

***Please join us for the***

**CALIFORNIA ASSOCIATION OF CLERKS & ELECTION OFFICIALS**  
New Law Workshop & Seminar  
CONFERENCE INFORMATION

**DATES TO NOTE:**

- |  |                              |
|--|------------------------------|
| → Conference Dates   | December 14-16, 2016         |
| → Registration and check due<br>To ensure space                        | <b>November 21, 2016</b>     |
| → Hotel deadline for group rate  | November 21, 2016            |
| → Last day to cancel & receive refund,<br>(Minus \$100 for processing) | November 21, 2016            |
| → Setup 1:00- 3:00 P.M.  | Wednesday, December 14, 2016 |
| → Breakdown after 4 P.M.   | Thursday, December 15, 2016  |

**EXHIBITOR INFORMATION:**

Each exhibitor will be provided one draped table in an eight linear foot space, no pipe and drape enclosure. All tables will be provided standard electric hookup as requested. Contact the hotel directly by calling Becky Wolfe in Sales at (916) 321-3530 for any special requirements such as additional power, monitors, and small screens as overhead projection on walls is prohibited.

**RESERVATIONS:**

The Hyatt Regency Hotel Sacramento will host this workshop. Room rates are \$158.00 single or double occupancy. Reservations can be made by calling 888-421-1442 (reference CACEO) or online at: <https://resweb.passkey.com/go/2016CCA7>.

**USER GROUPS/HOSPITALITY SUITES:**

Requests for user group, hospitality suites, receptions, etc. should be made directly through the Sales Department; Becky Wolfe; [becky.wolfe@hyatt.com](mailto:becky.wolfe@hyatt.com); 916-321-3530, for group rate information.

In an attempt to give you more quality time to reach your target audience, Election officials, we have allocated time on the agenda for you. Thursday, December 15<sup>th</sup> 3:30-5 pm has been set aside for Election Exhibitors to schedule events of their choosing; i.e. user groups, demonstrations, receptions, etc. This would be a valuable way of showcasing your firm. If you wish to participate, contact Becky Wolfe, Hyatt Sales at 916-321-3530 or [becky.wolfe@hyatt.com](mailto:becky.wolfe@hyatt.com). A limited number of separate meeting spaces are available but they tend to go quickly.

**SHIPPING:**

You may ship your equipment to arrive no more than two days prior to conference to:

XXX Your Name and Company Name  
Exhibitor for CACEO  
C/O Becky Wolfe, Sales Manager  
1209 L Street  
Sacramento, California 95814

**SECURITY:**

Security will be provided overnight Wednesday.

**QUESTIONS:**

Chrissi Keller  
Conference Coordinator  
(360) 652-8553; FAX (360) 652-8625  
Cell (425) 268-7935  
Email: [cckeller52@gmail.com](mailto:cckeller52@gmail.com)