



EXHIBIT, JOB FAIR & SPONSOR REQUEST



60th Annual State Convention!
March 15-18, 2012

*The Fairmont
San Jose, California!*

DEADLINE TO REGISTER FOR THE EXHIBIT HALL & JOB FAIR: FEBRUARY 1, 2012

DON'T HESITATE! BOOTHS SELL OUT BEFORE THE DEADLINE!

In the event that we sell out the hall before the deadline, you will be placed on our waiting list.
If we cannot place you, your payment will be returned to you.

Sponsorship opportunities available! See our Sponsorship Form for more information.

Note: Sponsorships that include complimentary CSHA Magazine ads,
AD & FORM MUST be received in the CSHA office by DECEMBER 10, 2011

Exhibit & Job Fair Schedule

COMMERCIAL BOOTHS, JOB FAIR BOOTHS & TABLE TOPS

SCHEDULE, INSTALLATION & DISMANTLING HOURS

Day	Date	Time	Event
Thursday	March 15	2:30 PM - 5:30 PM	Booth & Table Top Set-Up
Thursday	March 15	6:00 PM - 8:00 PM	Exhibit Hall Opening
Friday	March 16	8:00 AM - 6:00 PM	Exhibits & Job Fair Open
Saturday	March 17	8:00 AM - 5:00 PM	Exhibits & Job Fair Open
Saturday	March 17	5:00 PM - 9:30 PM	Dismantle Hours

Note: Earlier dismantling NOT permitted.
Please plan on all booths remaining open until 5:00 PM on Saturday.

2012 CSHA Annual State Convention

March 15-18, 2012 - San Jose, CA!

Exhibit...Job Fair...Sponsor...

The CSHA 2012 Annual Convention will be held at The Fairmont, San Jose, CA.

Exhibits will be held in very close proximity to all educational meetings, food services, registration and hospitality activities. Complimentary morning and afternoon refreshments will be available in the private lounge to our exhibitors. Location to be announced in your exhibitor packet on-site.

We are expecting 1,400-1,600 speech-language and hearing professionals to attend the convention. The program schedule allows attendees free time to visit the easily accessible exhibit area.

General Information

COMMERCIAL & JOB FAIR BOOTH RESERVATION: \$850. Fee includes an 8' x 10' draped booth (8' high back wall and 3' high side dividers, 6' Table, 2 Chairs, an identification sign and **complimentary convention registration for two exhibitors (per company)*. Four may administer a booth; two can attend programs free of charge. (Fellows Luncheon & Association Dinner require an additional fee to be paid by attendee). See Sponsorship Form, some of the sponsorship opportunities include a booth. A \$425 nonrefundable deposit will be required to secure your reservation. Payment in full must be received no later than the deadline to participate. NO refunds given after that date. All commercial and job fair booths will be intermixed in the Exhibit Hall.

JOB FAIR - TABLE TOP RECRUITER RESERVATION: \$300. All table top Job Fair recruiters will be located in the Job Fair. Each table top includes a small round draped table and 2 chairs. You may display brochures, literature and small signage on your table top, not to exceed 18" in height.

HOTEL INFORMATION/PROGRAM BOOK

Reduced sleeping room rates have been established with the host hotel. Hotel reservation information will be available in the CSHA Magazine (program book) and on the CSHA website. A CSHA Magazine Program Book issue will be mailed to you in January or upon receipt of your Exhibit/Job Fair Request form.

BOOTH ASSIGNMENT

Booth assignments are made by CSHA. Consideration is given to the date of receipt of booth orders, continuity of support to CSHA as a sponsor, exhibitor or advertiser, and as requested on the exhibit order form. Job Fair booth assignments will be intermixed with all Commercial Exhibits. Every effort will be made to best utilize available display space while accommodating exhibitor/job fair participant preferences. Please assist us in making appropriate booth assignments by indicating your product line on your booth order form.

BOOTH SIGNS

A standard booth sign bearing the exhibitor's name and booth number will be furnished at no charge. Additional signs for table displays may be ordered from the decorating company.

