

The 27th Annual
**Children's Network
Conference**

September 18-19, 2013 • Ontario, California



Exhibitor Application





WELCOME! The Children's Network of San Bernardino County will present our 27th Annual Conference on September 18th and 19th, 2013 at the Ontario Convention Center. This conference consistently attracts professionals from fields such as education, healthcare, social work, law enforcement, safety, childcare, counseling, foster/kinship parents and foster youth.

EXHIBITOR PACKAGE - \$150

The Exhibitor Package is our most popular exhibiting option. It includes

- One (1) 8' ft table
- One (1) chair
- One (1) table skirt
- Continental breakfast for one (1) person per day
- Lunch for one (1) person per day

RESOURCE PACKAGE - \$50

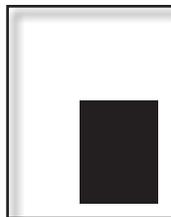
If you are looking for an economical and effective way to attract the attention of our attendees, the Resource Package is for you. It includes:

- One half (1/2) of an 8' ft table
- One (1) table top sign

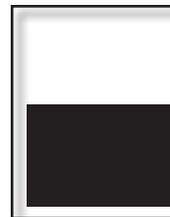
ADVERTISING

Want to spread the word about your goods and services? Program ads are the way to go! Each conference attendee and vendor receives a program with registration that will be used throughout the conference.

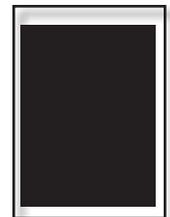
Quarter Page Ad
2.75 x 4.25
\$50



Half Page Ad
5.5 x 8.5
\$100



Full Page Ad
8.5 x 10.5
\$150



Sponsorship Opportunities

SIGNATURE SPONSOR \$10,000 or more

Includes 10 event tickets, logo/name on all promotional material, vendor table, reserved lunch table, and full page ad in conference program

GOLD SPONSOR \$2,500 or more

Includes 6 event tickets, logo/name on some promotional material, vendor table, and half-page ad in conference program

PLATINUM SPONSOR \$5,000 or more

Includes 8 event tickets, logo/name on some promotional material, vendor table, and full page ad in conference program

SILVER SPONSOR \$1,000 or more

Includes 4 event tickets, logo/name on some promotional material, vendor table, and quarter-page ad in conference program

If you are interested in sponsoring, please contact Kristy Loufek at (909) 383-9651



Exhibitor Application

I am interested in purchasing (check all that apply):

Exhibitor Table (Profit and Non-Profit) - \$150	\$
Resource Table (unstaffed) - \$50	\$
Advertisement in the Conference Program (1/4 Page = \$50, 1/2 Page = \$100, Full Page = \$150)	\$
Electricity (500 Watts) - \$88	\$
Total to be paid:	\$
PAYMENT IN FULL DUE BY SEPTEMBER 6, 2013	

Exhibitor Contact: _____

(Contact will receive Conference correspondence and information)

Booth Attendant: _____

(If different from Booth Contact)

Agency/Organization/Company Name: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Phone: (_____) _____ Fax: (_____) _____

E-Mail: _____

Describe Your Agency/Product: _____

Would You Like To Donate a Door Prize?: _____

Payment Method:

Check # _____ *(Payable to County of San Bernardino)*

Purchase Order *(An invoice will be sent)*

Credit Card (Visa Mastercard American Express)

Card Number: _____

Expiration Date: _____ Security Code: _____

Card Holder Name: _____

Card Billing Address: *Check if address is same as above*

City: _____ State: _____ Zip: _____

Signature: _____ Date: _____

Electricity & Internet Services

Any requests for electricity **MUST** be requested for and paid for by September 6, 2013. Electricity will not be available for purchase the day of event.

There will be **NO** Internet/Wi-Fi services available during the event.

