



Professional Development For Parents and
Para-Educators of K-12th Grade English Learners

2015 - 2016
School Year

CALIFORNIA ASSOCIATION FOR BILINGUAL EDUCATION

*A Vision for Biliteracy & Educational
Excellence for English Learners*

2015 - 2016

exhibitor registration

CALIFORNIA REGIONAL ONE DAY CONFERENCES
FOR PARENTS & PARA-EDUCATORS

PLUS INTENSIVE INSTITUTES FOR TEACHERS AND ADMINISTRATORS

BAKERSFIELD
OCTOBER 29, 2015
BAKERSFIELD, CA

STOCKTON
NOVEMBER 19, 2015
STOCKTON, CA

ANAHEIM
APRIL 27, 2016
ANAHEIM, CA

RIVERSIDE
MAY 17, 2016
RIVERSIDE, CA

WWW.BILINGUALEDUCATION.ORG

PARENT & PARA-EDUCATOR CONFERENCE

CABE extends a personal invitation for you to join us as an exhibitor at our Regional Conferences. With your participation CABE seeks to familiarize conference attendees with quality materials and services available within the realm of second language education. Details are listed below, along with practices and procedures for exhibiting at our conferences. Exhibit space is limited, so, register early! We look forward to having your organization or business represented.



COMMERCIAL/INSTITUTIONAL MEMBERSHIP

CABE would like to encourage your institution, organization, or business to become an institutional CABE member. As an institutional or commercial member, you will be joining the largest network of multilingual advocates in California. Exhibitor members receive 15% discount on exhibitor registration fees for all regional and special conferences. (Discount does not apply to the Annual Conference.)

Other benefits include:

- Subscription to Language Magazine. As an institutional member, you will receive five (5) copies of each issue, sent to your business address.
- Information Updates - Institutional Members receive information on current legislative and policy developments related to the field of bilingual education.
- Professional Development - CABE offers regional and special educational conferences and the opportunity to network with other professionals in your field of interest.
- Conference Discounts - Five (5) representatives of your institution may attend the CABE annual conference at the special member discount rate.
- CABE Membership Reception - CABE honors its members at its annual statewide conferences. Your institution may send two (2) representative to this reception as part of your institutional membership.
- CABE Publications - As an institutional member, you will receive one free copy of all new CABE books and other publications as well as member discounts on our entire list of publications.
- Mailing Lists - As an institutional member you will receive a 10% discount on list price when you purchase the annual conference registration list of pre-registered attendees.

Exhibitor Registration

Go online and register prior to due dates! For more information, please contact:

info@bilingualeducation.org or
 16033 E. San Bernardino Road, Covina, CA 91722-3900
 (626) 814-4441 Phone / (626) 814-4640 Fax

**EXHIBITOR PRICING
 FOR CABE MEMBERS IS
 \$125 PER EVENT!**

PARENT & PARA-EDUCATOR CONFERENCES

Date	Location	Member *Price per table	Non-Member *Price per table	Register Online
THURSDAY, OCTOBER 29, 2015 PARKING IS COMPLIMENTARY	BAKERSFIELD DOUBLETREE BY HILTON BAKERSFIELD 3100 Camino Del Rio Court Bakersfield, CA 93308	\$125	\$150	http://cabe.k12oms.org/ 1524-105729 Registration Deadline 10/8/15
THURSDAY, NOVEMBER 19, 2015 PARKING IS COMPLIMENTARY	STOCKTON SAN JOAQUIN COUNTY OFFICE OF EDUCATION Wentworth Education Center 2707 Transworld Drive Stockton, CA 95206	\$125	\$150	http://cabe.k12oms.org/ 1524-105730 Registration Deadline 10/29/15
WEDNESDAY, APRIL 27, 2016 \$7 SELF-PARKING	ANAHEIM ANAHEIM HILTON 777 Convention Way Anaheim, CA 92802	\$125	\$150	http://cabe.k12oms.org/ 1524-105731 Registration Deadline 4/6/16
TUESDAY, MAY 17, 2016 \$8 SELF-PARKING	RIVERSIDE RIVERSIDE CONVENTION CENTER 3637 Fifth Street Riverside, CA 92501	\$125	\$150	http://cabe.k12oms.org/ 1524-105732 Registration Deadline 4/26/16
SIGN UP TO EXHIBIT AT ALL FOUR REGIONAL CONFERENCES		\$400	\$480	http://cabe.k12oms.org/ 1524-105729 Registration Deadline 10/8/15



