



## INFORMATION SHEET FOR EXHIBITORS

# California Unified Program Annual (CUPA) Training Conference “Coninuing the Alliance”

**Exhibitor Days** February 14 & 15, 2007

**Conference Days** February 12 – 15, 2007

- Hotel info:** Thank you for signing up to be an exhibitor at our Conference at the **Hyatt Regency, Garden Grove, Orange County 714-750-1234, 11999 Harbor Blvd., Garden Grove, CA 92840**. The block is under CAL CUPA for \$84 plus tax. We have an overflow hotel across the street for \$109 per night under the “CAL Unified” block at the Crown Plaza 714-867-5555. This is confirmation that you are registered as an exhibitor.
- Registration** With your paid exhibitor booth you receive 2 full conference registration’s. When you arrive please come by the registration desk to pick up your badge and your lunch tickets. Feel free to join us for classes and networking Monday - Thursday. On Sunday we are having Pre-registration from 5-7pm for those that are their for the entire conference and want to check in early.
- Events:** Please join us for our Tuesday night Welcome Reception from 5pm-6pm in the Ballroom at the Hyatt. This is a great time to network. Tuesday night we are having a Dinner and Bowling “CUPA CUP” event at Lucky Strike for \$28 each. This includes bowling, dinner and prizes to the winners. Thank you for sponsoring the Wednesday evening Vendor Reception from 5pm – 7pm with live soft jazz music. If you have any prizes you would like to give away at the raffle, we can do it in-between songs. You can register for the CUPA CUP on the website at [www.calcupa.net](http://www.calcupa.net) space is limited to the first 150 people to sign up. You can form a team of 4 or we will place you on a team, should be a fun event.
- Meals** All continental breakfasts and lunches will be held in the Ballroom with the booths. Exhibitor space will be in the Grand Ballroom and Ballroom foyer on Wednesday and Thursday February 14 & 15, 2007. We will be providing you forms each morning to fill out if you will be interested in having lunch at your booth and the Hyatt will deliver it to your booth. Your booth only covers 2 people for meals, so if you have more you will need to purchase a lunch ticket or purchase lunch at the Hyatt restaurants: California Grill or Networks.
- Reg Hotline:** The Registration desk has a direct line during the conference days of February 11–15, 2007 (530)363-0027. The registration desk is in the Hyatt foyer Sunday and Monday and in the small ballroom foyer Tuesday – Thursday open daily from 7am-5:00pm. We have over 850 participants registered for the conference at this time and expect many more. We are also expecting 125 speakers and 50 exhibitors.
- Booths:** Booths 1-38 are 8’x10’ and Table Tops TT1-TT21 are 8’x2’. Each booth is supplied with a sign, 6’ table with linen, 2 chairs and a trash can. If you ordered an extra table it will be there for you. If you need internet you can purchase a wireless connection for \$9.95 at the Hyatt front desk and they will give you an access code, but this is only available in the hotel lobby, if you need internet at your booth, the cost is \$500 per day.
- EXPO/Dryage:** Our Convention Expo Service company is Freeman Decorating at 714-254-3460 and the show is posted to their website at [www.myfreemanonline.com](http://www.myfreemanonline.com) They can handle all your freight and other needs.
- Set-up:** Set-up time will be available on Tuesday afternoon starting at 12:30pm – 6:30pm. Plan to take a break and come to the reception from 5:00- 6:00p.m. Additional set up time is Wednesday morning starting at 6am. Continental breakfast will be available for you on Wednesday and Thursday morning in the Ballroom starting at 7:00am for all conference attendees to join you. This is a great time to have coffee with participants.
- Show Schedule overview:**
- |                        |   |
|------------------------|---|
| <b>Exhibitor hours</b> | February 13, 07 Tuesday 12:30pm – 6:30pm – Move in                |
|                        | February 14, 07 Wednesday 7:00am – 8:00am - Continental Breakfast |
|                        | February 14, 07 Wednesday 8:00am – 7:00am - Show & Reception      |
|                        | February 15, 07 Thursday 7:00am – 8:00am - Continental Breakfast  |
|                        | February 15, 07 Thursday 8:00am – 1:00am - Show                   |
- Exhibitor Move-out** February 15, 07 Thursday 1:00pm – 4:30pm

**Table/Booth:** Your table or booth will be identified by a sign your company name. Tables are 6'. Tables will be skirted and draped and the area is carpeted. Electrical needs will be provided based on your order form requests, please inform Sheryl Baldwin if your needs change at 530-676-0815. Your exhibitor fee includes continental breakfast both days and lunch for 2 people. If you have more than two people the cost for an additional person is \$125.00 per day.

**Tear Down:** The Exhibitor Show closes Thursday, February 15<sup>th</sup>, after lunch and should be completed by 4:30 pm.

**Advertising:** We are accepting a one page power point display of advertising that will be displaying in a slide show loop during lunch Monday - Thursday. Please email your one page adv to [sheryl@ccdeh.com](mailto:sheryl@ccdeh.com) by February 5th. We will also be handing out an exhibitor list with your contact information to each conference participant. The final will be printed on February 2nd.

**Sponsors:** Thank you for helping us out and Sponsoring some of the events, we could not do these things without your Sponsorship, thank you. We will be printing this info in the final program:

**Gold Sponsors**

**Network Environmental Systems, Inc. (Tuesday Welcome Reception and HAZWOPER session)**

**AllTech Services Inc. (CUPA CUP Lucky Strike facility event fees to rent out whole place, we could not have done this event with his sponsorship)**

**CALCLEAN Inc. (Clipboard sponsor and one Lucky Strike drink ticket to each person)**

**Tank Specialist (Clipboard sponsor)**

**Bronze Sponsors – Wednesday Afternoon 3pm - Break Sponsors**

**Bay Area Rebrac**

**CCDEH – California Confernce of Directors of Environmental Health**

**Clean Harbors Environmental Services**

**Ideal Environmental Products**

We truly appreciate your extra sponsorship. If anyone else is interested please let us know before we print the final program February 2nd. Thank you very much!!!!

**Questions:** Please contact Sheryl Baldwin for any other questions you have at 530-676-0815 or cell phone during the conference 530-363-0027 or go to the website for more conference info and program at [www.calcupa.net](http://www.calcupa.net) See you at the conference.