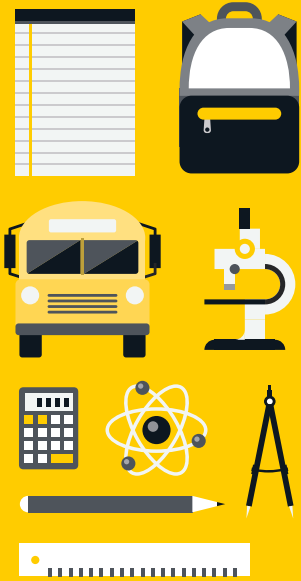


# 2018 OCTOBER EXPO

ATTENTION BUSINESS PARTNERS—  
RESERVE YOUR BOOTH SPACE TODAY!



Tuesday, October 30, 2018 • 8:00 am–4:00 pm • Martin's West • Baltimore, MD

Reserve a booth in the **Business Providers Showcase** which enables managers, board members and homeowner volunteers to meet with:

- Painting contractors
- HVAC maintenance contractors
- Attorneys
- Insurance companies
- Landscapers
- Accountants
- Reserve specialists
- Pool companies
- Roofing companies
- All Business Partners are welcome

The Business Partner that sponsors the most Homeowners and Managers to attend the Expo Event wins a \$100 gift card!

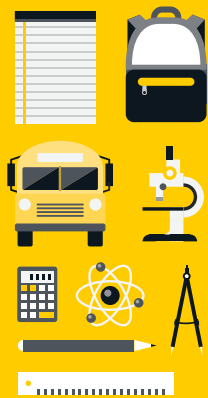


BOOTH APPLICATION →



See inside for details on how your company can participate...

*"It was an overall great experience and great exposure!"*



## RESERVE YOUR BOOTH SPACE

**Have a booth in the *Business Providers Showcase*** which enables managers and volunteer leaders to meet with painting contractors, pool companies, HVAC maintenance contractors, insurance reps, attorneys, landscapers, reserve specialists, roofing companies, & more.

### How Can Business Partners Be Involved in this Important Event?

Product and Service Providers and Professionals will have an opportunity to display their products and literature, networking with business owners, homeowners and association managers in the Business Providers Showcase.

Property Managers and other Principal Decision Makers will be on hand to review the latest available products and services to support the needs of the communities that they serve.

### Who Should Be An Exhibitor?

Any company or business professional representing products and services valuable to community associations should participate. If your product or service is applicable to any portion of a residential community, you won't want to miss this event.

### Who Will Attend?

- Board Members
- Homeowners
- Managers



**There are a limited number of booth spaces available.**

***First come, first served!***

### What is the Chapter's "suitcasing policy"?

CAI/CRC has a no-tolerance policy regarding "suitcasing", which describes the unauthorized practice of a non-exhibiting company's representative or an individual soliciting any amount or type of sales or business anywhere in the Expo facility including but not limited to on the tradeshow floor, in the aisles, hallways or in the lobbies, and/or representing any of his services or products, current or future, to facility or conference staff, attendees and/or participants. Distribution and/or display of literature, business cards, signs, or any other promotional items are restricted to the Exhibit Hall and Expo facility and may only be distributed by participating

exhibiting companies and their authorized representatives. Unauthorized distribution of literature, business cards, signs, promotional items and the like is prohibited. Complaints about suitcasing are to be directed to the Chapter Expo Manager at the time of the perceived violation. The Expo Monitor Team and the Chapter Executive Director will determine if a violation has occurred in their sole discretion at the time. Violators will be directed to leave the Expo facility and will be escorted out by the Chapter Expo Manager. The Board of Directors reserves the right to implement additional measures to address the violation of above policy as deemed appropriate.

