

Please join us for the

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

DATES TO NOTE:

- | | |
|--|------------------------------|
| → Conference Dates | December 13-15, 2017 |
| → Registration and check due
To ensure space | November 20,, 2017 |
| → Hotel deadline for group rate | November 20, 2017 |
| → Last day to cancel & receive refund,
(Minus \$100 for processing) | November 20, 2017 |
| → Setup 12:00- 2:00 P.M. | Wednesday, December 13, 2017 |
| → Breakdown after 4 P.M. | Thursday, December 14, 2017 |

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 \$159.00 single or double occupancy. Reservations can be made by calling 888-421-1442 (reference CACEO) or online at: <https://resweb.passkey.com/go/CC99>

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; 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 14th 4:30- 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. A limited number of separate meeting spaces are available but they tend to go quickly. Notify Chrissi Keller if you would like your event posted in the final agenda.

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