DECORATING & DRAYAGE SERVICE

Furniture, electrical connections, and other items can be ordered through Curtin Convention and Exposition Services in accordance with published rates. These services are not included in the price of your booth. An exhibitor service folder from Curtin Convention and Exposition Services will be mailed soon after booth space has been reserved. If you need to contact Curtin directly, please contact them at: Phone: (415) 883-7818; Fax: (415) 883-1755. Curtin will have a convention services desk on-site so that exhibitors may verify and adjust their installation requirements if necessary.

TEAMSTERS UNION

The Teamsters Union has local claims jurisdiction over the operation of all material, handling equipment, all unloading and reloading, and handling of empty containers. An exhibitor may move only what material that can be hand-carried by one person in one trip. Hand-carried is defined as small cartons, packages, or portable lap-top computers that usually weigh less than 30lbs. Unions claim jurisdiction under all other circumstances. No one, other than the official contractor's employees, is allowed to use dollies, hand trucks, or other mechanical equipment. This includes, but is not limited to hotel employees and facility employees.

REGISTRATION MATERIALS

You will receive an exhibitor packet on-site at the CSHA convention located at the "Exhibitor Check-In" counter. Follow the signs to "CSHA Registration" after you have checked into the hotel and secured your sleeping room. Your packet will contain a convention program containing the schedule of events for all days, name badges), list of exhibitors, exhibitor locator map, and other convention information.

Rules & Regulations

Subletting of space is prohibited. Two or more organizations may not exhibit in a single space unless they have obtained special, prior written authorization from CSHA.

CSHA reserves the right to alter the locations of exhibits or the booths if deemed advisable in the best interests of CSHA.

NO REFUND will be made if reserved space is not used or if space is used during only a portion of the convention.

Exhibit demonstrations must be confined within the bounds of the respective booths. Aisle space may not be used to distribute promotional material. The rights and privileges of an exhibitor shall not be infringed upon by any other exhibitor. All structural work such as extra shelving, standards, display racks, sign spotlights, etc., must be approved. All display materials and decorations must be fire-resistant. Displays are inspected by the Fire Prevention Bureau; if any display is found not to be fire retardant, it may be ordered dismantled. All exits, fire stations and fire extinguisher equipment must not be obstructed. Nothing shall be pasted, tacked, nailed, screwed, or otherwise attached to columns, walls, floor or other parts of the hotel building, furniture, or exhibit hall.

Exhibitors with noisy electrical devices, sound-producing movies, or other exhibits or devices which may prove objectionable to other exhibitors because of noise or other disagreeable features must agree to accept space assignments which will abate reasonable objections to these annoyances. All exhibitors should insure themselves at their own expense against property loss or damage, and against liability for personal injury.

Each exhibitor is limited to four persons per booth. Two attendees may attend the convention programs at no charge with the exception of fellows luncheon & association dinner, which do require an additional fee to be paid by attendee.

Exhibitors may conduct sales of products on-site. Convention attendees may make purchases on-site from companies who are selling. Other companies have chosen to use their displays as an educational forum and will not conduct sales on-site.

BOOTH CANCELLATION will not be accepted after the deadline. The exhibitor is responsible for total booth rental regardless of the reason for cancellation, including cancellation by the exhibitor because of the failure of an exhibit to arrive for any reason, or cancellation by the association of the exhibition, in whole or in part. Deposits are nonrefundable.

SECURITY

CSHA will contract for guard services during non-show times.

