

California Bail Agents Association

38th Annual Convention

October 1st – 3rd, 2017

Westgate Las Vegas

Resort & Casino

(Group Code: SGCBA7)

38th Annual Convention

Exhibitor Information



California Bail Agents Association

Contact: Brandie Mitchell

888-391-0456

Ext. 106

GENERAL INFORMATION

Date & Details

The California Bail Agents Association 2017 Annual Convention will be held October 1 - 3, 2017, at Westgate Las Vegas Resort & Casino. This event is designed to provide a forum for education, information, and networking opportunities.

What kind of products and/or services appeal to bail agents?

Bail agents are interested in good and services that will help them be successful such as, professional software and hardware, insurance, book resources, community resources, promotional items, office supplies, marketing, etc.

How will exhibiting at the CBAA convention benefit my business?

By exhibiting you increase your visibility in the bail agent community in California. You will have direct exposure with your target audience and a chance to talk one-on-one with professionals who need your goods and services. This method is more personal and effective than a direct mail campaign or a cold call. We ensure that attendees have multiple opportunities to speak with you during the convention.

What other ways will CBAA promote their vendors?

Each year CBAA attendees receive (in their registration packet) a —Smile Card. This card lists each exhibitor in the exhibit hall. The attendees will simply take the card around to each exhibitor, discuss the product and have the card stamped. Once the card is completely filled out, attendees will be eligible for a prize drawing during the convention.

The Smile Card ensures attendee-exhibitor communication.

If I am unable to attend the convention, can I still get my name out there?

Yes, CBAA has remote vendor opportunities both passive and aggressive. Aggressive Remote Vendors must send in their Brochures by September 15, 2017 to be included in the attendee packets. Passive Remote Vendors must send their Brochures directly to Westgate Las Vegas Resort and Casino. 3000 Paradise Road, Las Vegas, NV 89109

Marketing literature will be displayed in our remote vendor area in the exhibit hall.



EXHIBITOR INFORMATION

EXHIBITOR FEES: \$550 — 1 TABLE | \$950 — 2 TABLES
Exhibitor Registration fee includes a 6' draped table and 2 chairs.

The exhibitor registration fee does not include meals. If you want to attend the social and food events, you must purchase a Meal Pass for \$165 for each person. Meal Passes allow entry to the Sunday evening reception, the Monday morning and afternoon refreshments, the Monday Keynote luncheon, the Monday evening dinner, Bocce Tournaments, the Tuesday morning refreshments and the Tuesday Keynote luncheon.

EXHIBITOR HOURS: Monday, October 2, 2017, 8am – 4pm and Tuesday, October 3, 2017, 8am - 3 pm

EXHIBITORS RECEIVE

- Tabletop Exhibit
- Recognition in all conference print material
- Website listing in Virtual Exhibit Hall for up to one month prior and one year after convention.

REGISTRATION INFORMATION

Complete the registration forms and submit them to the CBAA office on or before September 15th ,2017. CBAA 359 W Mission Blvd, Pomona, CA 91766 or fax: 888.390.8359 and you may pay through our website <https://www.cbaa.com/Payments.html>.

TENTATIVE CONVENTION SCHEDULE

SUNDAY, OCTOBER 1st, 2017

2:00 p.m. - 4:00 p.m.

5:00 p.m. - 7:00 p.m.

Registration

Welcome Reception

MONDAY, OCTOBER 2nd, 2017

8:00 a.m. – 5:00 p.m.

8:00 a.m. – 9:00 a.m.

9:00 a.m. – 10:00 a.m.

10:00 a.m. – 11:45 a.m.

12:00 p.m. – 1:30 p.m.

1:30 p.m. – 3:00 p.m.

3:00 p.m. - 3:15 p.m.

3:30 p.m. - 4:30 p.m.

6:30p.m. - 8:00 p.m.

8:00 p.m. – 10:30 p.m.

Registration / Exhibit Hall

Breakfast

General Meeting/ Election

Continuing Education

Luncheon –Keynote Speaker

Continuing Education

Refreshment Break/ Exhibitors hall

Industry Speaker

Dinner and Honorees

Bocce Ball Tournament

TUESDAY, OCTOBER 3rd, 2017

8:00 a.m. – 3:00 p.m.

