

P.O. Box 70464  
Oakland, CA 94612

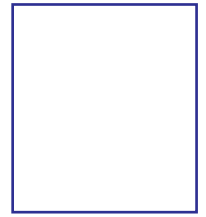


2015

## Focus on Your Future

Navigating the Road to Success

CALNARPM Conference & Tradeshow



# EXHIBITOR BROCHURE



2015

## Focus on Your Future

Navigating the Road to Success

CALNARPM Conference & Tradeshow

## Exhibitor Tradeshow Information

**March 26-27, 2015**

Napa Valley Marriott Hotel & Spa  
3425 Solano Avenue  
Napa, CA 94558

Signed contract for exhibitor space with full payment must

**be received by January 6, 2015**

in order to be included in all conference materials

For more information, email:

**Sterling Robinson, [narpmcalifornia@gmail.com](mailto:narpmcalifornia@gmail.com)**

**Conference Partner  
Only One (1) Available**

**Before 1-6-2015 / \$2,000  
After 1-7-2015 / \$2,500**

- Listing on the CALNARPM website as an Affiliate Member for one year
- Premier exhibitor booth location which includes: two (2) 6' X 18" tables (first choice booth space), tablecloth and four (4) chairs
- One classroom to offer attendees a premier educational workshop on Tuesday, March 24, 2015, and Wednesday, March 25, 2015, 1:00 pm - 4:00 pm
- Five (5) minutes to speak to conference attendees at the Opening Session
- Company banner displayed in main ballroom for duration of conference, banner must be delivered to hotel between 03-22-15 and 03-24-15
- Company logo featured on the cover of the Conference Brochure, must be submitted by 1-1-15
- Company logo featured on the cover of the Attendee Registration List, must be submitted by 2-10-15
- An eblast sent to CALNARPM members on sponsors behalf, must be submitted by 2-3-15
- One (1) promotional piece to be placed in the Attendee Packets, piece must be provided by 3-24-15
- Sponsorship recognition from podium at the Closing Session
- Exhibitor Badges
- Conference meals for four (4) registrants, payment required for additional exhibitor registrant meals
- Pre- and Post-Conference Attendee Lists via MS Excel Spreadsheet, pre-list to be available on 3-17-15 with all registered conference attendees through 3-12-15. Post-list to be available 4-7-15
- Exclusive to the Conference Partner and Gold Sponsors only - Broker/Exhibitor Speed Networking Event held during regular conference programing. Details to follow.

**Gold  
Premier Sponsorship • Only Twelve (12) Available**

**Before 1-6-2015 / \$1,000  
After 1-7-2015 / \$1,500**

- Listing on the CALNARPM website as an Affiliate Member for one year
- One of twelve (12) premiere booth locations to choose from, which includes: one (1) 6' X 18" table, tablecloth, and two (2) chairs
- Company banner displayed in main ballroom for duration of conference, banner must be delivered to hotel between 03-22-15 and 03-24-15
- Company logo featured on the cover of the Attendee Registration List, must be submitted by 2-10-15
- An eblast sent to CALNARPM members on sponsors behalf, must be submitted by 2-3-15
- One (1) promotional piece to be placed in the Attendee Packets, piece must be provided by 3-24-15
- Sponsorship recognition from podium at the Closing Session
- Exhibitor Badges
- Conference meals for two (2) registrants, payment required for additional exhibitor registrant meals
- Pre- and Post-Conference Attendee Lists via MS Excel Spreadsheet, pre-list to be available on 3-17-15 with all registered conference attendees through 3-12-15. Post-list to be available 4-7-15
- Exclusive to the Conference Partner and Gold Sponsors only - Broker/Exhibitor Speed Networking Event held during regular conference programing. Details to follow.

