

COUNTY RECORDERS' ASSOCIATION OF CALIFORNIA
and
CALIFORNIA ASSOCIATION OF CLERKS & ELECTION OFFICIALS
Joint New Law Workshop & Seminar
CONFERENCE INFORMATION

DATES TO NOTE:

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| → Conference Dates | December 10, 11, 12, 13, 2013 |
| → Registration and check due
To ensure space | November 15, 2013 |
| → Hotel deadline for group rate | November 15, 2013 |
| → Last day to cancel in order to receive
Refund, minus \$100 | November 15, 2013 |
| → Setup noon – 2:00 P.M. | Wednesday, December 11, 2013 |
| → Breakdown after 4 P.M. | Thursday, December 12, 2013 |

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. Contact the hotel directly by calling Julie Neberman in Sales at (916) 321-3525 for any special requirements such as additional power, monitors, internet connections, and small screens as overhead projection on walls is prohibited.

RESERVATIONS:

The Hyatt Regency Hotel will host this workshop. Room rates are \$158.00 single or double occupancy. Reservations can be made online at: <https://resweb.passkey.com/go/2013ELEC> ; or by calling 888-421-1442. Requests for hospitality suites should also be made directly to the Sales Department for group rate information.

SHIPPING:

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

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

SECURITY:

Security will be provided overnight Wednesday and during lunch break Thursday.

DRAWINGS:

There will be an Exhibitor Frame Game played throughout the conference with drawings during Wednesday & Thursday breaks. Please provide a token gift (\$20 or less) for the game give away. This is in addition to any Exhibitor door prize type drawing you might have planned. As usual, the door prize drawings will be during the Thursday afternoon break just prior to tear down.

QUESTIONS:

Chrissi Keller
Conference Coordinator
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