Vegetarian Meal

Mail application to:

Children's Network
ATTN: Denise McKinney
825 E. Hospitality Ln., 2nd Fl.
San Bernardino, CA 92415-0049

Fax application to:

Children's Network
(909) 383-9688

Questions or Information:

Contact Denise McKinney
at (909) 383-9659

Exhibitors will receive a confirmation letter and information packet once application and payment has been processed.

I have read and agree to abide by all Children's Network Conference Exhibitor Rules and Regulations:

Signature: _____ Date: _____

Exhibitor Rules and Regulations for The 27th Annual Children's Network Conference

Contract for Space:

The Exhibitor Application must be completed in its entirety and accompanied by the appropriate payment for the number of booths requested. **No application will be processed or space assigned without application and payment.** Children's Network may, at its discretion, accept or reject any application for space.

Refund and Cancellation Policy:

Cancellations must be made in writing to Children's Network. Cancellations received on or prior to September 6, 2013 will result in Children's Network retaining a \$30 processing fee. No refunds will be granted after September 6, 2013.

Assignment of Space:

Booth assignments are made on a first-come, first served basis, and at the discretion of Children's Network. Payments must be made before assignment of space. Children's Network will attempt to assign requested spaces. Exhibitors must be aware that other requests may have been made for the same booth space. The decision of Children's Network, with respect to booth space, will be final and binding upon all exhibitors. Children's Network prohibits and enforces that exhibitors may not assign or sublet any part of their allotted exhibit space to another business or organization.

Use of Space:

Displays must be contained within the assigned booth spaces in such a way that they do not interfere with other exhibitors' displays. Canvassing, distributing advertising matter, or the posting of any advertising in any public place outside of the exhibitor's rented space is not permitted. All exhibits must conform to the display guidelines set out in this notice. Children's Network reserves the right to restrict any exhibit that might be considered undesirable or does not conform to these Terms and Conditions. Children's Network reserves the right to make any modifications to displays so that the exhibit conforms to the Terms and Conditions.

Installation, Removal, and Care of Displays:

Ontario Convention Center requires entrance and exit only through loading dock areas in the back of the Exhibit Hall when loading and unloading items! Carts, cases or boxes are **not allowed** through public entrance doors. All booths and displays must be ready for viewing by 7:30 a.m. on September 18th, 2013. Set-up will be on September 18th, from 6:00 a.m. – 7:30 a.m. Children's Network will begin its pre-opening inspection at this time. Children's Network reserves the right to reassign any unoccupied space at this time, irrespective of any application or payments received.

Break down and packing of displays may begin at 3:30p.m. on September 19th. The deadline for removal of all materials from the Exhibit Hall is 4:30p.m., and it is the sole responsibility of each exhibitor to have materials packed and cleared by the move-out deadline.

Exhibitors are not permitted to install any item or structure (signs, etc...) on the walls. No balloons or other helium-inflated items can be used in the Exhibit Hall. Absolutely no taping, tacking, or stapling anything on walls, floors, or ceilings. Duct tape is not allowed! If you have items (cords, etc...) that you would like to adhere to the floor, Gaffer's tape is required and can be provided by the Children's Network. **Electrical outlets will not be provided without prior request and prior payment.**

All materials within the exhibit booth area (including, but not limited to actual display unit, decorative items, etc...) must meet and comply with all national, local, and facility fire, electrical, plumbing, safety, and hazardous material codes. Any item or items that do not comply are subject to immediate correction/removal at Children's Network's discretion.

Booth Personnel:

Each exhibiting organization is entitled to **ONE** representative to man their booth space. Badges must be worn at all times. Booths **MUST** be staffed during all Exhibit Hall open hours.

Food Service:

Children's Network's agreement with the Ontario Convention Center prohibits any food or beverage from outside sources being brought into the exhibit booths. Registered booth personnel will attain a lunch ticket during morning check-in for each day, which will allow them to receive breakfast, lunch, beverages, and snacks throughout the conference. Anyone without a lunch ticket will not be served.