



# Career Colleges Ontario

Sponsor  
and  
Exhibitor  
Package

## CCO Conference

May 29-30, 2019

Delta Hotels Toronto  
Airport & Conference  
Centre  
655 Dixon Road  
Toronto, ON  
M9W 1J3

# CCO Annual Conference 2019

**May 29-30, 2019**

**Delta Hotels Toronto Airport & Conference Centre**

**655 Dixon Road**

**Toronto, ON**

**M9W 1J3**

## Exhibitor Information

**Sign up early as tables sell out quickly!**

- **Advertisement On-site Program Deadline: May 3, 2019**
- **Promotional Insert Deadline: May 24, 2019**

The 2019 conference exhibit hall consists of 25-6' draped tabletop spaces. The cost per exhibit space is \$775 for CCO strategic partners, \$850 for CCO affiliates and \$1050 for non-affiliated organizations (taxes included).

The following shall be included in the exhibitor package:

- 1 – 6ft draped table.
- 1 chair.
- Complimentary breakfast and lunch.
- 1 complimentary dinner with the delegates on Thursday evening.
- 1 promotional insert per delegate bag (must be submitted by May 24, 2019).
- Complimentary wireless internet.

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

- Electrical outlet (per day fee, available through Stephen Everison, Freeman Audio Visual 416-677-6164, [stephen.everison@feeman.com](mailto:stephen.everison@feeman.com))

## 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 9:00 pm
Thursday	7:30 am to 5:30 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, May 29<sup>th</sup> and dismantled after the 3:00 pm afternoon nutritional break on Thursday, May 30<sup>th</sup>.

## **Registration**

### **Online Registration:**

<https://ccoconference.com/register>

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 encouraged to attend social functions throughout the conference. 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 (1 breakfast, 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 exhibit materials prior to Tuesday, May 28, 2019. A shipping label template will be sent to you prior to the conference.

Accompanying the Sponsor and Exhibitor Package is the Delta by Marriott Toronto Airport Hotel and Conference Centre "REGULATIONS FOR DISPLAYS & EXHIBITS", this document must be read and signed and returned to April Chato at [aprilchato@careercollegesontario.ca](mailto:aprilchato@careercollegesontario.ca) upon registration.

## **Hotel Accommodation**

Exhibitors who wish to reserve accommodation at Delta Hotels Toronto Airport & Conference Centre are requested to do so by contacting the hotel directly. The CCO Conference room rate is \$179.00 per night, plus 13% HST and 4% MAT (Municipal Accommodation Tax). There is a parking charge of \$18.00 per day, per car for overnight registered guest with in and out privileges.

### **Online Booking at:**

<https://ccoconference.com/register>

Step One - Enter arrival and number of nights. Click "**Check Availability**".

Step Two – Review accommodations. Click "**Select**".

Step Three – Complete personal information. Click "**Continue**".

Step Four – Complete payment information, click "**Register**".

### **Call in Procedure:**

Call 1-416-244-1711 or 1-800-668-3656, provide the group name "**Career Colleges Ontario**".

# Sponsor Opportunities

\*Exhibit tables included in all sponsor packages.

## **Platinum Sponsor: \$5500**

Choice of one to sponsor:

- May 30, 2019, Delegates Dinner
- Opening Keynote Speaker
- Delegate Bags
- Name Badges

\*Sponsor opportunities are awarded on a first-come-first-serve basis.

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 2019".
- Complimentary affiliate designation with CCO for the 2019/2020 membership year (October 1, 2019, to September 30, 2020).
- Acknowledgment of sponsorship on all correspondence with delegates.
- 2 additional complimentary meal packages (1 breakfast, 1 lunch, Thursday dinner, and breaks) for staff representatives.
- The inclusion of 2 additional promotional items in the delegate bags (due by May 24, 2019).
- Full page (5" w x 8" l, colour, 300 dpi, PDF) advertisement in the on-site program (due by May 3, 2019).
- Prominent logos/signage at the conference.
- 10 slides on the event PowerPoint presentation.
- Logo with website link posted on CCO's conference website.

## **Gold Sponsor: \$4000**

Choice of one to sponsor:

- May 29, 2019, Opening Reception
- May 30, 2019, Lunch

\*Sponsor opportunities are awarded on a first-come-first-serve basis.