CSHA 2012 EXHIBIT & JOB FAIR REQUEST

CSHA ANNUAL STATE CONVENTION
MARCH 15-18, 2012
 The Fairmont
 San Jose, California

SHOW DAYS:
 Thursday, March 15, 6-8PM
 Friday, March 16, 8AM-6PM
 Saturday, March 17, 8AM-5PM

Company (this will go on your booth signage -please print):		
Contact Person:		
Address:		
City:	State:	Zip:
Phone:	Fax:	Email:

Onsite Booth Representatives (Four name badges per company. Additional Name badges cost \$10 each):	
(1)	(4)
(2)	(Additional Badge \$10)
(3)	(Additional Badge \$10)

Quantity	Type	Product or Service	Total Due
	COMMERCIAL EXHIBITOR: <input type="checkbox"/> \$850 Booth (8'x10' booth, side & back draping, 6' table and 2 chairs) <input type="checkbox"/> Check this box if you are ordering multiple booths and prefer an "Island" type of set up.	<input type="checkbox"/> Speech-Language Product <input type="checkbox"/> Book Publisher/Curriculum Materials <input type="checkbox"/> Hearing Product <input type="checkbox"/> Other (Specify):	\$
	JOB FAIR/RECRUITER: <input type="checkbox"/> \$850 Booth (8'x10' booth, side & back draping, 6' table and 2 chairs) <input type="checkbox"/> \$300 Table Top (All day small draped table assignment with 2 chairs in the Exhibit Hall)	(Due to limited space in the Job Fair, we can only offer one booth or table per company. If you require more than one booth or table, please contact the Exhibits Coordinator)	\$
	<input type="checkbox"/> CORPORATE SPONSORSHIP (see reverse-some include booth fee)	Event Sponsoring:	\$

Note: A \$425 minimum non refundable deposit is required per booth ordered (payment due in full for Table Tops -\$300). Balance due by February 1, 2012. Include payment at this time if you are applying for a corporate sponsorship (over for descriptions of sponsorships).

BRIEF BOOTH/TABLE TOP DESCRIPTION (25 WORDS OR LESS) - PRINTED IN CSHA's ON-SITE PUBLICATION (PLEASE PRINT):

We wish to be near the following exhibitor:
We <u>DO NOT</u> wish to be near the following exhibitor:

Mail/Fax Order Form to:
 CSHA
 Attn: Heather McGuire, Exhibits Coordinator
 825 University Ave.
 Sacramento, CA 95825-6724
 Email: heather@csa.org
 Office: (916) 921-1568 • Fax: (916) 921-0127
www.CSHA.org

\$425 Nonrefundable Deposit Required with Order. Remaining Balance Due By: February 1, 2012. NO REFUNDS AFTER FEB 1	
Booth or Table Top:	Amt: \$
Sponsorship:	Amt: \$
Additional Badges: # of Badges _____ @ \$10 each =	Amt: \$
GRAND TOTAL DUE:	Amt: \$
- Less Deposit:	Amt: \$
BALANCE:	Amt: \$
PAYMENT OPTIONS	
<input type="checkbox"/> Check/MO#:	Amt: \$
<input type="checkbox"/> Requisition or PO#:	Amt: \$
<input type="checkbox"/> Credit Card (We accept Visa or MasterCard)	Amt: \$
Account #:	Expiration Date:
Signature (Required):	

CSHA Sponsorship Form

ALL sponsors will receive public recognition at appropriate convention events with signage and a special "thank you" in the CSHA Summer Magazine Issue.

If you are choosing a package that includes an ad in the *CSHA Convention Program Magazine Issue*, Sponsorship Form (with AD) MUST BE received in the CSHA office by **DECEMBER 10, 2011**. Please email your ad in pdf format to: heather@csha.org.

Convention Sponsorship Packages:

If you would like to sponsor another option that is not stated, please email or call Heather McGuire at: heather@csha.org; or call 916-921-1568 to discuss your ideas.

