



Career Colleges Ontario

Sponsor
and
Exhibitor
Package

CCO
Conference

June 14–16, 2017

Queen's Landing
155 Byron Street
Niagara-on-the-Lake,
ON L0S 1J0

CCO Annual Conference 2017

June 14, 15 and 16

Queen's Landing

155 Byron Street

Niagara-On-The-Lake, ON L0S 1J0

Exhibitor Information

Sign up early as tables sell out quickly!

- **Advertisement Preliminary Program Deadline: February 26, 2017**
- **Advertisement On-site Program Deadline: May 20, 2017**
- **Promotional Insert Deadline: June 1, 2017**

The 2017 conference exhibit hall consists of 21-6' covered and skirted tabletop spaces. The cost per exhibit space is \$995 for CCO affiliates and \$1200 for non-affiliated organizations (taxes included).

The following services shall be included in the exhibitor package:

- 1 – 6ft covered and skirted table.
- 2 chairs.
- Complimentary breakfast (2) and lunch (1).
- 1 complimentary dinner with the delegates on Thursday evening.
- 1 promotional insert per delegate bag (must be submitted by June 1, 2017).
- Complimentary wireless internet.

Not Included (The following services are optional, and all associated costs are at the discretion of the exhibitor):

- 1 electrical outlet (\$75 per day, available through Freeman)

Tables will be allocated in a first come, first serve process based on the date the registration is received.

Cancellation Policy

If an exhibitor withdraws from the event within 60 calendar days prior to the opening of the conference, CCO shall be entitled to retain 100% of the exhibitor's total registration obligation. For cancellation greater than 60 days prior to the event, CCO shall be entitled to retain 50% of the exhibitor's total registration obligation.

Exhibit Hours (May change without notice)

Day	Time
Wednesday	6:00 pm to 8:00 pm
Thursday	7:30 am to 5:30 pm
Friday	7:30 am to 12:00 pm

*Please refer to the program as it becomes available for breaks and lunches and other optimal times for networking.

Installation and Dismantling

Exhibits are to be **set up** between **1:00 pm and 5:00 pm, Wednesday, June 14th** and **dismantled** between **12:00 pm and 5:00 pm on Friday, June 16th**.

Registration

Online Registration:

http://careercollegesontario.ca/conference_sponsor_and_exhibitor

Exhibitors are required to submit the names of their representatives so that identification badges can be prepared in advance. These badges must be worn throughout the conference. Exhibitors and their representatives are invited and encouraged to attend the social program functions. For additional information regarding these events, please contact CCO.

All representatives attending the exhibit must be indicated at the time of registration.

One complimentary meal package (2 breakfasts, 1 lunch, Thursday dinner and breaks) is included with registration. Additional meal packages can be purchased at \$250 per representative.

Shipping Instructions

Please be aware that the hotel cannot accept delivery of booth materials prior to Tuesday, June 13, 2017. Shipping label will be sent to you prior to the conference.

You are responsible for all pickup and shipping arrangements from Queen's Landing after the conference.

Hotel Accommodation

Exhibitors who wish to reserve accommodation at Queen's Landing are requested to do so by contacting the hotel directly. CCO Conference room rates are \$219.00 per night.

Online Booking at <http://www.vintage-hotels.com/#bookNow>

Step One - Enter arrival and number of nights. Enter group code "**1822663**". Click "**Make Your Reservation**".

Step Two – Review accommodations. Click "**Show Rooms**" then "**Book Now**".

Step Three – Review. Click "**Register**".

Step Four – Once complete, click "**Register**".

Call in Procedure:

Call **1-888-669-5566**, provide the group name "**Career Colleges Ontario**".

Sponsor Opportunities

*Exhibit tables included in all sponsor packages.

Platinum Sponsor: \$5500

Choice of one to sponsor:

June 15, 2017 Delegates Dinner

Opening Keynote Speaker

Delegate Bags

Name Badges

Platinum level sponsorship includes all of the benefits of the Exhibitor Package, as well as:

- Permission to use logo "Proud Sponsor of CCO's Conference 2017".
- Complimentary affiliate of CCO for the 2017/2018 membership year (October 1, 2017 to September 30, 2018).
- Acknowledgement of sponsorship on all correspondence with delegates.
- 2 additional complimentary meal packages (2 breakfasts, 1 lunch, Thursday dinner and breaks) for staff representatives.
- Inclusion of 2 additional promotional items in the delegates' bags (due by June 1, 2017).
- Full page (5" w x 8" l, colour, 300 dpi, PDF) advertisement in preliminary program (due by February 30, 2017).
- Preliminary program mailed to over 550 career college campuses in Ontario.
- Full page (5" w x 8" l, colour, 300 dpi, PDF) advertisement in on-site program (due by May 22, 2017).
- Prominent logos/signage at conference.
- 10 slides on the event PowerPoint presentation.
- Logo with website link posted on CCO's website.

