



California Association for Bilingual Education

Engaging Learning
Communities
to **Strengthen Programs** for
English Learners

2011 ~ 2012 exhibitor registration

BAKERSFIELD

November 19, 2011

Bakersfield, California

PASADENA

December 8, 2011

Pasadena, California

LONG BEACH

April 5, 2012

Long Beach, California

RIVERSIDE

May 2, 2012

Riverside, California

www.bilingualeducation.org



2011-2012 Regional Conferences

Para-Educator/Educator/Parent Conference

CABE extends a personal invitation for you to join us as an exhibitor at our Regional Conferences. With your participation CABE seeks to familiarize conference attendees with quality materials and services available within the realm of second language education. Details are listed below, along with practices and procedures for exhibiting at our conferences. Exhibit space is limited, so, register early! We look forward to having your organization or business represented.

Commercial/Institutional Membership

CABE would like to encourage your institution, organization, or business to become an institutional CABE member. As an institutional or commercial member, you will be joining the largest network of multilingual advocates in California. Exhibitor members receive 15% discount on exhibitor registration fees for all regional and special conferences. (Discount does not apply to the Annual Conference.) Other benefits include:

- Subscription to Language Magazine. As an institutional member, you will receive five (5) copies of each issue, sent to your business address.
- Information Updates - Institutional Members receive information on current legislative and policy developments related to the field of bilingual education.
- Professional Development - CABE offers regional and special educational conferences and the opportunity to network with other professionals in your field of interest.
- Conference Discounts - Five (5) representatives of your institution may attend the CABE annual conference at the special member discount rate.
- CABE Membership Reception - CABE honors its members at its annual statewide conferences. Your institution may send two (2) representative to this reception as part of your institutional membership.
- CABE Publications - As an institutional member, you will receive one free copy of all new CABE books and other publications as well as member discounts on our entire list of publications.
- Mailing Lists - As an institutional member you will receive a 10% discount on list price when you purchase the annual conference registration list of pre-registered attendees.

Regional Conference Schedule

Bakersfield | November 19, 2011

Doubletree Bakersfield
3100 Camino Del Rio Ct. Bakersfield, CA 93308
Due Date: October 27, 2011

Pasadena | December 8, 2011

Sheraton Pasadena Hotel
303 E Cordova St. Pasadena, CA 91101
Due Date: November 15, 2011

Long Beach | April 5, 2012

Hyatt Regency Long Beach
200 South Pine Ave. Long Beach, CA 90802
Due Date: March 21, 2012

Riverside | May 2, 2012

Mission Inn Hotel & Spa
3649 Mission Inn Ave. Riverside, CA 92501
Due Date: April 10, 2012

ANNUAL CONFERENCE

CABE 2012

March 7-10, 2012
Sacramento Convention Center
1400 J Street, Sacramento CA 95814

For more information, contact CABE at
Tel: (626) 814-4441 Fax: (626) 814-4640
Email: info@bilingualeducation.org
Website: www.bilingualeducation.org
16033 E. San Bernardino Road, Covina, CA 91722



2011-2012 Conferences Exhibitor Application Form

FOR CONFERENCE USE ONLY	
ID No.:	_____
Date Recv'd:	_____
Check/P.O.:	_____
Amount: \$	_____
Other:	_____

Please complete Exhibitor Application Form and Return prior to due dates to:

CABE Regional Conferences Exhibits

16033 E. San Bernardino Road, Covina, CA 91722-3900 (626) 814-4441 Phone / (626) 814-4640 Fax

Educator/Para-Educator/Parent Conferences

Date	Location/Application	Member Price *Price per table	Amount Enclosed	Non-Member Price *Price per table	Amount Enclosed
<input type="checkbox"/> November 19, 2011	Bakersfield Due: October 27, 2011	x \$125*	= \$	x \$145*	= \$
<input type="checkbox"/> December 8, 2011	Pasadena Due: November 15, 2011	x \$125*	= \$	x \$145*	= \$
<input type="checkbox"/> April 5, 2012	Long Beach Due: March 21, 2012	x \$125*	= \$	x \$145*	= \$
<input type="checkbox"/> May 2, 2012	Riverside Due: April 10, 2012	x \$125*	= \$	x \$145*	= \$
<input type="checkbox"/> Sign up now for all three (4) Regional Conference Exhibits and SAVE \$75! Total fees must be made in one payment.		4 = \$425	= \$	4 = \$505	= \$

CABE 2012 March 7-10, 2012 Sacramento Convention Center

If you wish to receive an exhibitor brochure, please check here:

I am interested in becoming an Institutional/Commercial member.
Enclosed is my membership dues (due annually).

