

## Tabletop Booth Sponsorships \$275 (member)/\$400 (non-member)

<input type="checkbox"/> <del>M-100 Essentials of Community Association Management</del> (contact about waiting list)	Thurs, Mar 21	8 am – noon, Natick, MA
<input type="checkbox"/> <b>M-204 Community Governance</b> (1 left)	Thurs, Apr 4	8 am – noon, Portland, ME
<input type="checkbox"/> <del>M-202 Association Communications</del> (contact about waiting list)	Fri, Jun 21	8 am – noon, Natick, MA
<input type="checkbox"/> <del>M-380 Litigation Training for Managers</del> (contact about waiting list)	Thurs, Jul 18	8 am – noon, Southbridge, MA
<input type="checkbox"/> <b>Condo Roundtable Forum</b>	Sat, Sept 28	8 am – noon, Chelmsford, MA
<input type="checkbox"/> <del>M-206 Financial Management</del> (contact about waiting list)	Thurs, Oct 24	8 am – noon, Natick, MA

**Total:**

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## Leadership Training Workshops for Community Association Volunteer Board Members

<input type="checkbox"/> <b>Sat, Mar 23, 8am-4pm – Natick, MA</b>		
<input type="checkbox"/> Tabletop Booth	\$275 (member)/\$400 (non-member)	
<input type="checkbox"/> Booth Game	\$75 (member)/\$100 (non-member)	
<input type="checkbox"/> Name Badge Sponsor	\$395 (member)/\$550 (non-member)	
<input type="checkbox"/> <b>Sat, Apr 6, 8am-4pm – Portland, ME</b>		
<input type="checkbox"/> Tabletop Booth (1 left)	\$275 (member)/\$400 (non-member)	
<input type="checkbox"/> Booth Game	\$75 (member)/\$100 (non-member)	
<input type="checkbox"/> Name Badge Sponsor	\$395 (member)/\$550 (non-member)	
<input type="checkbox"/> <b>Sat, May 4, 8am-4pm – Nashua, NH</b>		
<input type="checkbox"/> Tabletop Booth (1 left)	\$275 (member)/\$400 (non-member)	
<input type="checkbox"/> Booth Game	\$75 (member)/\$100 (non-member)	
<input type="checkbox"/> <del>Name Badge Sponsor</del>	<del>\$395 (member)/\$550 (non-member)</del>	

**Total:**

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## Condo Conferences & Expos

	<input type="checkbox"/> <b>Wed, Apr 10</b> Warwick, RI 8am-3pm	<input type="checkbox"/> <b>Sat, Sept 21</b> Portland, ME 8am-3pm	<input type="checkbox"/> <b>Thurs, Nov 7</b> Nashua, NH 8am-noon
Corporate Co-Sponsor <b>(2 sponsors)</b>	\$1495(member)/\$1650 (non-member)	<b>SOLD OUT</b>	<b>SOLD OUT</b> <input type="checkbox"/> (1 left)
Registration Sponsor <b>(2 sponsors)</b>	\$500 (member)/\$600 (non-member)	<input type="checkbox"/>	<input type="checkbox"/>
Food & Beverage Sponsor	\$300 (member)/\$375 (non-member)	<input type="checkbox"/>	<input type="checkbox"/>
Tabletop Booth	\$275 (member)/\$400 (non-member) (contact about waiting list)	<input type="checkbox"/> (8 left)	<input type="checkbox"/> (4 left)
Booth Game	\$75 (member)/\$100 (non-member) (contact about waiting list)	<input type="checkbox"/>	<input type="checkbox"/>

**Total:**

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**Sat, Oct 26, 9am-1:30pm – Burlington, MA**      **Contact CAINE at 781-237-9020 x11 or [jnelson@caine.org](mailto:jnelson@caine.org) for exhibit/sponsorship details.**  
(pricing differs from above)