Gold Sponsor: \$4000

Choice of one to sponsor:

June 14, 2017 Opening Reception

June 15, 2017 Lunch

Gold level sponsorship includes all of the benefits of the Exhibit Package, as well as:

- Permission to use logo "Proud Sponsor of CCO's Conference 2017".
- Acknowledgement of sponsorship on all correspondence with delegates.
- A half page (5" w x 4" l, colour, 300 dpi, PDF) advertisement in preliminary program (due by February 30, 2017).
- Preliminary program mailed to over 550 career colleges in Ontario.
- A half page (5" w x 4" l, colour, 300 dpi, PDF) advertisement in on-site program (due by May 22, 2017).
- 2 additional complimentary meal packages (2 breakfasts, 1 lunch, Thursday dinner and breaks) for staff representatives.
- Logos/signage at conference.
- 8 slides on the event PowerPoint presentation.
- Inclusion of 2 additional promotional items in the delegates' bags (due by June 1, 2017).
- Logo with website link posted on CCO's website.

Silver Sponsor: \$3000

Choice of one to sponsor:

June 14, 2017 Hospitality Suite

June 15, 2017 Hospitality Suite

June 15, 2017 Breakfast Buffet

June 16, 2017 Breakfast Buffet

Silver level sponsorship includes all of the benefits of the Exhibitor Package, as well as:

- Permission to use logo "Proud sponsor of CCO's conference 2017".
- Acknowledgement of sponsorship on all correspondence with delegates.
- 1 additional complimentary meal package (2 breakfasts, 1 lunches, Thursday dinner and breaks) for staff representative.
- A banner (2" w x 8" l or 5" w x 2½" l, colour, 300 dpi, PDF) advertisement in preliminary program (due by February 30, 2017).
- Preliminary program mailed to over 550 career colleges in Ontario.
- A banner (2" w x 8" l or 5" w x 2½" l, 300 dpi, PDF) advertisement in the on-site program (due by May 22, 2017).
- Inclusion of 1 additional promotional item in the delegates' bags (due by June 1, 2017).
- Logos/signage at conference.
- 6 slides on the event PowerPoint presentation.
- Logo with website link posted on CCO's website.

Bronze Sponsor: \$2000

Choice of one to sponsor:

June 14, 2017 Morning Refreshment Break

June 15, 2017 Afternoon Refreshment Break

June 16, 2017 Morning Refreshment Break

Bronze level sponsorship includes all of the benefits of the Exhibitor Package, as well as:

- Permission to use logo "Proud sponsor of CCO's conference 2017".
- Acknowledgement of sponsorship on all correspondence with delegates.
- 1 additional complimentary meal package (2 breakfasts, 1 lunch, Thursday dinner and breaks) for staff representative.
- A business card (3½" w x 2" l, colour, 300 dpi, PDF) advertisement in preliminary program (due by February 30, 2017).
- Preliminary program mailed to over 550 career colleges in Ontario.
- A business card (3½" w x 2" l, colour, 300 dpi, PDF) advertisement in the on-site program (due by May 22, 2017).
- Inclusion of 1 additional promotional item in the delegates' bags (due by June 1, 2017).
- Logos/signage at conference.
- 2 slides on the event PowerPoint presentation.
- Logo with website link posted on CCO's website.

Other Sponsorship Opportunities

\$500 Level Sponsorship

Choice of one:

- A business card (3½" w x 2" l, colour, 300 dpi, PDF) page advertisement in the on-site program (due by May 22, 2017).
- Distribution of 1 piece of promotional material in all delegate bags (due by June 1, 2017).

Request for Prize Items

If you would like to donate a prize that will contribute to the conference passport draw, please notify April Chato at aprilchato@careercollegesontario.ca or call 519-752-2124 Ext. 113.

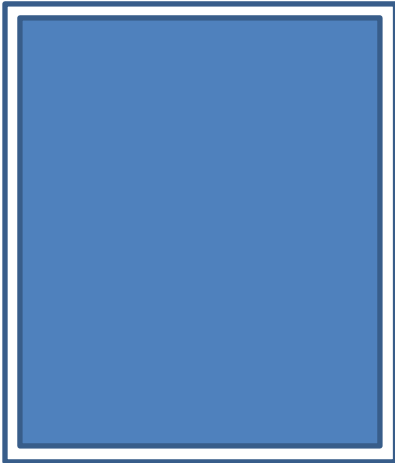
Ad Material Submission Info

All ads are in full colour.

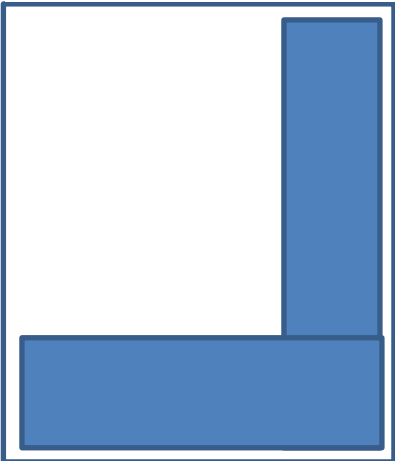
Production Requirements

- Preferred file format is a minimum 300 dpi PDF.
- Ads must be the correct dimension and shape.
- All fonts and images used must be included.

