Exhibitor Benefits

CPA is strengthening the exhibitor experience by adding the following new exhibitor benefits as well as offering a bundle discount for exhibitors who commit to exhibiting at both the 2020 Spring and Fall Meetings before April 10. As always, the Spring Meeting Exhibit Session will be held in a highly visible location. There will be heavy promotion of the exhibit hall to increase the exposure of your company to all meeting attendees.

**New benefits**

- Hot breakfast served in the exhibit hall both Monday and Tuesday
- More promotion of exhibitors to attendees via social media and newsletter
- Bundle discount for exhibiting at both Spring & Fall Meeting

Dates and Times

<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Set-Up</td>
<td>Sunday, April 26</td>
<td>3:00PM – 5:30PM</td>
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<td><strong>Exhibit Hall Hours:</strong></td>
<td>Monday, April 27</td>
<td>7:30AM – 4:30PM</td>
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<td><strong>Dedicated hours during Breakfast, Breaks and Exhibit Hall Reception from 3:30pm – 4:30pm</strong></td>
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<td>Tuesday, April 28</td>
<td>8:00AM – 3:00PM</td>
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<td></td>
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<td>(Dedicated hours during Breakfast and Exhibit Hall Break)</td>
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<tr>
<td>Tear-Down</td>
<td>Tuesday, April 28</td>
<td>3:00PM – 5:00PM</td>
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Exhibitor Fees* (includes 6-foot draped exhibit table only. All fees in USD.)

- **Spring Meeting only:** $2,000
- **Bundle Discount Rate** (includes tabletop exhibit for both Spring and Fall Meeting. Savings of $500. This rate is valid through April 10): $3,500
- **New Member Discount** (available members who joined after September 2019): $1,000

*Exhibitor fee does not include meeting registration for company representatives. Company representatives must also register as an attendee for the meeting separately.*

Location

- The Exhibit Session will be held in a central location to all hotel meetings and events.
- Placement will be determined by random drawing of all participants.
- Each participant will be given a 6’ x 2½’ skirted table.
Shipping**

- Exhibit material should be sent to the following address to arrive no earlier than April 17.
  
  CPA Spring Meeting (4/26-28)
  "Exhibitor Name"
  Laguna Cliffs Marriot Resort & Spa
  25135 Park Lantern
  Dana Point, CA 92629

  **Hotel handling fees for incoming shipments are as follows: Packages $15, Exhibit cases $25 and Pallets $75.

Exhibit Session Rules

- Participants must be registered to attend the 2020 Spring Meeting and stay at the meeting hotel.
- All exhibit fees must be paid in full prior to April 10.
- Exhibits should be educational in nature. Materials which may be exhibited include company literature, brochures, business cards, poster and tabletop pop-up displays which can fit on a standard 6’ x 2½’ table.
- All exhibits are **unmanned** and should be designed accordingly.
- All materials are the responsibility of the exhibitor. The Exhibit Session will be held in a public, unsecured area. Valuables should not be left unattended.
- Electricity will not be provided for the exhibits. Electronic devices or any other audio/visual devices will not be guaranteed access to a wall plug for electricity.
- Exhibitors are responsible for return shipments. All materials not removed by the exhibitor during tear down will be disposed of at the exhibitor’s expense.
- All cancellations after April 10 will be subject to a $50 administrative fee.
2020 Exhibit Session Reservation Form

Contact Name:

On-Site Representative:

Company:

Street Address:

City:                      State/Prov:    Zip/Postal code:

Web:                      Ph:                 Email:

Company description for meeting program (max 25 words): Email to awoodward@cpamail.org

Companies you don’t want to be near (space constraints may limit location preference):

FEES (USD)

☐ $2,000 USD – Spring Meeting only
☐ $1,000 USD – New Member Discount (available to new members who joined after Sept 2019)
☐ $3,500 USD – Bundle Discount Rate (represents a $500 discount on the total exhibit fees for both the Spring and Fall Meeting exhibit hall. This rate is valid through April 10.)

PAYMENTS (USD)

Credit Cards: Email this form to Amy Woodward at awoodward@cpamail.org and call her with your credit card information at 703.724.1128 ext. 237. *Amex/MasterCard/Visa accepted.*

Check: Email this form to Amy Woodward at awoodward@cpamail.org and mail payment to the address below. (Invoice available upon request)

Composite Panel Association
19465 Deerfield Ave #306
Leesburg, VA 20176

Questions: Amy Woodward at (703) 724-1128 ext. 237