Company Name: \_\_\_\_\_ Contact Name: \_\_\_\_\_  
 Street Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Authorization Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I understand this is a binding contract by authorization via mail, fax or electronic format, and that sponsorships are made on a first-come, first-served basis, and only reservations with non-refundable full payment will assure confirmed sponsorship reservations. We will abide by the rules and regulations as set forth by the hotel and the New England Chapter of CAI. Sponsor is responsible for the full amount if cancelled within two weeks of program date; 50% within two to six weeks prior to program date; no charge if more than six weeks prior to program date. In the event of default, the above company will be responsible for payment of attorney/collection fees and other expenses incurred in collection of the debt. All accounts payable within 30 days or prior to the program date; whichever comes first. Balances unpaid after 30 days are subject to a service charge of 1.5% per month. The person signing this agreement on behalf of Sponsor warrants that they are authorized to make agreements and to bind their principals to this agreement and agree to abide by the CAI-NE SPONSOR details and regulations made a part of this contract.

**PAYMENT OPTIONS:**  Check enclosed     Credit card:     Visa     MC     Disc     AMEX

Name on Card: \_\_\_\_\_  
 Card #: \_\_\_\_\_ Exp: \_\_\_\_\_ CVV: \_\_\_\_\_  
 Cardholder Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# CAI-NE SPONSOR Details and Regulations

**All fees for Sponsorships MUST be PAID IN FULL prior to the event in order to participate.**

## **Corporate Co-Sponsor**

- Tabletop
- Company Logo on Nametags
- Tote bag inserts - *sponsor must provide 100 inserts 1 week prior to event*
- Tote bags with Company logo(s)
- Company name on Food & Beverage Signage
- Booth Game – *Game and prize provided by CAI-NE*

## **Registration Sponsor**

- Company Logo on Registration Handouts
- Company Logo on Preprinted Notepads
- Tote bag inserts - *sponsor must provide 100 inserts 1 week prior to event*

## **Food & Beverage Sponsor**

- Signage on Food Buffets and Lunch Tables
- Tote bag inserts - *sponsor must provide 100 inserts 1 week prior to event*

## **Tabletop**

- ONE 6' Draped and/or Skirted Table is provided to display company materials, brochures, literature and giveaways (all subject to CAI-NE approval).
- ONE Exhibitor Pass\* Name Badge and chair provided for a single exhibitor at tabletop.  
*\*Additional Exhibitors are required to register as "Event Attendees" and pay registration fees due prior to or at the event.*
- ONE Tabletop Sign - sized 8 ½" x 11" in a Lucite frame with their company name will be provided by CAI-NE.
- Introduction to the Audience - each sponsor will be allowed a one minute overview of their company.
- THANK YOU Sponsor Sheet in Handout - The Sponsor's Company name will be listed as a program sponsor.

## **Booth Game**

- Sponsor will give attendees a raffle ticket for the chance to win a prize or gift card to be raffled off by sponsor at a designated time during the event.
- Raffle tickets, prize, and a bag for entries will be provided by CAI-NE.

## **ALL SPONSORS**

- Company Name & Website Link Listed in Promotional Emails (**Full Payment required prior to email blast to be listed.**)
- Contact info for attendees. (List in Excel format emailed after program.)

For Manager classes (M-100, etc.) information for attendees participating in CAINE raffle.

## **PLEASE NOTE**

- Company Tote Bag giveaways are not permitted except for Corporate Co-Sponsors' bags.
- Tabletop Exhibitors will not hang anything on facility walls, curtains or fixtures. Cost/repair from failure to observe this notice is payable by the Exhibitor.
- To ensure focus on the educational program and minimize student distraction, small props, exhibitor displays, banners, table drapers and/or small trade show units are permitted as long as they are confined to the 6' tabletop, unless restrictions are noted prior to the program or requested on site by program instructors and/or CAI-NE staff. Sponsor agrees to abide by all requests regarding display on the day of the program.
- Dates/location subject to change