**LOOK LIKE A HERO!**



**Vendors will have the opportunity to buy additional tickets for their customers and colleagues to attend this event. Attendee invitation will be available this summer.**

**Tuesday, October 30, 2018 • 8:00 am–4:00 pm • Martin's West • Baltimore, MD**

# SCHEDULE OF ACTIVITIES FOR THE DAY—TUESDAY, OCTOBER 30, 2018

## Are you Smarter than...Are You Up for the Challenge?

### 6:00–7:45 am\*

Vendors setup their table display  
**(DISPLAYS MUST BE SET-UP BY 8:00 AM, LATE SET-UP PROHIBITED!! FINES IMPOSED.)**

### 8:00–9:15 am

Continental Breakfast and Early Bird  
Preview of the Expo

### 9:15–11:00 am

General Session Program for Attendees

### 11:00–11:15 am

Legislative Update

### 11:15 am–1:00 pm

Expo and Lunch in the Exhibit Area  
(Prize Drawings at 12:45 pm)

### 1:15–2:15 pm

Afternoon Concurrent Sessions

### 1:00 pm–2:15 pm

Vendors break down their displays

### 2:30 pm–4:00 pm

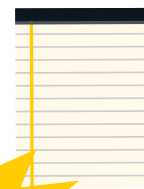
A Fall Festival Wrap Party!

**VENDORS WELCOME!**

### 4:00 pm–5:00 pm

Vendors may continue dismantling exhibits

**Early Vendor Breakdown is Prohibited**



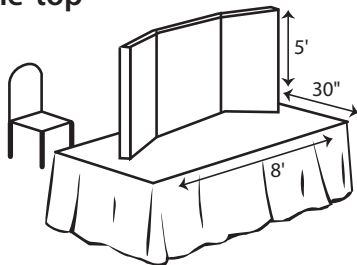
**PLEASE NOTE** \*If a vendor arrives to set up after 8:00 am, they will NOT be eligible to receive the early bird rate for a table-top or booth in 2019. They MUST wait until 9:15 am to set up. Any violators found setting up between 8:00 am–9:15 am (during the show opening) (see Official Rules and Regulations of the Exhibitor Contract) will be assessed \$250.

**IMPORTANT!** An application to participate is enclosed with this brochure. **Payment must accompany this application form in order for the reservation to be valid. Vendors may choose their table space; however, it will be on a first come, first served basis.** Send application and payment to the Chesapeake Region Chapter Office.

The Business Partner that sponsors the most Homeowners and Managers to attend the Expo Event wins a \$100 gift card!

### COST TO PARTICIPATE:

#### Option 1: Table-top

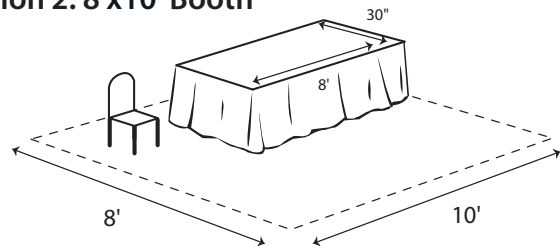


#### Table-top

CAI Member (before July 27)	.....\$725.00
CAI Member (after July 27)	.....\$825.00
Non-CAI Member	.....\$1,075.00

**SAVE BY BOOKING BEFORE THE EARLY BIRD DEADLINE!**

#### Option 2: 8'x10' Booth



#### 8'x10' Booth

CAI Member (before July 27)	.....\$875.00
CAI Member (after July 27)	.....\$975.00
Non-CAI Member	.....\$1,225.00

