIPS

As this event is a fundraising event for the Joseph Farrell Scholarship Foundation these sponsorships may not be combined with any other conference sponsorship opportunities.

Golf Tournament Title Sponsor \$2,500

Signage at event, thank you in Golf Tournament Program and Conference On-Site Guide and your company name listing with link to your website on the CAJPA website. A verbal thank you at the Golf Awards taking place at the Opening Reception in the Exhibit Hall.

Golf Balls with your company logo \$1,500

Your company logo on golf balls for each golfer, signage at event and thank you in the Golf Program.

Golf Tournament Beverage Cart \$1,500

Signage at the event, signage on the car and thank you in Golf Tournament Program.

Golf Tournament Hole in One \$1,000

Sponsor must provide a person to staff the hole, signage at the event, signage at the Tee Box and thank you in Golf Tournament Program.

Putting Contest \$750

Signage at the event, signage at the Putting Area and thank you in the Golf Tournament Program. Sponsor must provide person to be at contest and hand out logo prizes that the sponsor provides.

Coffee at Breakfast \$500

You provide 200 disposable coffee cups with your logo and we provide signage and thank you in the Golf Tournament Program.

Golf Tournament Beverage Buckets \$500

(Two Available)

Signage at event and at Tee Box, thank you in Golf Tournament Program.

Golf Tournament Clubhouse Bar \$500

(Four Available)

Drink tickets with your logo on them, signage at the event and the Clubhouse Bar, thank you in Golf Tournament Program.

Closest to the Pin (Men) \$325

Signage at the event, signage at the Tee Box, thank you in the Golf Tournament Program.

Closest to the Pin (Women) \$325

Signage at the event, signage at the Tee Box, thank you in the Golf Tournament Program.

Longest Drive (Men) \$325

Signage at the event, signage at the Tee Box, thank you in the Golf Tournament Program.

Longest Drive (Women) \$325

Signage at the event, signage at the Tee Box, thank you in the Golf Tournament Program.

Tee Sponsors (14 Available) \$275

Signage at the event, signage at the Tee Box, thank you in the Golf Tournament Program.

Mulligan Tickets \$225

Signage at the event, your logo on the Mulligan tickets, thank you in Golf Tournament Program

Driving Range \$225

Signage at the event, signage at the Driving Range, thank you in Golf Tournament Program.

Golf Tournament Snacks \$225

(Four available)

Signage at the event and the Snack Bar, thank you in the Golf Tournament Program.



Please note: You must also register each attendee who will be working in the booth. This is a separate registration from the booth registration. This includes complimentary registrants as well as additional registrants at \$250 each. This must be completed no later than August 13, 2016.

2016 CAJPA Fall Conference Exhibitor Rental Space & Sponsorship Application Rules and Regulations

MULTIPLE BOOTHS

Exhibitors may purchase multiple booths, however; booths may not be shared with another company.

SHIPPING AND HANDLING

Shipping of materials and installation fees are not included in the exhibit booth fee. Arrangements for shipping and storage of displays and materials as well as additional items such as electrical needs must be made through GES Exposition Services. You may contact GES at (775) 323-7700. Please reference the CAJPA Exhibition. The necessary forms will be sent to you in the exhibitor kit. Please note: EXHIBIT BOOTHS MAY NOT BE SHIPPED TO HARRAH'S LAKE TAHOE HOTEL.

CONTRACT FOR SPACE

The exhibit contract and booth space application, the formal notice of space assignment and the full payment of exhibit booth fees together constitute a contract between CAJPA and the exhibitor for the right to use the assigned booth space and to comply with these rules and regulations. Exhibitors shall be bound by the rules and regulations set forth herein and by such amendments or additional rules and regulations which may be established by CAJPA.

SPACE ASSIGNMENT

Space assignment priority is given according to sponsorship level and is then made available on a first-come, first-served basis. CAJPA will make every effort to place exhibitors in the areas of their choice, and once a space is paid for, confirm that space to the exhibitor. However, CAJPA does reserve the right to place, move or relocate any exhibitor in case of necessity for the total benefit and operation of the show.

EXHIBIT BOOTH SETUP

Exhibitors shall arrange their exhibits so that they do not obstruct other exhibits. Aisles must be kept clear. Exhibits should be arranged so that company representatives will be inside of the space assigned. Display materials or equipment at the sides of the booth shall not exceed the height of the side walls. Materials used to decorate shall be of flame-retardant material. Safety exits and equipment must be left accessible and in full view at all times.

BOOTH PAYMENT

Each exhibitor MUST submit a signed application with full payment to reserve a booth. Payment must be received within 14 days of reservation or the booth may be forfeited.

CANCELLATION

If an exhibitor cancels a booth space contract prior to July 22, 2016, all fees paid (less 25% cancellation fee) will be returned. If an exhibitor rents a booth, pays in full, but does not attend the conference, there will be no refund of the booth rental fee. In addition, cancellation of a booth after July 22, 2016, will result in a full forfeiture of fees.

REPRESENTATIVE FEES

The exhibit fee for each booth includes two conference registrations for the designated company representatives. Additional conference registrations may be purchased at the reduced fee of \$250 per person via the CAJPA e-commerce registration site. You must register your complimentary registrants online.

ALL COMPANY REPRESENTATIVES WORKING IN THE EXHIBIT HALL MUST BE REGISTERED FOR THE CONFERENCE

All exhibitors must check in at the registration area upon arrival at the conference for a badge and conference infor-



mation. Please register all persons in your booth so that a badge can be made in advance. Admission shall be by badge and badges are not transferable. Rights of an exhibitor shall not be assignable to any other firm or person.

