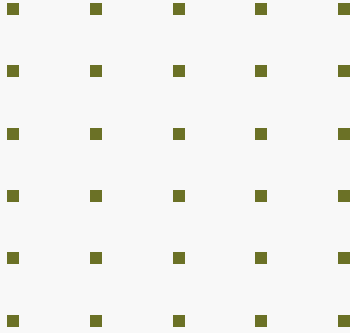




**California  
Assessors'  
Association**



**2024**  
August 5-8

# **NCAA Regional Conference**

Hosted by the Northern California Assessors' Association  
and Yuba County Assessor Stephen Duckels



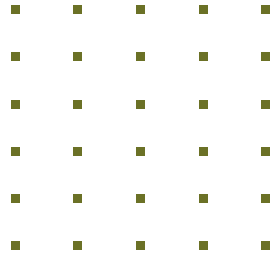


**California  
Assessors'  
Association**

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# Exhibitor Opportunities



Exhibitor opportunities include a company biography of approximately 150 words and a company logo printed in the conference program. Exhibitors will also have an opportunity to present their product and do a short company introduction during the conference.

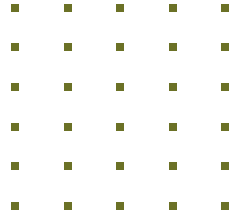
***Sponsorship Package and Add-On fees do not include travel arrangements, lodging, or transportation costs to/from facilities.***

**[CLICK HERE TO REGISTER](#)**



# Exhibitor Packages

All Exhibitor Information must be confirmed by Friday, July 5



## 2024 NCAA TABLETOP EXHIBITOR (12 AVAILABLE)

**\$3,600**

- Event entry for two company representatives
- Onsite hospitality receptions and all conference meals
- One six-foot Vendor Table in Exhibit Hall
- Company biography and logo in conference program
- Company logo on displayed event signage and presentation welcome slides
- SWAG in the Bag\* (Brochures, pens, flash drives, water bottles, etc.)  
*\*Please send 150 pieces of SWAG to be included in conference registration bags*
- Full page advertisement in program (Dimensions: 8x5 x 11)

## ADDITIONAL COMPANY REPRESENTATIVE

**\$475**

- Event entry per additional exhibitor registered
- Onsite hospitality receptions, and all conference meals

## NON-GOVERNMENT ATTENDEE

**\$1,000**

- *Due to limited Exhibitor Tables, vendors are still welcome to participate as conference attendees.*
- *This option will only be available to vendors once Tabletop Exhibitor Packages reach max capacity*

## NCAA CONFERENCE PARTNER (FULL PAGE AD)

**\$500**

- Event Full page advertisement in program. Must be submitted no later than Friday, July 5.
- (Dimensions: 8x5 x 11)

## NCAA CONFERENCE PARTNER (HALF PAGE AD)

**\$350**

- Event Half page advertisement in program. Must be submitted no later than Friday, July 5.
- (Dimensions: 8x5 x 5.5)

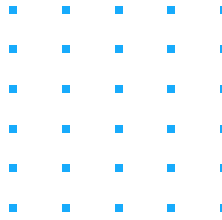
### Sponsor Package Add-Ons Available

See the next page to learn more



# Exhibitor Packages

All Exhibitor Information must be confirmed by Friday, July 5



## NCAA Conference Sponsorship Package Add-Ons

All conference sponsor logos will be on event signage, as well as on all printed conference materials. Must purchase Exhibitor Package/Non-Government Attendee admission to purchase Package Ad-Ons

### LANDYARD SPONSOR

175

Company will provide a minimum of 100 branded lanyards to be placed at registration check-in for conference guests' nametags

### LUNCHEON SPONSOR

1,500

Company logo will be displayed on signage at Lunch Buffet on Tuesday, as well as on all printed conference materials

### REFRESHMENT SPONSOR

1,000

Company logo will be displayed on signage Tue, August 9. Company reps will be able to Meet & Greet with conference attendees at the afternoon refreshment station

**Ready to register? Click here to secure your company's spot at the conference...**

Have ideas for additional items to you'd like to sponsor?

Email [events@calassessor.org](mailto:events@calassessor.org)

# CAA 2024 NCAA Regional Conference

August 5 – 8, 2024

*Plumpjack Inn*

1920 Olympic Valley Road, Olympic Valley, CA 96146

Click [here](#) for information on conference location and lodging accommodations.

- **How do I register my two staff members?**

The Exhibitor Package for NCAA includes admission for two company representatives for the conference. When registering, enter the attendee names. You can purchase additional company representative tickets for \$300. If you need to change attendees, email [admin@calassessor.org](mailto:admin@calassessor.org).

- **What is the cost of additional passes?**

Additional Company Representative Admission is \$300/person.

- **Can you please send us a floorplan and our confirmed booth #?**

Exhibitors will be showcased in the Plumpjack Inn Valley Room. Large booths cannot be accommodated at the NCAA Conference. Each tabletop exhibitor will have a six-foot table with (2) chairs. Exhibitors can set up pop-up/tabletop signage only as part of their displays.

- **Is it just the table that is provided; are chairs and a wastebasket as well?**

One (1) six-foot table with (2) chairs will be provided.

- **Will internet/Wi-Fi or access to power be provided?**

Electrical access will be provided to all exhibitors. Internet access will not be provided by the conference.

- **Do you have a designated event contractor for booth needs (furniture, electricity, internet, AV)?**

No. The NCAA Conference will consist of tabletop exhibitors only. There is no exposition hall and will therefore not require an expo company.