8:00 a.m. – 9:00 a.m.

9:00 a.m. – 11:45 a.m.

12:00 a.m. – 1:30 p.m.

1:30 p.m. – 3:00 p.m.

Registration/Exhibit Hall

Breakfast

Continuing Education

Luncheon –Keynote Speaker

Continuing Education

Programs are subject to change without notice.

CBAA 2017 CONVENTION

EXHIBITOR REGISTRATION FORM

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CONTACT INFO

Company Name: _____ Contact Person: _____

Address: _____ City / State / Zip: _____

Phone Number: _____ Fax: _____

E-mail: _____

REMOTE VENDORS

Passive Marketing Table \$25.00 Active Marketing Distribution \$75.00

Active Remote Vendors must send marketing material to CBAA by September 15th, 2017.

Passive Remote Vendors must send marketing material directly to Westgate Las Vegas Resort & Casino, 3000 Paradise Road, Las Vegas NV 89109. Please label box: CBAA Convention - Passive Remote Vendor Material

EXHIBITORS q \$ 550 / 1 Table q \$ 950 / 2 Tables I n d i c a t e _____# of Meal Tickets @ \$165 each

COMPANY REPRESENTATIVES (FOR ID BADGES)

1. _____ 2. _____

ELECTRICAL NEEDS

We will need electrical power (\$50)

TERMS AND CONDITIONS

We agree to the terms and conditions of the Exhibitor Agreement.

Signature: _____

\$ _____ - TOTAL ENCLOSED (Include exhibitor, and meal tickets.) Check enclosed, payable to CBAA # _____ MasterCard VISA AMEX

Credit Card Number _____ Exp. Date _____

3-digit code from back of credit card or (4-digit on front of card if AMEX) _____

Name on Card _____ Billing Address ZIP CODE _____

EXHIBITOR AGREEMENT FORM:

Please sign and return with your registration.

Exhibit Set Up and Break Down

Exhibitors should set up their exhibits between 6-8 AM on Monday, October 2, 2017. The Exhibit Area will be open from 8 AM until 5:00 PM on Monday, October 2 and from 8 AM to 2:30 PM on Tuesday, October 3. Please do not set up or break down during these hours.

Exhibitors should break down their exhibits after 2:30 PM on Tuesday, October 3, 2017 (Please do not disrupt the other exhibitors by breaking down early.) The Exhibit Area will be adjacent to the meeting area of the convention. To encourage attendees to visit the Exhibit Area, all breaks (morning coffee, afternoon snacks, etc.) will be in the Exhibit Area.

Security

We will not have security in the exhibit area. Exhibitors should take all valuables to their rooms after the exhibit hours on Monday. Brochures and other materials can be stored under the exhibitor table over night at your own risk.

Outside Events / Hospitality Suites

As a courtesy to all exhibitors, hospitality suites hosted by exhibitors shall not be open and private parties shall not be permitted during the scheduled hours of the convention, CBAA meetings or other CBAA functions. Exhibitors scheduling private functions that are in conflict with official CBAA events will jeopardize their participation in future CBAA events. Exhibitors desirous of participating as an event sponsor should contact CBAA in order to make arrangements.

