

call for sponsors

CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS

CONGRESS

REGINA - 2013



WINDS OF CHANGE

www.csla-aapc.ca

general information



The Canadian Society of Landscape Architects (CSLA) Congress will be held in Regina, from Wednesday July 10th to Saturday, July 13th, 2013 at the Hotel Saskatchewan.

This is the premier networking and educational event for the growing Canadian landscape architecture profession. The Congress provides a rare opportunity to engage with a cross-section of industry leaders.

The CSLA represents all major decision-makers from Canada's landscape architecture profession, including landscape architects from private practices, educational facilities, municipalities, government ministries and agencies.

Reach those working today to shape our landscape. We invite you to participate in this exciting event.

A range of sponsorship benefit options are available for participation in this unique opportunity. We look forward to your support as both a sponsor and participant.

sponsorship levels and associated benefits

The following describes the sponsorship levels and associated benefits.

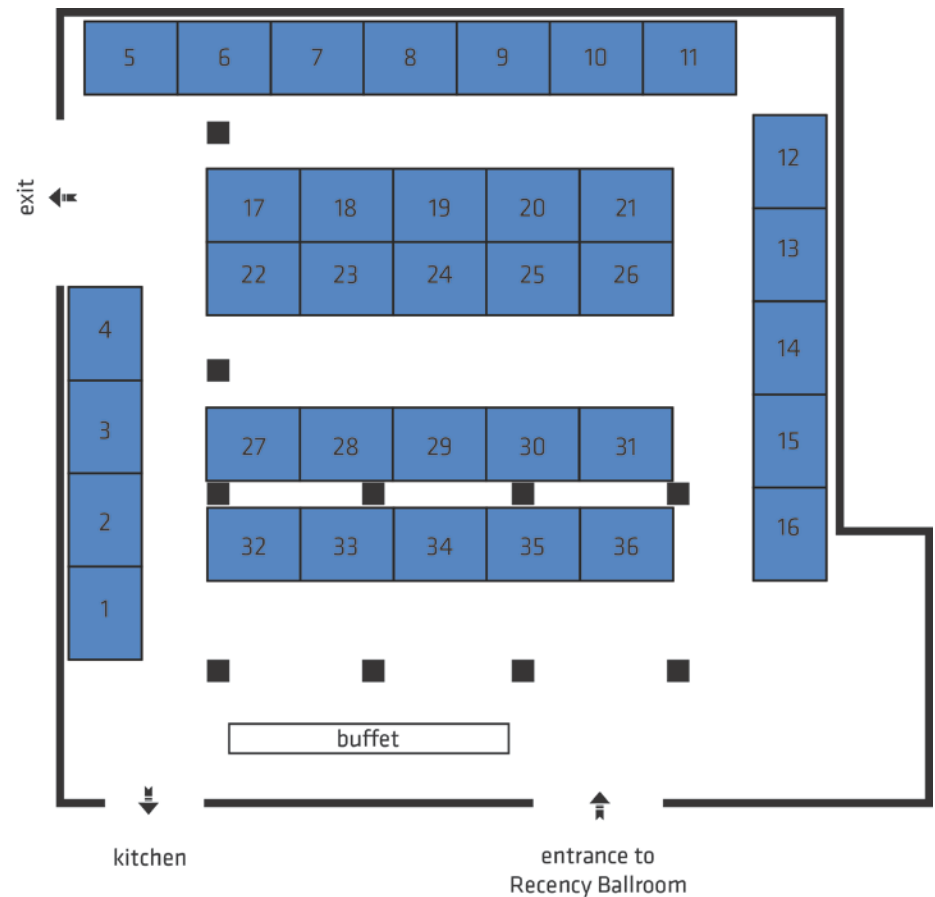
SPONSORSHIP BENEFIT			
Partner \$2,500	Principal \$1,000	Associate \$500	
X			Logo recognition on CSLA Congress bulletins to members.
X			Two tickets to the CSLA Gala.
X	X		Conference Registration for two.
X	X		Logo recognition on CSLA website and on Congress event screens.
X	X		Booth at Congress Trade Show.
X	X	X	Logo recognition in Congress program
		X	Recognition as sponsor one of the planned meals / events.

trade show information

The Trade Show is one of the main features of the Congress, ensuring your product or services are on display throughout the event.

location / floor plan

The trade show will be held in the Radisson Plaza Hotel Saskatchewan's Regency Ballroom (2nd Floor), at 2125 Victoria Avenue, Regina, Saskatchewan, and will be the heart of the CSLA Congress.



schedule

set-up: Thursday, July 11th, 2013, from 12 p.m. to 5 p.m.

exhibits open: Thursday, July 11th, 2013, from 5 p.m. to 7 p.m.
Friday, July 12th, 2013, from 8:00 a.m. to 6:30 p.m.
Saturday, July 13th, 2013, from 8:00 a.m. to 6:30 p.m.

take-down: Saturday, July 13th, 2013, from 6:30 p.m. to 9:30 p.m.

trade show information (con't)

facilities/equipment

The trade show equipment and facilities include:

- o Opening Reception, 2 breakfasts, 4 nutrition breaks, 2 buffet lunches
- o Up to 2 Exhibitor Registration Badges (each additional is \$50)
- o Free Wi-Fi
- o 8 x 10 foot space on trade-show floor (tables must be requested - please refer to form on following pages)

You will be notified of your booth/ table assignment one week prior to the event.

