



The 30th California Kindergarten Conference
The *Original* Conference for Teachers by Teachers
Celebrating Creativity in Early Childhood Education

Exhibitor Prospectus

January 13, 14 and 15, 2012
Hyatt Regency Santa Clara

The California Kindergarten Association invites you to exhibit your educational materials at the Thirtieth Annual California Kindergarten Conference (CKC). The annual two-day event is a dynamic, prestigious, and highly successful conference. We are anticipating 500 participants - Kindergarten teachers, Preschool teachers, Early Primary teachers, administrators, parents, and leaders in the forefront of education today. CKC promotes the values and importance of Early Childhood Education; advances the professionalism of Early Childhood teachers, furthers the association of teachers, administrators, and others interested in Kindergarten education, and provides a terrific forum for exhibitors – all the while connecting the California Standards to classroom practice.

Once again, this year the conference will be held solely at the Hyatt Regency Santa Clara. Our schedule includes numerous opportunities for the conference participants to view and purchase your materials, with an expanded lunch and built-in sessions specifically for exhibit viewing by participants, **as well as OPTIONAL Friday night exhibit hours**. We are particularly interested in your educational materials for early childhood.

In an effort to keep your exhibit expenses down, **the California Kindergarten Conference will be providing a 10' x 8' area and a table top in place of booths**. We are also limiting the number of exhibitors this year.

We encourage you to participate as an exhibitor to benefit from personal interaction with attendees in this excellent opportunity. We look forward to working with each of you at the 2012 California Kindergarten Conference!

EXHIBIT FEES AND DEADLINES

All tables are \$375. Table fees will need to accompany the Exhibitor Reservation Form. Your fee reserves a 10' x 8' area which includes a 8' draped table, two chairs and an identification sign showing company name and booth number. Company name and description are listed in our conference program, which is distributed to all conference participants. Lunch is available to purchase.

MATERIAL HANDLING

There will be no cart service this year. Everyone will be responsible to bring in their own materials. All delivery vehicles must observe the Hyatt Regency Santa Clara parking and fire regulations. Vehicles will be ticketed and towed if left unattended.

ASSIGNMENT OF SPACE

Tables are assigned on a first come, first serve basis according to the date of receipt of your signed application. After exhibition spaces are selected a confirmation of your table will be sent to you. CKA/CKC reserves the right to reassign tables, if necessary, for the best interest of the conference.

CANCELLATION POLICY

A cancellation fee will be charged for all cancelled tables. Your table registration fee will be returned minus 15% of that fee. All cancellations must be made in writing and be postmarked no later than December 16, 2011. **After the deadline date no refunds will be granted.**

EXHIBIT DATES AND HOURS

Friday, January 13, 2012

12:00 p.m. – 6:00 p.m. Exhibitors Set Up
6:30 p.m. – 9:00 p.m. Exhibits Open (Optional)

Saturday, January 14, 2012

8:00 a.m. – 5:30 p.m. Exhibits Open

Sunday, January 15, 2012

8:00 a.m. – 1:30 p.m. Exhibits Open
1:30 p.m. – 3:00 p.m. Check Out

EXHIBITOR INSURANCE

All exhibitors must maintain insurance coverage against injury to persons or damage to or loss of property with limits of \$1,000,000 combined single limits of \$1,000,000/\$2,000,000 naming California Kindergarten Association as additional insured. Insurance protection will not be afforded by either CKA, CKC, its cosponsors or Hyatt Regency Santa Clara.

CONFERENCE MANAGEMENT

All inquiries regarding the conference program, registration, and exhibition should be addressed to:

California Kindergarten Association
1014 Chippendale Way, Roseville, CA 95661
(916)780-5331
e-mail: cka@ckanet.org