

**CALIFORNIA ASSOCIATION OF CLERKS & ELECTION OFFICIALS
EXHIBITOR CONFERENCE INFORMATION
CROWNE PLAZA REDONDO BEACH**

Please accept this as your invitation to attend the 108th Annual CACEO Conference

DATES TO NOTE:

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| >> Conference Dates | July 12-15, 2016 |
| >> Registration and check due to ensure space | June 17, 2016 |
| >> Hotel deadline for group rate | June 17, 2016 |
| >> Last day to cancel for refund, minus \$100 | June 19, 2016 |
| >> \$100 Late Fee added for Registration received after | June 24, 2016 |
| >> Setup 12:00-2:00 Seascape Ballroom | Tuesday, July 12 th |
| >> Breakdown after 3:30 p.m. Break | Thursday, July 14 th |

EXHIBITOR INFORMATION:

The conference theme is "Good Vibrations" hosted and planned by Los Angeles County. 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 evening 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 Banquet, Installation of Officers and After Party 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, internet access, monitors, etc., should be requested directly with the hotel by contacting Josie Nickelberry @ 310-318-7711; josie.nickelberry@ihg.com. Complete the enclosed Exhibitor Audio Visual Order and Credit Card Authorization Form and return to hotel as necessary.

RESERVATIONS: The Crowne Plaza Redondo Beach and Marina will host the 108th Annual Conference. The hotel is located at 300 N. Harbor Drive, Redondo Beach, CA 90277. Redondo Beach is one of the most picturesque and safe beach cities on the West Coast. It is the epitome of what people imagine Southern California fun-in-the-sun lifestyle to be. Recreational opportunities include Trump National Golf Club and Los Verdes Golf Club, offering challenging play plus a panoramic view of the ocean from every tee. Courtesy hotel shuttle to Del Amo Fashion Mall and South Bay Galleria, plus many historic and renowned sites of Los Angeles, Beverly Hills and Hollywood within easy reach. The hotel is just seven miles from LAX. Our **group rate is \$159** per night for single/double. Group rates are offered 3 days pre/post conference, subject to availability.

On-line link: http://www.ihg.com/crowneplaza/hotels/us/en/redondo-beach/redcp/hoteldetail?qAdlt=1&qBrs=6c.hi.ex.rs.ic.cp.in.sb.cw.cv.ul.vn&qChld=0&qFRA=1&qGRM=0&qGrpCd=CEO&qIta=99801505&qPSt=0&qRRSrt=rt&qRef=df&qRms=1&qRpn=1&qRpp=12&qSHp=1&qSmP=3&qSrt=sBR&qWch=0&srb_u=1&icdv=99801505; Enter information such as check-in date, Check-out date, # of Adults, # of room etc. Click View Rates (group code CEO) The room block CACEO 108th Annual Conference will appear and from there you can proceed to make your reservation.

Phone Reservation at 310-318-8888 or 800-368-9760; Ask for the rate by name, CACEO 108th Annual Conference or group code "**CEO**"; proceed to make your reservation. Reservations must be accompanied by a first night room deposit or guaranteed with a major credit card.

SHIPPING: Please arrange your shipments to arrive at the hotel no earlier than three working days prior to the conference. **Ship to:** Crowne Plaza Redondo Beach & Marina Hotel, CACEO Annual Conference,
300 North Harbor Drive, Redondo Beach, CA 90277
Attn: Your Name & Company name

HANDLING FEES FOR INCOMING and OUTGOING SHIPMENTS: \$5/box up to 25 lbs., \$25 for 25+ lbs. or \$100 cases, trunks, crates. All large deliveries must be coordinated with hotel personnel prior to conference. The same will apply for outgoing boxes plus any shipping fees. Return shipping labels not available; please provide your own with billing account information. See attached for further details.

SECURITY: Security of the Exhibit area will be provided Tuesday and Wednesday nights.

EXHIBITOR RECEPTIONS/HOSPITALITY SUITES, ETC: To make arrangements please contact Josie Nickelberry, Crowne Meetings Director, 310-318-7711 or josie.nickelberry@ihg.com.

DRAWINGS: There will be an activity to encourage attendees to visit all displaying Exhibitors throughout the conference. Please provide a token gift (\$25 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: Self-parking is \$15 per night for registered guests with in and out privileges. Valet Parking is available at \$27.

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