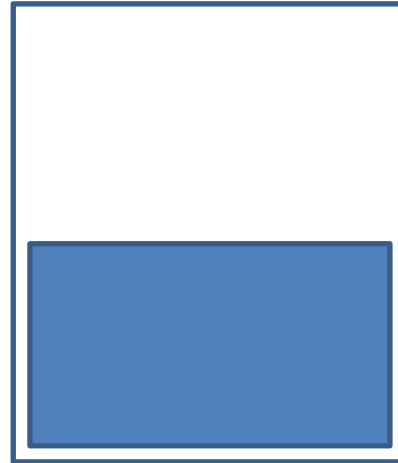
Full page - 5"w x 8"l



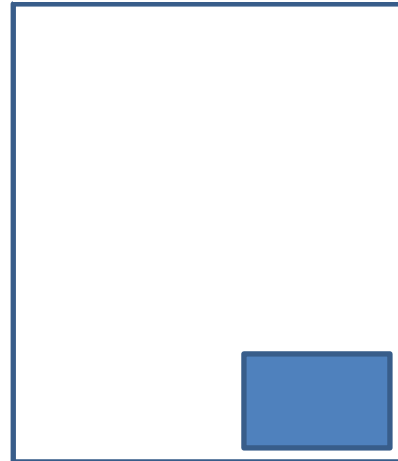
*Banner (vertical) - 2"w x 8"
or 5" x 2"l*



1/2 page - 5"w x 4"l



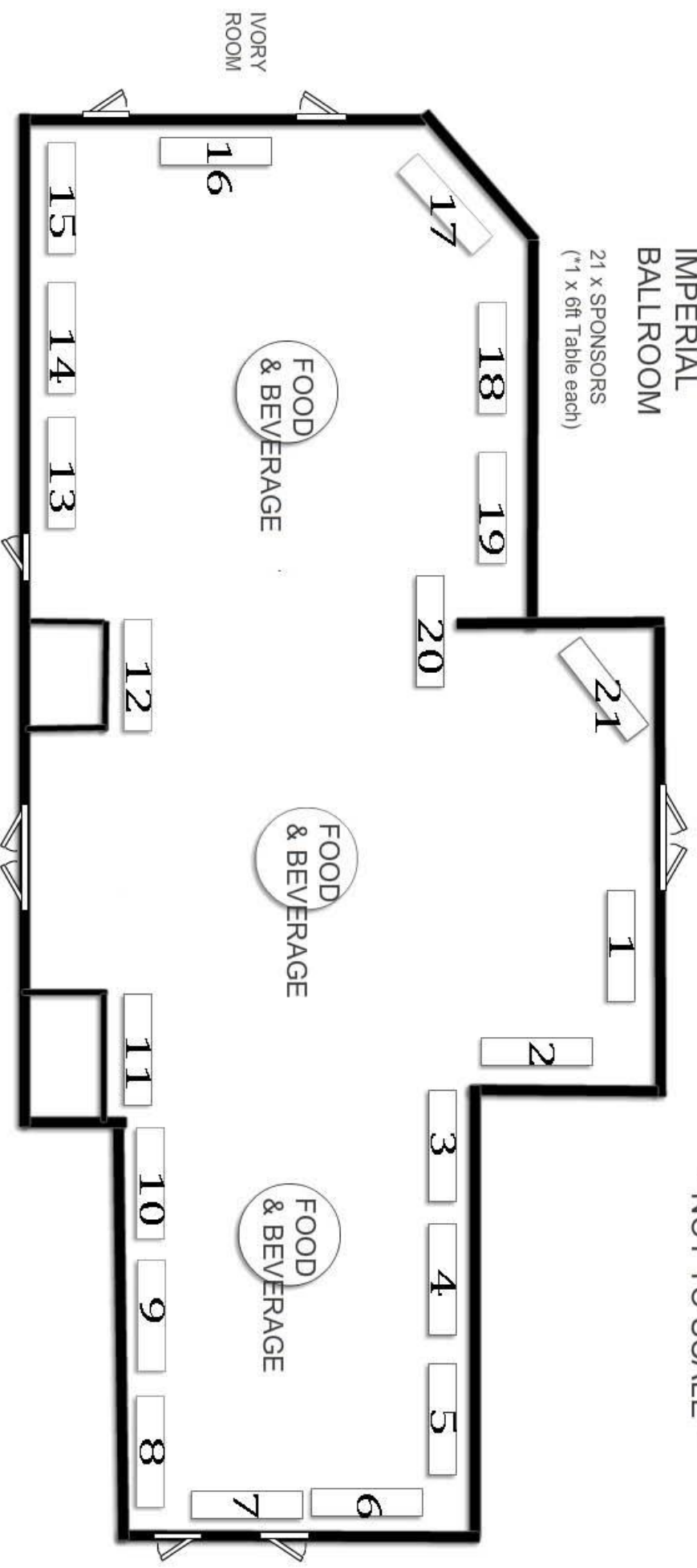
Business card - 3½"w x 2"l



IMPERIAL
BALLROOM

21 x SPONSORS
(*1 x 6ft Table each)

* NOT TO SCALE *



IVORY
ROOM

IMPERIAL
FOYER