CABE 2016 MARCH 23-26, 2016 HILTON SAN FRANCISCO UNION SQUARE

Inquire about exhibitor and sponsorship opportunities on our CABE 2016 Annual Conference Website - CABE2016.org

2015-2016 exhibitor registration

PRACTICES & PROCEDURES

CONTRACT FOR SPACE: The receipt by CABE of your signed Exhibitor Application Form will constitute a contract for the right to use space. Exhibitor application must be on the enclosed official form and accompanied by payment in full in order to be honored. Application must be received with payment in full by due date(s) listed. Should any contingency prevent holding of the conference, CABE may retain such part of the exhibitor's rental as shall be required to recompense it for expenses incurred up to the time such contingency shall have occurred. If the schedule(s) change(s) due to unforeseen circumstances beyond our control, exhibitors who have applied for space will be notified as soon as possible. Prior to the conference, exhibitors will receive confirmation which will include set-up time, and any further details and updates.

CONFERENCE BADGE: Please type or print clearly the information requested on the application form. Information from this form will be used to print conference badge(s) for exhibit representative(s).

PAYMENT REQUIREMENTS: Registration will not be processed unless it is accompanied with payment for the total amount. Make checks payable to CABE. Purchase orders should be used only when absolutely necessary and require payment within 30 days. Requisition forms will not be accepted. A \$15 charge will be assessed on all returned checks.

SET-UP TIME: Set-up will be scheduled for the most appropriate time depending on the schedule of the facility. A confirmation letter depicting these times will be mailed prior to the conference.

FAILURE TO OCCUPY SPACE: Any space not occupied by 8:00 a.m. the day of the conference(s) will be forfeited by the exhibitor, and the space may be resold, reassigned, or used by CABE without refund of rental space, unless arrangements for delayed occupancy have been made and approved by CABE.

TABLE ASSIGNMENT: To the degree the facility permits, the exhibit area will be placed where it is predicated to have maximum traffic visibility. The locations of the tables are relatively the same in terms of exposure. Tables range in size between six to eight feet by two and one-half feet to three feet according to what is available through the facility.

CANCELLATIONS: Refunds for cancellations can be given if notification is received at least two weeks prior to the Conference, with a 20% processing fee retained.

DISMANTLING: Exhibitors are asked not to begin dismantling activities until the Exhibit Area closes, which is one-half hour after the conference activities end. Exhibits generally close at 3:30 p.m. unless otherwise stated.

SPACE RESTRICTIONS: Exhibitor's displays may not interfere with other displays or aisle ways and need to be contained on and/or within a reasonable area behind the table(s) rented.

FIRE PRECAUTIONS: The exhibitor agrees to accept full responsibility for compliance with city regulations under the Fire Code of the City in which the conference is being held.

LIABILITY: It is agreed that the exhibitors with their agents and representatives are independent contractors and shall assume all responsibility for any loss, damage or injury that they shall have or cause and that they shall indemnify and hold harmless. CABE, the conference facilities, city of location, co-sponsors, or serving agents from all liability for their materials. CABE and any cooperating agent can not assume responsibility for losses or damages. Exhibitors are required to carry liability insurance. CABE shall not be financially obligated or otherwise committed

ANNUAL CONFERENCE

CABE  2016

MARCH 23 - 26, 2016

HILTON SAN FRANCISCO - UNION SQUARE
333 O'Farrell Street
San Francisco, CA 94102



For more information, contact CABE at:

16033 E. San Bernardino Road, Covina, CA 91722-3900
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in the event of the meeting being canceled or deferred due to strikes, fires, casualties, acts of God, or causes beyond its control.

SALES POLICY(PURPOSE OF EXHIBITS): The purpose of the exhibits is to educate the attendees at the conference, not for the sale of books or materials. However, the facilities will permit organizations/business with the appropriate business licenses to sell books or materials on its premises.

AMENDMENTS: Any point requiring decisions relative to the exhibits, if not specifically covered in writing, is subject to determination by CABE. CABE shall have sole authority to interpret and enforce all practices and procedures contained herein: to make any amendments thereto, to make sure further practices and procedures shall be necessary for the orderly conduct of the conference. The Chief Executive Officer or his/her designee reserves the right to reject or restrict any exhibit which may be objectionable.

RULES AND REGULATIONS OF THE FACILITY: If the conference facility carries rules and regulations applicable to exhibitors, they will be seen as an addition to the above. Should any of the Rules and Regulations of the facility conflict with those of CABE, those of the facility shall supersede.