

CLRA ALBERTA CHAPTER 2019 AGM AND CONFERENCE

'Fake News' – Debunking Myths with Science & Innovation

FEBRUARY 11 –13, 2019 - RED DEER, ALBERTA

TRADE SHOW AND SPONSORSHIPS

Dear Valued Sponsors,

Thank you to all previous, future and interested sponsors of the CLRA Alberta Chapter AGM and Conference. Please read the following rules and guidelines carefully **as failure to comply may result in losing your requested sponsorship of choice**. A limited number of sponsorships are available; we thank all who have applied.

Best Regards,
CLRA Board, AB Chapter

General

- As a thank you to long standing sponsors, booth sponsorships will be assigned on a first right of refusal basis with last year's sponsors given one-week advance notice to respond for their prior sponsorship spot. If a sponsor wishes to upgrade their last year's sponsorship, it will be based on availability.
- Any booth sponsorship available after one week will be open to the general public. All other sponsorships and registrations will be on a first come first serve basis and determined by the time stamps on the email correspondence.
- Please pick the top three choices you wish to sponsor, in the event your primary choice is taken.
- All sponsors will have their company name and/or logo displayed on the main conference hall TV screens, on a banner near the registration booth, within the conference program and on the CLRA website.

Payment, Deadlines, and Logo Requirements

- Email your completed form (below) with your credit card information to the CLRA Alberta Office (tamara@managewise.ca). Your emailed sponsorship forms **MUST** be received via this email address, other methods of submission will not be accepted.
- Payment for sponsorship must be received by **December 31, 2018** to confirm your sponsorship, no exceptions. Payments are non-refundable after January 4, 2019.
- All sponsors are to submit company logos in both JPEG and EPS format via email no later than January 4, 2019, no exceptions. **WITHOUT YOUR LOGOS YOU WILL NOT BE ADVERTISED!** Logos must be sent to the CLRA Alberta Office (tamara@managewise.ca)
- If you have questions regarding sponsorships please contact Kelly Zadko at kzadko@northshoreenv.com or Chad Hohol at chad.hohol@gmail.com.

Booth Sponsor Information

- All booth delegates **must** be registered separately for the conference. A registration form must be completed for each delegate.
- There are 33 booth spots available in the main hall and 12 booth spots available in the corridor.
 - Gold level booth sponsors (16) are entitled to one booth in the main hall as well as **TWO** delegate passes.
 - Silver level booth sponsors (17) are entitled to one booth in the main hall as well as **ONE** delegate pass.
 - Corridor level booth sponsors (12) are entitled to one booth in the main corridor adjoining the main hall as well as **ONE** delegate pass.
- The booth space is approximately 10' by 10' (may vary slightly). Please do not bring a booth or material exceeding these dimensions. Side banners within booth space are not permitted this includes any items that may block the view to adjacent booths.
- Set-up for booth sponsors can occur from 3PM to 8PM on Monday, February 11, 2019. Take down of booth can occur after 3PM only or otherwise indicated, on Wednesday, February 13, 2019. Early teardown of booths will result in loss of sponsorship the following year.

Other Sponsors

- The Lanyard Sponsor is responsible for supplying 800 **double ended lanyards** to the CLRA executive one week prior to the conference. The design is up to the sponsor; however, the lanyards must be no-spin style with clips on each end. Plastic name tag holders are not required.
- The Reception Sponsor will be allowed one delegate included in the cost of the sponsorship.
- Water Bottle Sponsor will be responsible for providing their own water bottles in the quantity of 600.
- The Door Prize Sponsors are responsible for providing a door prize to be drawn at the AGM on Wednesday, February 13, 2019. We request that the prize be of a substantial value (previous examples have been iPads, Weekend Getaways etc.) Suggested value of the door prizes is between \$300 and \$500.
- The Program Sponsor will have their company logo included in the event app and in the program. As this is an ad, it is the responsibility of the sponsor to have the page fully completed and submitted to the CLRA for inclusion into the program no later than January 4, 2019.
- Program Room Sponsors will have the opportunity to have a banner stand and small table inside the room (inside rear corner). This table is to be no more than 4' square or 36" round. Additionally, the sponsor's logo will be displayed on the screen at all times between presentations. No networking will be allowed during presentations. Teardown will be allowed after 5:00 p.m. on Tuesday, February 12, 2019.
- The Room Key Sponsor is responsible for arranging the appropriate number of keys to be purchased and printed with their company logo and be delivered to the hotel no later than Feb. 1, 2019.
- Speaker Gift Sponsors will be receive verbal recognition during the gift presentation to the speaker.
- The Tote Bag Sponsor will be responsible for providing a tote bag for each delegate in the design of their choice (approximately 650 – will confirm number closer to event).
- Smoothie Sponsor will have their logo featured in the smoothie disbursement area.
- The Stamp Game Sponsor will have logo recognition on the game form.
- The Drink Ticket Sponsors will have their logo placed on each drink ticket provided to the delegates.
- The Delegate Gift Sponsor will be responsible for providing a delegate gift for each attendee (approximately 700 – will confirm number closer to event).

