

CALIFORNIA ASSOCIATION OF CLERKS & ELECTION OFFICIALS
EXHIBITOR CONFERENCE INFORMATION – ORANGE COUNTY
NEWPORT BEACH MARRIOTT HOTEL & SPA
Please accept this as your invitation to attend the 106th Annual CACEO Conference

DATES TO NOTE:

>> Conference Dates	July 15-18, 2014
>> Registration and check due to ensure space	June 23, 2014
>> Hotel deadline for group rate	June 23, 2014
>> Last day to cancel for refund, minus \$100	June 23, 2014
>> \$100 Late Fee added for Registration received after	June 27, 2014
>> Setup 12:00-2:00 Newport Coast Foyer	Tuesday, July 15 th
>> Breakdown after 3:30 p.m. Break	Thursday, July 17 th

EXHIBITOR INFORMATION:

The conference will be attended by the principal County Clerks and Election Administrators from each County in California offering you a unique opportunity to display your products to the decision makers. Tuesday after the Welcome Reception, Wednesday evening and Thursday lunch hour are good times to consider a company function for conference attendees.

Your registration fee includes continental breakfasts and Association luncheon Wednesday for two company individuals and an invitation, *by separate registration*, to attend the Association President's Dinner, Dance and Installation of Officers Thursday night. Display space consists of one draped table with 2 chairs, no pipe and drape enclosures. All tables will be **provided standard electric power**. Any special requirements such as power other than standard, monitors, internet access, etc., should be requested directly with the hotel by contacting Brandon Norby @ 949-729-6903; Brandon.Norby@marriott.com. Complete the enclosed Exhibitor Audio Visual Order Form and Credit Card Authorization Form and return to hotel as necessary.

RESERVATIONS:

The Newport Beach Marriott Hotel & Spa will host this conference. Group room rates are \$159 for single/double. Reservations can be made online at: <https://resweb.passkey.com/go/caceo2014>; or by calling 1-800-228-9290 or 1-949-640-4000. Be sure to reference CACEO 2014 Annual Conference. Reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. Group rates offered 3 days pre/post conference, subject to availability. Complimentary wired or wireless Internet included.

SHIPPING:

Please arrange your shipments to arrive at the hotel no earlier than three working days prior to the conference.

Ship to: Newport Beach Marriott Hotel & Spa
900 Newport Center Drive
CACEO Conference/Exhibitor
Exhibitor Name
Newport Beach, CA 92660

HANDLING FEES FOR INCOMING and OUTGOING SHIPMENTS: Fees based on size & weight, run from \$5 to \$100 per box/crate/pallet.

SECURITY:

Security of the Exhibit area will be provided Tuesday and Wednesday nights and during lunch hour Wednesday. Security **will not** be provided during lunch hour Thursday.

EXHIBITOR RECEPTIONS/HOSPITALITY SUITES, ETC:

To make arrangements please contact Brandon Norby, Event Manager at 949-729-6903 or Brandon.Norby@marriott.com. There are several "Cove" rooms (i.e. Emerald Cove, Coral Cove, Treasure Cove, etc.) available on the third floor; some with patios/balconies, as well as, a few small (non-sleeping) hospitality suites. Visit www.newportbeach-marriott.com/meetings to see floor plans and layout.

DRAWINGS: There will be a bingo type activity encouraging attendees to visit all displaying Exhibitors throughout the conference. Please provide a token gift (\$20 or less) for the give away drawing. This is not to replace any Exhibitor door prize drawings that you may have planned. As usual, Exhibitor door prize drawings will be during the Thursday afternoon break, just prior to tear down.

PARKING: Discounted self-parking available at \$10 per day with in-n-out privileges. Valet parking is \$30 per day.