



Sponsor/Exhibitor Application

Deadline: August 30, 2023

CAEPCon Dates: September 22-24, 2023

Exhibit Dates: September 22 & 23, 2023

A deposit of 50 percent of the total fee must be remitted with submission of this application, with the remaining balance due by August 30, 2023. Applications received after August 30, 2023 must be submitted with full payment. Incomplete applications or applications received without deposit (including those with declined credit cards) will not be processed. This application and agreement may be cancelled at any time by CAEP with written notice.

This application will serve as your invoice for payment.

CONTACT INFORMATION:

Company/Organization Name (as it will appear in the final program)

Brief description of company, product, and/or services to be exhibited

Contact Person, Title (all sponsor/exhibit material will be forwarded to contact)

Company Street Address

City State/Province Postal Code Country

Phone E-mail Website

Sponsor Packages

- Gold** Level: Coffee Break & Networking Sponsor: \$5,000 (1 Available)
- Green** Level: Wi-Fi & Event App Sponsor: \$5,000 (1 Available)

Exhibit Opportunities

- Exhibit Booth w/ Exhibitor Session: \$1,500
- Exhibit Booth ONLY: \$1,000

For Exhibitor Booth

List up to three competitors with whom you do not wish to be placed in proximity (cannot be guaranteed).

Advertisement Opportunities

- Full-Page Ad – Premium Placement \$500
- Full-Page Ad – Standard Placement \$450
- Half-Page Ad: \$250
- App-Push Notification \$150

For Exhibitor Session

Session Topic

(if selected, provide brief outline & speaker)

Time slots are assigned by CAEP and are awarded on a first-come, first serve basis. To help maximize the experience for the exhibiting organizations and attendees, CAEP reserves the right to limit competing topics/products in the same time slot. Please rank your desired date/time slot.

Note: times are subject to change.

- Sept. 22 – 7:15 a.m. – 8:15 a.m.
- Sept. 22 – 12:45 p.m. – 1:45 p.m.
- Sept. 23 – 7:15 a.m. – 8:15 a.m.

PAYMENT:

If paying by check, please make payable to CAEP. If paying by credit card, please complete the info below.

Applications will not be processed in the case of declined credit cards.

CAEP's federal ID number is 27-4701474.

- VISA MasterCard

Amount to Charge: \$ _____

Credit Card # _____

Exp Date _____ CSV/CSN # _____

Signature _____

Printed Name on Card _____

FOR INTERNAL CAEP USE ONLY:

Date Received _____

Space Assigned _____

Date Assigned _____

	Payment Method	Amount
Total Due		
Deposit		
Balance		
2nd Payment		
Refund Reason: _____		

NOTE:
 All Ads to be sent via email as a full color, no bleed; EPS or PDF files only
 Send to: events@caepnet.org
 Available first-come, first served
 Full-Page: 8 ½ W x 11 H
 Half-Page: 8 ½ W x 5 ½ H

AGREEMENT: All correspondence will be with the person listed above, and this contact person will be responsible for forwarding all materials to agents and/or representatives hired by the sponsoring/exhibiting company. The below signed acknowledges receipt of, and agrees to, abide by policies and sponsor/exhibit rules and regulations as provided, and any correspondence from CAEP or its agents(s), and to all conditions under which exhibit space at the Marriott Wardman Park is leased to CAEP. Unless CAEP is notified in writing within 15 days of space assignment, the below signed agrees that the space assigned is acceptable, and further certifies that the product/services listed on this contract are those to be exhibited.

Authorized Sponsor/Exhibitor Representative Signature

Date