**Silver  
Premium Sponsorship • Only Sixteen (16) Available**

**Before 1-6-2015 / \$750  
After 1-7-2015 / \$1,000**

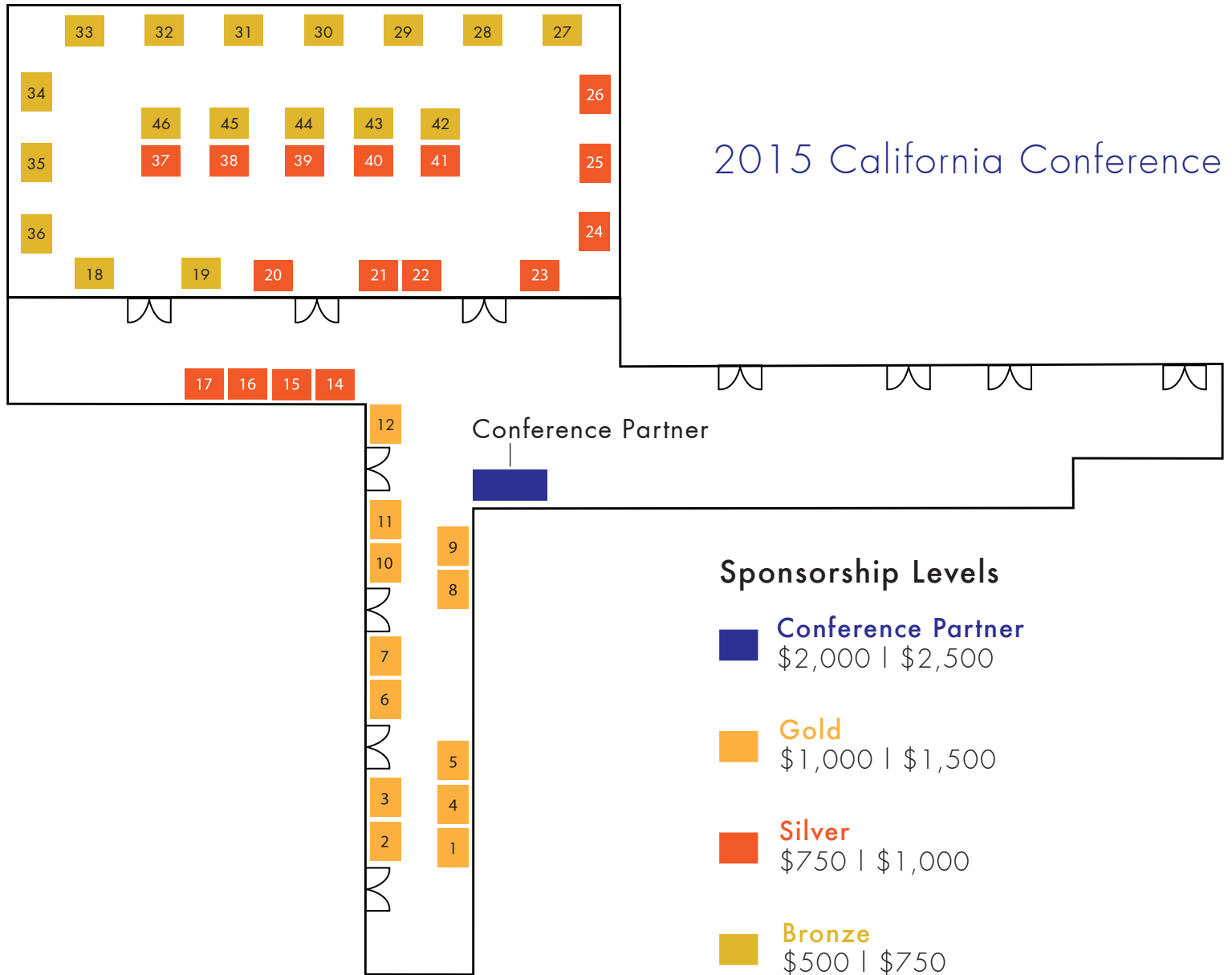
- Listing on the CALNARPM website as an Affiliate Member for one year
- One of fourteen (14) Premium booth locations to choose from, which includes: one (1) 6' X 18" table, tablecloth, and two (2) chairs
- Company logo featured on the cover of the Attendee Registration List, must be submitted by 2-10-15
- Sponsorship recognition from podium at the Closing Session
- Exhibitor Badges
- Conference meals for one (1) registrant, payment required for additional exhibitor registrant meals
- Post-Conference Attendee Lists via MS Excel Spreadsheet. Post-list to be available 4-7-15

**Bronze  
Bronze Package • Only Seventeen (17) Available**

**Before 1-6-2015 / \$500  
After 1-7-2015 / \$750**

- Listing on the CALNARPM website as an Affiliate Member for one year
- One of seventeen (17) booth locations to choose from, which includes: one (1) 6' X 18" table, tablecloth, and two (2) chairs
- Exhibitor listing in Attendee Packet
- Exhibitor Badges
- Conference meals for one (1) registrant, payment required for additional exhibitor registrant meals
- Post-Conference Attendee Lists via MS Excel Spreadsheet. Post-list to be available 4-7-15

# Napa Valley Marriot Hotel & Spa Exhibitor Floor Plan



Please note that CALNARPM may, with or without notice to Exhibitor, delete booth spaces or entire rooms depending upon the total number of exhibitors.

For more information, email:

Sterling Robinson • [narpmcalifornia@gmail.com](mailto:narpmcalifornia@gmail.com) • P.O. Box 70464, Oakland, CA 94612

# Sponsorship Opportunity

March 26-27, 2015

Napa Valley Marriott Hotel & Spa, Napa, CA

Signed Contract for Exhibit Space with full payment must be

**RECEIVED BY JANUARY 6, 2015** in order to be included in all conference materials.

\*Please PRINT legibly

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Badge Name: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax: \_\_\_\_\_

Cell: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

NARPM Affiliate?  Yes  No

CALNARPM Affiliate?  Yes  No

Chapter: \_\_\_\_\_

Do you need any of the following?  Electricity  Internet  Wireless Internet  Telephone

Product/services description (for conference brochure)

Acceptance of Exhibitor Rules:

Authorized Signature: \_\_\_\_\_

\*If more than one registrant will be attending, please provide their name(s), title(s), badge name(s) and email address(es) on a separate page