- **Is there an exhibitor schedule with setup and teardown hours?**

Yes. Exhibitor Set-Up: Monday, August 5 from 3:00PM – 5:00PM, and Tuesday, August 6 from 7:00AM – 8:00AM. Exhibitor Teardown: Wednesday, August 7, from 11:15AM – 12:00PM. Refer to the [Program-at-a-Glance linked here](#) for more details

- **Is the exhibit area carpeted?**

The conference center room is carpeted

- **What is the estimated # of attendees?**

The NCAA Conference is attended by approximately 125 attendees; 100 guests and 20-30 exhibitors)

-

- **Where should tabletop materials be shipped?**  
**California Assessors Association Conference**  
*[Name of exhibiting company]*  
C/O Plumpjack Inn  
1920 Olympic Valley Road  
Olympic Valley, CA 96146

Group Meeting Dates: August 5-8, 2024  
<Box \_\_\_ of \_\_\_>

**NOTE:** If you are sending more than one package within a single shipment, please be sure to number in sequence (i.e. one of three, two of three, etc.). Due to limited storage, please do not send packages more than two (2) days prior to the conference. ***Deliveries that arrive prior to this will be subject to a \$50.00 storage fee per day.***

- **Will you provide lead retrieval and what is the process/info on this?**  
No
- **Will there be media coverage?**  
No
- **Will we need to submit a COI?**  
No
- **What tasks are required from us and when are the deadlines?**  
Logo, advertisement (based on the dimensions included in the sponsorship package) and company description are due to [admin@calassessor.org](mailto:admin@calassessor.org) no later than Friday, July 5<sup>th</sup>.

**If you are providing SWAG for the conference attendees:** Items should be shipped for arrival on or before Friday, July 2., Monday, July 8<sup>th</sup> to:

**California Assessors' Association**  
*Attention: Chanel Barkley*  
1540 River Park Drive, Ste. 211  
Sacramento, CA 95815

**NOTE: TABLETOP materials are to be shipped to the hotel. DO NOT SHIP TO THE CAA OFFICE.**

- **Will you be sending a pre or post event attendee list?**  
Exhibitors are provided with the attendee list one week prior to the conference and then a final list one week after the conference

The Program at a Glance is [HERE](#):

**Monday, August 5**

3:00 PM - 5:00 PM

Registration Desk Open

Exhibitor Set-up

**Tuesday, August 6**

9:00 AM – 9:30 AM

Conference Opening & Introductions

*\*\*Exhibitors are invited to briefly introduce their company and products to conference attendees.*

**Wednesday, August 7**

12:00 PM – 1:00 PM

Exhibitor Teardown

**NOTE:** CAA Committee Meetings are limited to CAA members and Board of Equalization staff only, and are scheduled as follows:

- **Education Committee** (Wed, August 7 from 1:30PM - 2:30PM)
- **Standards Committee** (Wed, August 7 from 2:30PM - 3:30PM)
- **Legislative Committee** (Wed, August 7 from 3:30PM - 4:30PM)
- **Executive Committee** (Thu, August 8, from 8:00AM – 10:00AM)



# CALIFORNIA ASSESSORS' ASSOCIATION

## 2024 NCAA REGIONAL CONFERENCE

### EXHIBITOR AGREEMENT

(Return to [events@calassessor.org](mailto:events@calassessor.org) by Friday, July 5)

Exhibiting Company Name \_\_\_\_\_

Company Contact \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

Street Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

ZIP Code \_\_\_\_\_

The California Assessors' Association will not sign individual contracts, agreements or riders from individual exhibiting companies.

**Invoicing:** CAA agrees to provide invoices and W-9 to the exhibiting company in advance of the conference. Payments may be made by ACH, wire transfer, check or credit card (with no processing fee).

**Conference exhibit table set-up and exhibitor materials:**

The Conference Coordinator reserves the right to fix the time for the installation of any exhibiting table prior to the conference opening and for its removal upon the conclusion of the conference. Installation of all exhibits must be completed by the scheduled opening time of the conference.

It is the Exhibitor's responsibility to mark and identify crates and boxes. Crates and boxes not properly marked or identified may be destroyed. CAA and the Conference Coordinator assume no responsibility for the contents of crates or boxes improperly labeled.

Crates, boxes, or other exhibit materials unclaimed by the Exhibitor within 24 hours of exhibitor breakdown will be removed at the Exhibitor's expense. Exhibitors will be billed by the Conference



Coordinator for removal time, materials, and/or storage at prevailing rates. Neither CAA, the Conference Coordinator, service contractors, nor the exhibit facility shall assume any liability whatsoever for loss or damage. The exhibiting firm assumes responsibility for its authorized representative to follow all conference rules and regulations.

**Cancellation:**

Exhibitors may cancel their registration for this event and receive a full refund 45 days before the first day of the conference. Cancellations from 44 – 30 days prior will receive 50% of the total exhibitor fee and no refund less than 30 days out.

Should CAA cancel the conference for any reason, exhibiting companies will receive the full amount of their exhibitor fee only.

I/We agree to abide by all rules and regulations governing the CAA Conference as outlined in this agreement.

Additional information and FAQs on the conference exhibitor schedule are attached.

Printed Name:

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Job Title:

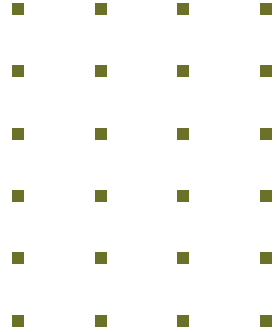
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Signature:





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**California  
Assessors'  
Association**



# CONTACT US

-  916.634.4203
-  [admin@calassessor.org](mailto:admin@calassessor.org)
-  [events@calassessor.org](mailto:events@calassessor.org)
-  [Conference Information](#)