Terms and Conditions

1. Management reserves the right to alter or change the space assigned to the Exhibitor. Management further reserves the right, at its sole discretion to change the date or dates upon which the show is held, or to cancel the show, and shall not be liable for damages or otherwise by reason of any such change or cancellation, other than to refund in full any amounts paid by the Exhibitor to Management.
2. The Exhibitor shall not assign this contract or sublet the space or any part thereof or permit same to be used by any other person, without the prior written consent of Management. Any attempt to do so is null and void and will result in immediate cancellation of this contract, and the forfeiture of any amounts paid by the Exhibitor to Management.
3. The Exhibitor shall comply with all rules and regulations by Management for the show and agrees that Management's decision to adopt and enforce any such rule or regulation shall be final and binding.
4. The Exhibitor is responsible for compliance with all applicable laws, bylaws, ordinances, regulations, requirements, codes and standards, including those with respect to fire, safety, health and environmental matters and shall ensure that all equipment, materials and goods used by the Exhibitor so comply.
5. Exhibitor agrees to indemnify and hold harmless, California Bail Agents Association, Harrah's South Lake Tahoe from any and all judgments, orders, awards, costs and expenses, including attorney's fees, and also claims on account of damage to property or bodily injury (including death) which may be sustained by Exhibitor, Exhibitor's employees or third persons, arising out of or in connection with or resulting from said exhibition, provided, however, nothing contained herein shall be construed to require the Exhibitor to indemnify the above named representatives against liability for damages for (a) death or bodily injury to persons; (b) injury to property; (c) or any other loss, damage or expense arising under (a), (b), or (c) from the sole negligence or willful misconduct of the above named representatives.
6. This contract may be cancelled by either party provided written notice is received by September 20, 2017, in which case all monies paid by the Exhibitors will be refunded less an administration fee of \$75 per booth. If the Exhibitor cancels after such date, it will be responsible for the full contract price.
7. Management reserves the right at any time to alter or remove exhibits or any part thereof, including printed material, products, signs, lights or sound, and to expel exhibitors or their personnel if, in Management's opinion, their conduct or presentation is objectionable to Management or to other show participants.
8. Exhibitor's display must comply with all requirements of Management and of the owner of the building, including maximum height requirements. The Exhibitor must provide at least one, and not more than two, staff per booth/ marketplace, to maintain display during show hours. Only representatives from the company contracting for the booth rental will be attending the booth. Advertising material or signs of firms other than those who have engaged exhibit space are prohibited.
9. Exhibitors must limit displays to the dimensions of the 6-foot table to which they are assigned. Two chairs will be provided

10. All goods shipped to the show must be clearly marked with the name of the Exhibitor and the number of the display space, if known. Goods must not be shipped to the show for any shipping charges to be paid on arrival and any such goods will not be accepted by Management. Management assumes no responsibility for loss or damage to the Exhibitors goods or property either before, during or after the show. A representative of the exhibitor must be present during uncrating, installation and dismantling of his/her exhibit. At least one person should be in attendance inside the Exhibit Area throughout the show hours.
11. In consideration of the Exhibitor's participation in the show, the Exhibitor hereby releases Management, its directors, officers, agents and employees from any and all claims, losses, or damages whatsoever suffered or sustained by the Exhibitor in connection with its participation in the show, including, without limitation, any claims for loss or theft of property, personal injury, or loss of business or profits, whether arising from any act of Management or otherwise.
12. The Exhibitor agrees that no display may be dismantled or goods removed during the entire run of the show. The Exhibitor agrees to remove the exhibit, equipment and appurtenances from the show building by the final move-out time. In the event of failure to do so, the Exhibitor agrees to pay for such additional costs as may be incurred by Management.
13. The Exhibitor will comply with the rules and regulations of any unionized contractors, which may be selected by Management to service the exhibitors. Any dispute between the Exhibitor and any such contractor or union representative will be referred to Management for resolution, whose decision shall be final and binding on all parties.
14. Management reserves the right to cancel this contract and to withhold possession of the space or to expel the Exhibitor there from if the Exhibitor fails to comply with any terms and conditions of this contract or the show rules and regulation, in which case the Exhibitor shall forfeit as liquidated damages and not as a penalty all payments made pursuant to this contract, all without limiting Management's other rights and remedies at law under this contract as a result of such failure to comply.
15. Processing of payment by Management does not in itself constitute acceptance.
16. Management will not be bound by any verbal agreements, representations, or statements between CBAA, Sponsor, Exhibitors, or the Hotel staff. All agreements must be made in writing.
17. Information about audio-visual, internet services and electrical needs will be sent with confirmation materials to the sponsor upon receipt of application. All audio-visual, internet services and electrical requirements will be offered at an additional expense and must be paid before the first day of the Convention directly to the Westgate Las Vegas Resort & Casino . All audio-visual, internet services and electrical charges incurred by sponsor during the Convention will be billed to the supporting company to be paid in full upon receipt.

X _____
AUTHORIZED SIGNATURE

X _____
DATE

Complete the registration forms and submit them to the CBAA office on or before September 15th, 2017.
CBAA office address is: 359 W Mission Blvd, Pomona, CA 91766 OR fax to: 888.390.8359. You may pay through our website <https://.cbaa.com/Payments.html>. Please direct any questions to: **Anthony Armstrong, 310-549-3512, EXT 104.**