EXHIBITOR'S RESPONSIBILITIES

CAJPA will not be responsible for damage to uncrated materials, materials improperly packed, glass breakage or concealed damage. CAJPA will not be responsible for loss or disappearance of the exhibitor's materials after some have been delivered to the exhibitor's booth. Similarly, CAJPA cannot be responsible for disappearance of the exhibitor's materials before the materials are picked up from the exhibitor's booth for loading after the conference.

PRIZES

Representatives from the companies exhibiting at the conference are not eligible to win prizes. Only one prize may be given away by each exhibitor at that time. Prize winners will be eligible to win more than one prize. Individual exhibitors may determine if the prize winner needs to be in attendance at the time of the drawing. Exhibitors accept responsibility of delivery of their prizes to the winner.

INSURANCE AND LIABILITY

Exhibitor agrees to protect, save and keep CAJPA and Harrah's Tahoe forever harmless from any damages or charges imposed for violation of any law or ordinance occasioned by negligence of the exhibitor, as well as to comply strictly with the applicable terms and conditions contained in the agreement between Harrah's Tahoe and CAJPA regarding exhibition premises.

Further, exhibitor shall at all times protect, indemnify, save, defend and hold harmless CAJPA and Harrah's Tahoe against and from any and all loss, costs (including attorney fees), damages, liability, or expense arising from or out of or by reason of any accident or bodily injury or any other occurrence to anyone, including the exhibitor, its agents, employees and business invitees, which arises from or out of or by reason of said exhibitor's occupancy and use of the exhibition premises or part thereof. Additionally, CAJPA shall not be held responsible for any loss, damage, or delay due to strikes, lockouts, Acts of God, governmental restrictions, enemy action, civil commotion, unavoidable casualty or other causes similar or dissimilar, beyond the control of CAJPA.

CA EXHIBITORS PROPERTY

CAJPA (and its conference host facilities) cannot assume responsibility for the safety of the property of the Exhibitor, its officers, agents or employees from theft, damage by fire, accident or other causes, but will use all reasonable care

to protect them against such loss. In all case, occupants wishing to insure their property must do so at their own expense. It is especially recommended that all occupants have representatives in attendance at all times when the exhibits are open and when exhibits are being set up or dismantled, to protect against loss. CAJPA (and its host conference facilities) cannot be responsible for any item left unattended or left in the Exhibit Hall during the times the exhibits are closed.

RULES AND COMPLIANCE

Exhibitors agree to comply with rules and regulations as specified in the exhibitor package and the GES exhibitor kit.

NONCOMPLIANCE WITH EXHIBITOR RULES AND REGULATIONS

Each exhibitor and all its employees agree to abide by the rules and regulations given herein and by subsequent amendments and additions considered by CAJPA management to be in the best interest of all exhibitors. Upon non-compliance with the rules formulated, CAJPA management reserves the right to prohibit, reject, or eject any exhibitor, exhibitor's representatives, or exhibit in whole or part, with or without giving cause. If cause is not given, CAJPA's liability shall not exceed the return to the exhibiting company of the rental unearned at the time of ejection. If an exhibitor is ejected for violation of these rules, or for any other reason, no return of monies received shall be made.

ADMENDMENT TO RULES

These rules, regulations and conditions have been drawn for the purpose and intention of providing a well-balanced, well-regulated, attractive, and successful exposition. Any and all matters or questions, not specifically covered by the preceding rules and regulations shall be subject solely to the decision of CAJPA management. In an effort to provide the greatest good to the greatest number, CAJPA management shall have full power to so interpret the rules and regulations or make such rulings as may appear to be for the best interest of the entire exposition and all amendments of the foregoing rules shall bind the exhibitors.





**2016 CAJPA Fall Conference
Exhibitor Rental Space & Sponsorship
Application Form**

BOOTH STYLE Premium Regular	
PREMIUM FEES - (denoted with a "P" in booth number) Member Rates \$2,200 prior to May 13, 2016 \$2,400 after May 12, 2016 Non-Member Rates \$3,200 prior to May 13, 2016 \$3,400 after May 12, 2016	STANDARD BOOTH FEES Member Rates \$1,700 prior to May 13, 2016 \$1,900 after May 12, 2016 Non-Member Rates \$2,700 prior to May 13, 2016 \$2,900 after May 12, 2016
Desired Booth In Order Of Preference (ex. 412, 522 & p205):	
SPONSORSHIP	
Level:	Amount:
Item Sponsored:	
Contact Information	
Date of submission:	Contact person:
Company name:	
Address:	
Phone:	Fax:
E-mail:	
Website:	
PAYMENT TYPE: Check Visa Mastercard American Express	
Name as it appears on Credit Card:	
Security code:	Expiration:
Credit Card number:	
Signature:	
Complete Billing address:	Total Cost:

I have read, understand and agree to be held by the Exhibitor Rules and Regulations, and agree that they are a part of the application contract. I further agree to abide by the Rules and Regulations for the exposition, as well as any other rules deemed necessary by CAJPA.

Authorized Signature: _____

Refunds and Cancellations: All refunds and cancellations of exhibit booth fees and sponsorships must be in writing to CAJPA by July 24, 2015. Cancellations will be refunded until this date, less a 25% administrative fee. There will be no refunds after this date.

700 R Street, Suite 200 • Sacramento, CA 95811 p 916.231.2139 f 916.231.2141 www.cajpa.org

***PLEASE: Be sure to register all additional attendees and comp attendees at the CAJPA website prior August 13, 2016**