This is a: Commercial • \$750 Educational • \$500 Non-Profit Organization • \$500

Form of Payment

Check Money Order American Express Visa Mastercard
 P.O.# _____

Credit Card # Exp. Date Signature

Company Name Contact Person

Address City State Zip

Telephone Fax

In order for your application to be processed, payment must be submitted with this form. Retain a copy for your records. I read, understand, and agree to comply with the practices and procedures for CABE conferences.

Signature Date



California Association for Bilingual Education
 16033 E. San Bernardino Road
 Covina, CA 91722-3900

Non-Profit
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 COVINA, CA
 PERMIT NO. 369

2011~2012 exhibitor registration

Practices & Procedures

CONTRACT FOR SPACE: The receipt by CABE of your signed Exhibitor Application Form will constitute a contract for the right to use space. Exhibitor application must be on the enclosed official form and accompanied by payment in full in order to be honored. Application must be received with payment in full by due date(s) listed. Should any contingency prevent holding of the conference, CABE may retain such part of the exhibitor's rental as shall be required to recompense it for expenses incurred up to the time such contingency shall have occurred. If the schedule(s) change(s) due to unforeseen circumstances beyond our control, exhibitors who have applied for space will be notified as soon as possible. Prior to the conference, exhibitors will receive confirmation which will include set-up time, and any further details and updates.

CONFERENCE BADGE: Please type or print clearly the information requested on the application form. Information from this form will be used to print conference badge(s) for exhibit representative(s).

PAYMENT REQUIREMENTS: Registration will not be processed unless it is accompanied with payment for the total amount. Make checks payable to CABE. Purchase orders should be used only when absolutely necessary and require payment within 30 days. Requisition forms will not be accepted. A \$15 charge will be assessed on all returned checks.

SET-UP TIME: Set-up will be scheduled for the most appropriate time depending on the schedule of the facility. A confirmation letter depicting these times will be mailed prior to the conference.

FAILURE TO OCCUPY SPACE: Any space not occupied by 8:00 a.m. the day of the conference(s) will be forfeited by the exhibitor, and the space may be resold, reassigned, or used by CABE without refund of rental space, unless arrangements for delayed occupancy have been made and approved by CABE.

TABLE ASSIGNMENT: To the degree the facility permits, the exhibit area will be placed where it is predicated to have maximum traffic visibility. The locations of the tables are relatively the same in terms of exposure. Tables range in size between six to eight feet by two and one-half feet to three feet according to what is available through the facility.

CANCELLATIONS: Refunds for cancellations can be given if notification is received at least two weeks prior to the Conference, with a 20% processing fee retained.

DISMANTLING: Exhibitors are asked not to begin dismantling activities until the Exhibit Area closes, which is one-half hour after the conference activities end. Exhibits generally close at 3:30 p.m. unless otherwise stated.

SPACE RESTRICTIONS: Exhibitor's displays may not interfere with other displays or aisle ways and need to be contained on and/or within a reasonable area behind the table(s) rented.

FIRE PRECAUTIONS: The exhibitor agrees to accept full responsibility for compliance with city regulations under the Fire Code of the City in which the conference is being held.

LIABILITY: It is agreed that the exhibitors with their agents and representatives are independent contractors and shall assume all responsibility for any loss, damage or injury that they shall have or cause and that they shall indemnify and hold harmless. CABE, the conference facilities, city of location, co-sponsors, or serving agents from all liability for their materials. CABE and any cooperating agent can not assume responsibility for losses or damages. **Exhibitors are required to carry liability insurance.** CABE shall not be financially obligated or otherwise committed in the event of the meeting being canceled or deferred due to strikes, fires, casualties, acts of God, or causes beyond its control.

SALES POLICY (PURPOSE OF EXHIBITS): The purpose of the exhibits is to educate the attendees at the conference, not for the sale of books or materials. However, the facilities will permit organizations/business with the appropriate business licenses to sell books or materials on its premises.

AMENDMENTS: Any point requiring decisions relative to the exhibits, if not specifically covered in writing, is subject to determination by CABE. CABE shall have sole authority to interpret and enforce all practices and procedures contained herein: to make any amendments thereto, to make sure further practices and procedures shall be necessary for the orderly conduct of the conference. The Chief Executive Officer or his/her designee reserves the right to reject or restrict any exhibit which may be objectionable.

RULES AND REGULATIONS OF THE FACILITY: If the conference facility carries rules and regulations applicable to exhibitors, they will be seen as an addition to the above. Should any of the Rules and Regulations of the facility conflict with those of CABE, those of the facility shall supersede.