Scholarship Sponsors

- CLRA Scholarships recognize students' academic achievement and hard work and we are pleased to be able to reward their commitment and accomplishments through awards such as yours. These are valued; not only for their monetary value but for the encouragement and recognition they give.
- Scholarship candidates will be selected from the list of CLRA sponsorship programs; your contribution will be rotated on a yearly basis. If you have a certain school of preference, please notify us and we will do our best to accommodate your preference.

Thank you to all sponsors for helping to make this event a success!

IMPORTANT DATES:

- **December 31th, 2018:** Payment for sponsorship, email only.
- **January 4th, 2019:**
 - Sponsorship Fees Non-Refundable
 - Submit company logos in both JPEG and EPS
- **February 11, 2019:** Set-up for booth sponsors 3PM to 8PM
- **February 12, 2019:** Take down for program room sponsors at 5:00PM
- **February 13, 2019:** Take down of booth after 3PM (unless otherwise indicated)



The Canadian Land Reclamation Association
 Association canadienne de réhabilitation des sites dégradés

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**FEBRUARY 11 –13, 2019 - RED DEER, ALBERTA
 TRADE SHOW AND SPONSORSHIP FORM**

1. Contact Information (please fill in all information requested)	
Company Name:	
Contact Person:	
Mailing Address:	
E-mail:	
Phone:	

2. Sponsorship - check one and indicate person(s) attending (<i>Delegate names to be provided by January 4th, 2019</i>)			
<input type="checkbox"/>	Gold Sponsor Booth (\$2,500.00)	Persons (2) Attending	
<input type="checkbox"/>	Silver Sponsor Booth (\$2,000.00)	Person (1) Attending	
<input type="checkbox"/>	Corridor Sponsor Booth (\$1,650.00)	Person (1) Attending	

****Please pick the top three choices you wish to sponsor, in the event your primary choice is taken.**

3. Event Sponsorship - check one				
	Event	Day	Cost	Persons Attending
<input type="checkbox"/>	Pre-Conference Workshop	Monday	\$500.00	<i>None included</i>
<input type="checkbox"/>	Reception (1)	Monday	\$1,500.00	Person (1) Attending:
<input type="checkbox"/>	Breakfast (1)	Tuesday	\$850.00	<i>None included</i>
<input type="checkbox"/>	Lunch (1)	Tuesday	\$1,250.00	<i>None included</i>
<input type="checkbox"/>	Exhibition Hall (1)	Tuesday	\$1,000.00	<i>None included</i>
<input type="checkbox"/>	Breakfast (1)	Wednesday	\$850.00	<i>None included</i>
<input type="checkbox"/>	Lunch (1)	Wednesday	\$1,250.00	<i>None included</i>
<input type="checkbox"/>	Exhibition Hall (1)	Wednesday	\$1,000.00	<i>None included</i>

4. Miscellaneous Sponsorships - check one			
	Event	Cost	Person(s) Attending
<input type="checkbox"/>	Coffee Station in Main Hall (1)	\$500.00	<i>None included</i>
<input type="checkbox"/>	Water Bottle Sponsor (1)	\$750.00	<i>None included</i>
<input type="checkbox"/>	Speaker Gift Sponsor (2)	\$750.00	<i>None included</i>
<input type="checkbox"/>	Tote Bag Sponsor (1)	\$750.00	<i>None included</i>
<input type="checkbox"/>	Smoothie Sponsor (1)	\$500.00	<i>None included</i>
<input type="checkbox"/>	Stamp Game Sponsor (1)	\$500.00	<i>None included</i>
<input type="checkbox"/>	Monday Drink Ticket Sponsor (1)	\$500.00	<i>None included</i>
<input type="checkbox"/>	Tuesday Drink Ticket Sponsor (1)	\$750.00	<i>None included</i>
<input type="checkbox"/>	Delegate Gift Sponsor (1)	\$750.00	<i>None included</i>
<input type="checkbox"/>	Room Key Sponsor (1)	\$1,500.00	<i>None included</i>
<input type="checkbox"/>	Lanyard Sponsor (1)	\$1,500.00	<i>None included</i>
<input type="checkbox"/>	Program Sponsor (1)	\$1,000.00	<i>None included</i>
<input type="checkbox"/>	Program Room Sponsor (4)	\$750.00	<i>None included</i>
<input type="checkbox"/>	Door Prize Sponsor (6)	Sponsor's Choice	<i>None included</i>



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5. Scholarship Sponsorships – Please select from the following donation options:	
<input type="checkbox"/>	\$500.00 (to be matched by CLRA Alberta) Total scholarship equals \$1000.00
<input type="checkbox"/>	\$1000.00 (to be matched by CLRA Alberta) Total scholarship equals \$2000.00
Please select from the following donations terms:	
<input type="checkbox"/>	1 year
<input type="checkbox"/>	2 year
<input type="checkbox"/>	3 year
<input type="checkbox"/>	4 year
<input type="checkbox"/>	5 year

6. Payment			
Payment Type (circle ONE)	Credit Card Number (if paying by credit card)	Expiry Date (Mo/Yr)	Cardholder Name (please print)
Cheque/Visa/MC			
By signing here, I am authorizing the Total Amount(s) shown above to be charged to my credit card.			

Note: The pricing list does not include GST. GST will be added to the final total.