

Intervention, Treatment & Recovery

April 26-28, 2012

Sponsor Options

All sponsor options include:

- Special acknowledgement in conference marketing and on the CAADE website
- Logo in the conference program

Evening Reception Co-Sponsor \$500

Evening reception, April 26

Exhibit Hall Breaks Sponsor \$500

Coffee Breaks sponsor, April 26-28

Continental Breakfast Co-Sponsor \$500

Breakfast sponsor, April 27-28

One conference registration, including meals

President's Luncheon Co-Sponsor \$800

Luncheon sponsor, April 27

Opening Banquet Co-Sponsor \$1000

Evening Banquet, April 26

Two conference registrations, including meals

Additional Sponsorship Opportunities:

Would you or your organization like to contribute to the CAADE conference and be listed as a sponsor on our website? Contributions to CAADE are tax-deductible. Sponsorship dollars may be used for the following: speakers, breakfast, lunch, dinner, coffee/snack break, youth registration support, or door prizes for attendees.

Sponsorships of more than \$5,000 for the CAADE conference will receive placement on the CAADE website, two free registrations and meals for the 2012 conference, a full-page, full-color ad in the printed program, and a company banner prominently displayed at the venue.

Important Dates

- Sponsor, exhibitor and advertisement application due by Friday, April 6, 2012.
- Logo, advertisement, and/or graphic for printed materials due by Friday, April 6, 2012.
- Cancellation must be received by Friday, April 13, 2012.

*Acceptable file formats for logos and advertisements include EPS and high-resolution PDF, JPEG or TIF. Files should be saved in the native application/file format in which they were created, with no bleeds. Photos/images should be high-resolution and received in the file size you wish to have it printed, i.e., 600 dpi or higher for black and white, 300 dpi or higher for color/grayscale. Please do not send logos/photos/images from word processing software, presentation software or websites.

Exhibitor Options

Exhibitors

Space is limited. Sign up today. Spaces will be assigned based on value, needs and space availability.

Exhibit Space

Each exhibit space consists of one 6-foot skirted table. A printed sign (8.5" x 5.5") with your company's name will be located on your exhibit table. Display units, telephone service, wireless internet, banner, pipe and cloth booths, and other audiovisual equipment or wireless services for individual exhibits are not included in the exhibit fee. The number of attendants allowed may vary based on the package purchased. The basic exhibit price of \$500 includes one (1) attendant and meals.

All Table Top Exhibits Include:

- A 6-foot skirted table for Thursday, Friday, and Saturday (April 26-28)
- Unique opportunity to market your program to all conference attendees
- Two (2) chairs and a waste basket, general lighting and daily cleaning in the exhibit hall
- Logo in the conference program
- Special acknowledgement in all conference marketing and on the CAADE website

"Take One" Table Only	\$300	Options above only
Exhibitor Option 1	\$500	Options above + one conference registration including meals
Exhibitor Option 2	\$750	Options above + two conference registrations including meals

**President's Council Sponsors receive a table at no cost, if registered, as part of their generous tax deductible donation to CAADE. President's Council Members, please complete a registration form and note "President's Council" in the payment section in order to reserve a table at the conference in Palm Springs this year. For more information on how to join CAADE's President's Council, please contact Lori Phelps at caade@sbcglobal.net or visit the website at www.caade.org.*

Exhibit Hours

Set up will be available on April 26, 8:00 am - 4:00 pm. We recommend all exhibits be set up no later than 4:00 pm on April 26. Exhibits should be taken down no later than 2:00 pm on Saturday, April 28.

Door Prizes

We will be having drawings for participants each day of the conference and would like to invite exhibitors, sponsors or advertisers to contribute a door prize. Sponsoring organizations will be recognized during drawings. Please indicate your interest on the Application Form.

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- Cancellation must be received by Friday, April 13, 2012.
- Exhibitor move-in: April 26, 8:00 am - 4:00 pm.
- Exhibitor move-out: April 28 by 2:00 pm.

**Additional furniture, draping, accessories, and/or decorations are the sole responsibility of the exhibitor and should be ordered in advance with approval of the Committee. All booth equipment and accessories must follow the standards established by the Fire Marshall. Please contact CASAT regarding special needs at caadeconference@casat.org or 800-268-0356.*

Advertising

Printed Program Advertisements:

Rates available for advertisement in the conference program are listed below.

Type	Size	Rate
Business Card	3.5" w x 2" tall	\$100
1/4 Page	3.75" w x 5" tall	\$150
1/2 Page Horizontal	7.5" w x 5" tall	\$250
1/2 Page Vertical	3.75" w x 10" tall	\$250
Full Page Ad	7.5" w x 10" tall	\$350
Inside Front Cover	7.5" w x 10" tall	\$500
Inside Back Cover	7.5" w x 10" tall	\$400
Back Cover	7.5" w x 10" tall	\$450

Important Dates

- Sponsor, exhibitor and advertisement application due by Friday, April 6, 2012.
- Logo and advertisement are due by Friday, April 6, 2012.