Booths are assigned on a first come, first serve basis.

shipping

Shipments must arrive at the hotel no earlier than Wednesday, July 10th, 2013. The label must read:

CSLA Congress - Radisson Plaza Hotel Saskatchewan

2125 Victoria Avenue

Regina, Saskatchewan Canada, S4P 0S3

sponsorship form



Please complete this form and submit it by email or by mail to the CSLA Office.

sponsor information

Company name: _____

Contact person: _____

Title: _____

Address: _____

City/Town: _____ Province: _____

Postal code: _____ Tel: _____

Email: _____

sponsorship level

Partner \$2,500	Principal \$1,000	Associate \$500	
X			Logo recognition on CSLA Congress bulletins to members.
X			Two tickets to the CSLA Gala.
X	X		Conference Registration for two.
X	X		Logo recognition on CSLA website and on Congress event screens.
X	X		Booth at Congress Trade Show.
X	X	X	Logo recognition in Congress program
		X	Recognition as sponsor one of the planned meals / events.

Select one of the following sponsorship levels:

- Partner = \$2,500 + GST
- Principal = \$1,000 + GST
- Associate = \$500 + GST

sponsorship form (con't)

If sponsorship level "Partner" or "Principal" is selected, please complete the following:

The "Partner" and "Principal" level package includes up to (2) exhibitor badges per booth with access to breakfasts, lunches and nutrition breaks on Friday, July 12th and Saturday, July 13th. Additional exhibitor registration badges are \$75.00 each.

Table (circle one)

YES - I require a 6-foot draped table NO - I do not require a table

Names for Exhibitor Badges

Name: _____

Name: _____

Name: _____

Name: _____

payment

Select desired sponsorship level(s):

\$ _____ Partner = \$2,500 (includes trade-show booth)

\$ _____ Principal = \$1,000 (includes trade-show booth)

\$ _____ Associate = \$500

\$ _____ Additional Registrations (\$75 each)

\$ _____ Subtotal

\$ _____ Plus 5% GST

\$ _____ Total

sponsorship form (con't)

Select one of the following payment options:

- By credit card
- By cheque or bank draft (payable to the *Canadian Society of Landscape Architects*)

VISA MASTERCARD
CARD NUMBER: _____ Expiry: _____

SIGNATURE: _____

acceptance of terms and conditions

I have read and accept the terms and conditions outlined below. This agreement will act as a binding contract when received by the CSLA.

Signature

Date

checklist

Please mail or email the following to the CSLA at the address below by March 28th, 2013:

- the completed form
- the cheque or credit card information, and
- a high-resolution .jpg of your company logo.

CSLA, P.O. Box 13594, Ottawa ON K2K 1X6
congress@csla.ca

To confirm your sponsorship, this form, payment and a high-resolution .jpg of your company logo must be received by March 28th, 2013.

TERMS AND CONDITIONS OF CONTRACT BETWEEN THE SPONSOR AND THE CANADIAN SOCIETY OF LANDSCAPE ARCHITECTS

Dates – CSLA reserves the right, at its sole discretion, to change the date or dates upon which the show is held or to cancel the show and shall not be liable in damages or otherwise by reason of any such change or cancellation, other than to refund in full any amounts paid by the Sponsor to CSLA.

Rules and Regulations - The Sponsor shall comply with all rules and regulations set by CSLA for the event and agree that CSLA's decision to adopt and enforce any such rule or regulation shall be final and binding.

Indemnity – The Sponsor shall indemnify and hold harmless the CSLA and the Radisson Plaza Hotel Saskatchewan from and against any loss, injury or damages whatsoever suffered by CSLA as a result of the Sponsor's failure to comply with the terms and conditions of this contract or as a result of the Sponsor's participation in the event, including without limitation, any third party claim against CSLA with respect to loss, injury or damage sustained or suffered by any other exhibitor, the owner of the building, attendees of the congress, and their respective directors, officers, agents and employees.

Loss or damage – In consideration of the Sponsor's participation in the congress, the Sponsor hereby releases CSLA and the Radisson Plaza Hotel Saskatchewan, their directors, officers agents and employees from and all claims, losses or damages whatsoever suffered or sustained by the Sponsor in connection with the congress, including, without limitation, any claims for loss or theft of property, personal injury, or loss of business profits, whether arising from any act of CSLA or otherwise.

Cancellation – This contract may be cancelled provided written notice is received on or before May 15th, 2013 in which case all monies paid by the Sponsor will be refunded less an administration fee of \$300 per sponsorship. If the Sponsor cancels after such date, they will be held responsible for the full contract price. Cancellations must be submitted on company letterhead and emailed to congress@csla.ca

Conduct – CSLA reserves the right at any time to alter or remove Sponsor displays or any part thereof, including printed material, products, signs and to expel sponsors if, in CSLA's opinion, their conduct or presentation is objectionable to CSLA or to other participants.

Trade-Show – Sponsorships will be allocated on a first-come first-served basis. The Sponsor shall not assign the contract or sublet their trade show space to another company or individual. The sponsors shall not share booth space with another company.

Shipping – Goods must not be shipped to the show with any shipping charges to be paid on arrival and any such goods will not be accepted. CSLA assumes no responsibility for loss or damage to the Sponsors' goods or property before, during or after the show. Unused items will not be shipped back or returned to the Sponsor.

Gaming – The sale of raffle tickets, lotteries and/ or gambling is not permitted.

Privacy – CSLA is subject to the Protection of Personal Information Act, and cannot release delegate lists or contact information.

contacts/credits



For further information, contact:

Michelle Legault, Executive Director
Canadian Society of Landscape Architects
P.O. Box 13594
Ottawa ON K2K 1X6
1-866-781-9799
executive-director@csla.ca or at congress@csla.ca

www.csla-aapc.ca

Photos: Tourism Saskatchewan



CSLA
Canadian Society of
Landscape Architects

AAPC
L'Association des architectes
paysagistes du Canada