- SOLD EXCLUSIVE TOTE BAG SPONSORSHIP - \$6,000**
- One exhibit booth, one full-page ad in the *CSHA Convention Program Magazine* and 1/2-page ad in the Summer *CSHA Magazine* issue, and 1/2-page ad in the Fall CSHA Magazine issue, and 1/2-page ad in the Winter CSHA Magazine issue.
- SOLD EXCLUSIVE CLIP BOARD SPONSORSHIP - \$6,000**
- One exhibit booth, one full-page ad in the *CSHA Convention Program Magazine* and 1/2-page ad in the Summer *CSHA Magazine* issue, and 1/2-page ad in the Fall CSHA Magazine issue, and 1/2-page ad in the Winter CSHA Magazine issue.
- SOLD EXCLUSIVE HANDOUT CD SPONSORSHIP - \$5,000**
- One exhibit booth, one full-page ad in the *CSHA Convention Program Magazine* and 1/2-page ad in the Summer *CSHA Magazine* issue, and 1/2-page ad in the Fall CSHA Magazine issue, and 1/2-page ad in the Winter CSHA Magazine issue.
- EXHIBIT HALL KICK-OFF (Thursday evening) - \$3,000** - One exhibit booth, 1/2-page ad in the *CSHA Convention Program Magazine* and 1/2-page ad in the Summer *CSHA Magazine* Issue.
- ASSOCIATION DINNER - \$3,000** - One exhibit booth, 1/2-page ad in the *CSHA Convention Program Magazine* and 1/2-page ad in the Summer issue of the *CSHA Magazine*.
- CYBER CAFE- \$3,000** - One exhibit booth, 1/2-page ad in the *CSHA Convention Program Magazine* and 1/2-page ad in the Summer issue of the *CSHA Magazine*
- PRESIDENT'S RECEPTION - \$2,000** - One exhibit booth, 1/2-page ad in the *CSHA Convention Program Magazine*.
- SPEAKER SPONSORSHIP - \$2,000** - One exhibit booth and a 1/2-page ad in the *CSHA Convention Program Magazine*.
- CSHA/ASHA PRESIDENTS' MEETING/STUDENT LUNCH - \$2,000**
- One exhibit booth and a 1/2-page ad in the *CSHA Convention Program Magazine*.
- PLENARY SESSION/FELLOWS' LUNCHEON - \$2,000** - One exhibit booth and a 1/2-page ad in the *CSHA Convention Program Magazine*.
- PLATINUM LEVEL SPONSOR - \$5,000** - One exhibit booth, full-page ad in the *CSHA Convention Program Magazine*, and a 1/2-page ad in the Summer Magazine Issue.

- SOLD EXCLUSIVE LANYARD SPONSORSHIP - \$5,000**
One exhibit booth, one full-page ad in the *CSHA Convention Program Magazine* and 1/2-page ad in the Summer *CSHA Magazine* issue, and 1/2-page ad in the Fall CSHA Magazine issue, and 1/2-page ad in the Winter CSHA Magazine issue
- GOLD LEVEL SPONSOR - \$3,000** - One exhibit booth, 1/2-page ad in the *CSHA Convention Program Magazine*
- SILVER LEVEL SPONSOR - \$1,000** - 1/3-page ad in the *CSHA Convention Program Magazine*.
- BRONZE LEVEL SPONSOR - \$500** - 1/3-page ad in the *CSHA Convention Program Magazine*.

Advertising Opportunities:

Go to www.CSHA.org to reserve your ad space!

CSHA WEBSITE:

ADVERTISE YOUR JOB POSTING AND EVENTS ONLINE!

- Calendar of Events
- Job Classifieds
- Member Links

CSHA MAGAZINE:

MAGAZINE ISSUE	COPY DUE DEADLINE
2012 Convention Program Issue	December 01, 2011
Winter - Jan 2012	December 10, 2011
Summer 2012	May 20, 2012
Fall 2012	September 20, 2012

CAMERA READY ADS:

Full Page = \$650 (7 1/4" W x 9 1/2" L)
1/2-page = \$450 (7 1/4" W x 5" L)
1/3 Page = \$300 (2 1/4" W x 9 1/2" L)
1/6 Page = \$200 (2 1/4" W x 5" L)

CLASSIFIED ADS:

\$150.00 for a 5 line ad. Approximately 40 characters per line. Ads over 5 lines - \$10 per each additional line.

Carry payment forward to reverse side of this form.
Return both forms with payment to CSHA.

CSHA/Attn: Heather McGuire, Exhibits Coordinator
825 University Ave.
Sacramento, CA 95825-6724
Email: heather@csha.org
(916) 921-1568
Fax: (916) 921-0127