Graphics

- Logo and advertisement must be received by Friday, April 6, 2012 in order for items to be in print, on website, other electronic materials, or placed on signs on location.
- Acceptable file formats for logos and advertisements include EPS high-resolution PDF, JPG or TIF. Files should be saved in the original application/file format, in which they were created, with no bleeds. Photos/ images should be high-resolution and received in the file size you wish to have it printed; i.e., 600 dpi or higher for black and white, 300 dpi or higher for color/grayscale. Please do not send logos/photos/ images from word processing software, presentation software or websites.

Information & Policies

General Information

If you have questions regarding participating as a sponsor, exhibitor or advertiser, contact: caadeconference@casat.org.

How to Register

Complete and save the registration form located on the last page of this packet. Print form and fax, e-mail or mail to CASAT with payment. Contact information is located on the form. Please do not e-mail credit card information. Your organization may provide credit card payment information via phone, fax or mail.

Lodging

Exhibitors are responsible for their own lodging, transportation and travel arrangements. For information regarding lodging/parking/transportation, please see the conference website at www.caade.org

Confirmation

Upon receipt of application and payment, a confirmation notification, including detailed information about set-up hours, where to ship materials, and other pertinent information will be sent to the e-mail address you provide on the registration form.

Important Dates

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- Logo, advertisement, and/or graphic or printed materials due by Friday, April 6, 2012.
- Cancellation must be received by Friday, April 13, 2012.
- Exhibitor move-in: April 26, 8:00 am - 4:00 pm.
- Exhibitor move-out: April 28 by 2:00 pm.

General Policies

- The conference organizer must receive official cancellation from the sponsor, exhibitor, or advertising organization by April 13, 2012 to provide a full refund. If the conference organizer is notified after the cancellation date, no refund will be provided.
- The Committee will not knowingly accept programs or publications that discriminate on the basis of ethnic group, race, religion, gender, sexual orientation, age and/or disability.
- The Committee reserves the right to bar or relocate any potential exhibitor or require the immediate withdrawal of any exhibit which it believes to be injurious to the purposes of the CAADE Conference.
- CAADE reserves the right, as necessary, to make modifications to the exhibit space to meet the needs of the Fire Marshall, exhibitors, or exhibit program.
- Assignment of space will be based on the date of receipt of application, as well as size and utility requirements. Assignment of space is final. Assignment space may be revoked or changed at any time if the minimum payment is not received. If the exhibitor's application is revoked or not accepted by CAADE, the exhibitor will be promptly refunded.
- Additional furniture, draping, accessories, and/or decorations are the sole responsibility of the exhibitor and should be approved in advance by CAADE. All booth equipment and accessories must follow the standards established by the Fire Marshall.
- It is the responsibility of the exhibitor to see that all materials are delivered to the venue as well as removed by the specified deadline.
- Exhibitors shall be liable for any damage that appears to property of the venue after occupancy by the vendor that was not previously in the condition before occupancy.

Registration & Payment



ORGANIZATION: _____

CONTACT PERSON: _____

Name of Primary Person Exhibiting (if applicable): _____

Name(s) of Additional Staff Exhibiting (if applicable): _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

TELEPHONE: _____ FAX: _____

EMAIL: _____ WEBSITE: _____

Sponsorship Level

- Exhibit Hall Breaks Sponsor \$500
- Evening Reception Co-Sponsor \$500
- Continental Breakfast Co-Sponsor \$500
- President's Luncheon Co-Sponsor \$800
- Opening Banquet Co-Sponsor \$1000

Exhibitors

- "Take One" Table Only \$300
- Exhibit + 1 person \$500
- Exhibit + 2 people \$750

Exhibitor Options

- Additional Attendant \$300
- Wireless Internet \$200
- Extra Table(s) # _____ \$200/table
- Electrical Outlet
- Our organization would like to donate a door prize.

Advertisement Size

- Business Card \$100
- 1/4 Page \$150
- 1/2 Page Horizontal \$250
- 1/2 Page Vertical \$250
- Full Page Ad \$350
- Inside Front Cover \$500
- Inside Back Cover \$400
- Back Cover \$450

CASAT Professional Graphic Services

- Business Card \$75
- 1/4 Page Ad \$100
- Half Page Ad \$125
- Full Page Ad \$150

Payment Information

Total \$ _____

- Purchase order enclosed
- Check payable to **Board of Regents**

Credit Card:

- Master Card
- American Express
- VISA
- Discover

Card No. _____

Security Code _____ Exp. Date _____

Name of Agency Representative (please print) _____

Signature of Representative _____

Position: _____ Date: _____

Submit this form by April 6, 2012 to:

CASAT Tax ID# 88-600024

University of Nevada, Reno | CASAT/ MS 279 | ATTN: CAADE Conference | Reno, Nevada | 89557

You may also e-mail the form to caadeconference@casat.org or send by fax: 775-784-1840.