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

- Permission to use logo "Proud Sponsor of CCO's Conference 2019".
- Acknowledgment of sponsorship on all correspondence with delegates.
- A half-page (5" w x 4" l, colour, 300 dpi, PDF) advertisement in the on-site program (due by May 3, 2019).
- 2 additional complimentary meal packages (1 breakfast, 1 lunch, Thursday dinner, and breaks) for staff representatives.
- Logos/signage at the conference.
- 8 slides on the event PowerPoint presentation.
- The inclusion of 2 additional promotional items in the delegate bags (due by May 24, 2019).
- Logo with website link posted on CCO's conference website.

## **Silver Sponsor: \$3000**

Choice of one to sponsor:

- May 29, 2019, Hospitality Suite
- May 30, 2019, Breakfast Buffet

\*Sponsor opportunities are awarded on a first-come-first-serve basis.

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 2019".
- Acknowledgment of sponsorship on all correspondence with delegates.
- 1 additional complimentary meal package (1 breakfast, 1 lunch, Thursday dinner, and breaks) for staff representative.
- 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 3, 2019).
- The inclusion of 1 additional promotional item in the delegate bags (due by May 24, 2019).
- Logos/signage at the conference.
- 6 slides on the event PowerPoint presentation.
- Logo with website link posted on CCO's conference website.

### **Bronze Sponsor: \$2000**

Choice of one to sponsor:

- May 30, 2019, Morning Refreshment Break
- May 30, 2019, Afternoon Refreshment Break

\*Sponsor opportunities are awarded on a first-come-first-serve basis.

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 2019".
- Acknowledgment of sponsorship on all correspondence with delegates.
- 1 additional complimentary meal package (1 breakfast, 1 lunch, Thursday dinner, and breaks) for staff representative.
- A business card (3½" w x 2" l, colour, 300 dpi, PDF) advertisement in the on-site program (due by May 3, 2019).
- The inclusion of 1 additional promotional item in the delegate bags (due by May 24, 2019).
- Logos/signage at the 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 3, 2019).
- Distribution of 1 piece of promotional material in all delegate bags (due by May 24, 2019).

### **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](mailto:aprilchato@careercollegesontario.ca) or call 519-752-2124 Ext. 113.

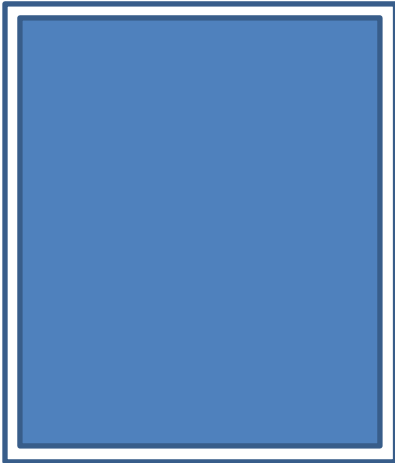
# Ad Material Submission Info

All ads are in full colour.

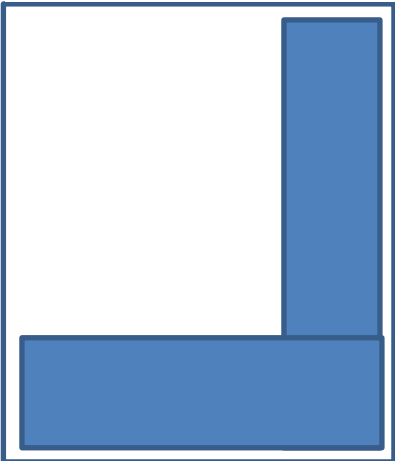
## Production Requirements

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

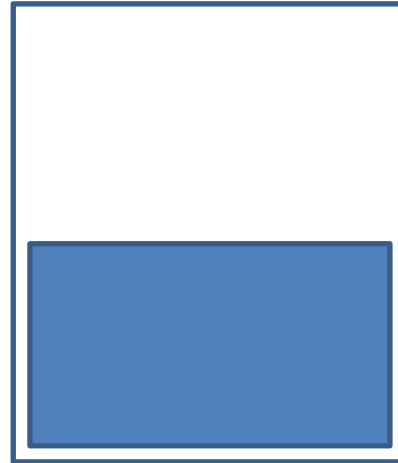
*Full page - 5"w x 8"l*



*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*