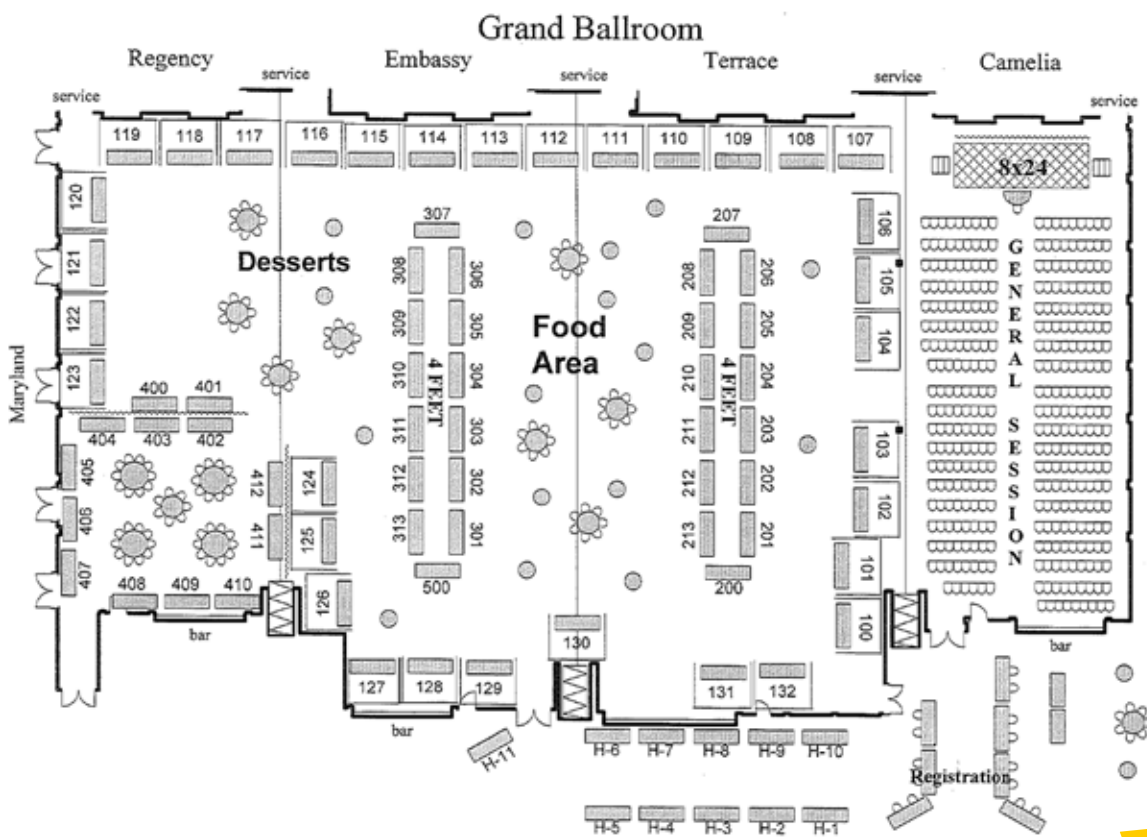
**NON-CAI MEMBER BOOTH APPLICATIONS WILL BE CONSIDERED AFTER JULY 27, 2018**

### THE TABLETOP AND BOOTH FEES INCLUDE:

- One—8'x30" draped table and chair
- One ticket for the Presentation, Lunch and Wrap Party

**Please note: Electricity will only be available with the 8'x10' Booth Space. Fee is \$30.00 for a 110v outlet.**

**CANCELLATION POLICY:** A 50% refund will be given to those companies that cancel via written notification to the Chapter Office no later than 11:59 pm, September 14, 2018. There will be no refunds after September 14, 2018.



**IMPORTANT!!  
VENDOR SETUP**

**\*\*If a vendor arrives to set up after 8:00 am, they will NOT be eligible to receive the early bird rate for a table-top or booth in 2019. They MUST wait until 9:15 am to set up. Any violators found setting up between 8:00 am–9:15 am (during the show opening) (see Official Rules and Regulations of the Exhibitor Contract) will be assessed \$250.**

***Vendors may select the table/booth location of their choice. Please be sure to list a 2nd and 3rd choice in case your selection is not available.***

**Best Booth Competition!  
Give us your Best Booth Display & Win!**



The Community Associations Institute (CAI), Chesapeake Region Chapter, is a non-profit association created in 1973 and dedicated to fostering vibrant, responsive and competent community associations. Their mission is to assist communities in promoting harmony, community and responsible leadership.

**COMMENTS FROM LAST YEAR'S ATTENDEES**

- "The Vendor Expo & networking opportunities were great!"
- "This conference gets better every year. The work that goes into this effort is extraordinary. All Vendors were so kind and informative. Professionalism and knowledge was over the top"

**COMMENT FROM LAST YEAR'S VENDOR**

- "The show was nicely done and organized! I loved the layout and the attendees were high quality buyers."

**LOCATION**

**Martin's West**

**6817 Dogwood Road, Baltimore, MD 21244**

**410-944-9433**

Take I-695 to Exit 17, Security Boulevard-West. Turn right on Belmont Avenue. Follow Belmont Avenue approximately ½ mile and Martin's West will be on your left, facing the Baltimore Beltway.