# Sponsorship Opportunity

Premier Sponsorship	Before 1/6/15	After 1/7/15	Quantity	Total
Conference Partner (1)	\$2,000	\$2,500		
Gold (12)	\$1,000	\$1,500		
Silver (16)	\$750	\$1,000		
Bronze (17)	\$500	\$750		

Exhibitor and Conference Meals:				
Guest(s) Thursday Lunch	\$60			
Guest(s) Breakfast Friday	\$40			
Guest(s) Reception	\$45			

Booth Preference #1 \_\_\_\_\_ #2 \_\_\_\_\_ #3 \_\_\_\_\_

Total Payment \$ \_\_\_\_\_

## Payment Information

- If paying by check, please email your registration form to [narpmcalifornia@gmail.com](mailto:narpmcalifornia@gmail.com) with the subject line "2015 Exhibitor Registration" and make your check payable to: CALNARPM. Checks may be mailed to P.O. Box 70464, Oakland, CA 94612.
- If paying by Visa/MasterCard/Discover, please complete the information and email the form to [narpmcalifornia@gmail.com](mailto:narpmcalifornia@gmail.com).

Payment by:  MasterCard  Visa  Discover (No American Express)

Name on Credit Card \_\_\_\_\_

Billing Address (include Zip) \_\_\_\_\_

Credit Card # \_\_\_\_\_

Expiration \_\_\_\_\_ 3 Digit Security Code \_\_\_\_\_

Amount to Charge to Credit Card \$ \_\_\_\_\_

Authorized Signature \_\_\_\_\_

For more information, email:

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# Exhibitor Rules:

## REGISTRATION:

Signed contract for exhibitor space with full payment must be received by January 6, 2015 in order to be included in all conference materials. Registration must be completed by January 6, 2015 otherwise there will be a late fee for registrations received after this date to facilitate company information included in conference materials and recognition for sponsorship items. No registrations will be permitted after March 17, 2015. All exhibit locations and packages are on a first come, first serve basis. All exhibit locations to be determined by CALNARPM.

## CANCELLATION:

There are no refunds after March 17, 2015. Cancellations received by March 16, 2015 will receive a full refund minus a \$75 handling fee.

## TRADESHOW HOURS:

The tradeshow will be open immediately following lunch, Thursday, March 26, 2015 and from 8:00 a.m. to 1:00 p.m., Friday, March 27, 2015. The tradeshow will be held in the Vinters Ballroom and the pre-function corridor.

## EXHIBITOR SET-UP/TEARDOWN HOURS:

Set-up on Thursday, March 26, 2015 - 8:00 a.m. to 12:00 p.m.  
Teardown on Friday, March 28, 2015 - 1:00 p.m. to 2:00 p.m.

## DISPLAYS:

Exhibitors must use the assigned tradeshow booth space only, and must not disturb other exhibits. The use of a table is not required; however, advanced notice must be provided to CALNARPM for removal. Exhibitor will display products or services as described herein.

## SECURITY/LIABILITY:

CALNARPM AND NARPM®, it's members, it's agents and employees, and the Napa Valley Marriott Hotel & Spa shall not be liable for any injury, loss or damage incurred by exhibitor or to an exhibitor's property through theft, fire, accident or any other destructive cause, whether the result of negligence, or otherwise. The exhibitor, at the exhibitor's expense, is responsible for all repairs and damage.

## SHIPPING AND DRAYAGE INFORMATION:

Shipping and storage of exhibit materials to the hotel is at exhibitor's option and expense. Please contact Sterling Robinson at [narpmcalifornia@gmail.com](mailto:narpmcalifornia@gmail.com) for details.

## ELECTRICAL OUTLET, TELEPHONE LINE AND INTERNET REQUIREMENTS:

It is the sole responsibility of the exhibitor to arrange electrical, telephone and internet needs through the Napa Valley Marriott Hotel & Spa directly and is solely at the exhibitor's expense. Please call hotel directly (866-263-1462).

## LODGING ARRANGEMENTS:

It is the sole responsibility of the exhibitor to arrange lodging needs through the Napa Valley Marriott Hotel & Spa and is solely at the exhibitors expense. Please contact hotel directly (866-263-1462) and use the CALNARPM code to obtain our special rate of \$149 per night - Please book by March 4, 2015. Group rate available three (3) days pre and post program; Please note no rooms are currently being held and the group rate is subject to availability at time of inquiry.

## EXHIBITORS RAFFLE PRIZES:

Exhibitors are encouraged, but not required, to bring giveaway prizes for the 50/50 Raffle and Exhibitor Drawing.

## EXHIBITOR PROMOTIONAL PIECES:

It is not permitted to place any promotional pieces outside your exhibit space during the conference unless otherwise stated in the sponsorship package.

## EXHIBITOR FUNCTIONS:

Exhibitors must not schedule functions, meals or classes that conflict with any CALNARPM 2015 California Conference events on March 24, 2015; March 25, 2015; March 26, 2015 and March 27, 2015 without prior written approval by the CALNARPM Executive Committee. Should exhibitors schedule an event that conflicts with the conference schedule, the exhibitor shall be asked to leave the trade show and registration funds will be forfeited.

For more information, email:

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