



Education
Conference

*Sustainable Development:
Progressive Solutions in
Science and Technology*

Exhibitor and Sponsorship Package

MacEwan Conference & Event Centre
Calgary, AB
June 19, 2015

Conference Overview

Learn...Innovate...Advance

Building on the success of the 2014 ASET Education Conference, ASET is once again hosting a one-day education conference in June 2015. The conference is a response to demand from our members for more professional development opportunities and an effort to better support the recruitment and development needs of employers in the applied science and engineering technology profession.

The ASET Education Conference 2015—"Sustainable Development: Progressive Solutions in Science and Technology"—is a distinct cross-disciplinary networking and learning experience for applied science and engineering technology professionals and their employers, with a focus on environmental innovation and advances in the profession. The conference design includes a variety of education sessions delivered throughout the day, a luncheon with keynote speaker, and employer exhibits with scheduled networking and discussion opportunities. Presentation content will be driven by member and employer needs via an advisory committee with broad representation from related industries, disciplines, and occupations.

Conference Overview

MacEwan Conference & Event Centre
Calgary, Alberta
June 19, 2015

7:00 a.m.	Conference Registration and Networking Breakfast
8:00 a.m.	Session #1
9:00 a.m.	Networking Break
9:30 a.m.	Session #2
10:30 a.m.	Networking Break
11:00 a.m.	Session #3
12:00 p.m.	Luncheon and Keynote
1:00 p.m.	Networking Break
1:30 p.m.	Session #4
2:30 p.m.	Networking Break
3:00 p.m.	Session #5
4:00 p.m.	Conference End

For more information please contact:

Laura Neigum
Program Coordinator, Education Program
Phone: (780) 425-0626 | E-mail: lauran@aset.ab.ca

Exhibit Opportunities

The ASET Education Conference 2015— “Sustainable Development: Progressive Solutions in Science and Technology”—features a large exhibition space where conference participants will attend a networking breakfast and four scheduled coffee breaks. Exhibitors will have an opportunity to promote their organizations and its achievements to a targeted group of applied science and engineering technology professionals.

Exhibit Options and Fees

A limited number of exhibit spaces are available. The Exhibitor Package is offered at a rate of \$700 + GST and includes the following:

- Eight ft. dressed table with two chairs; access to wifi and power included upon request
- Two luncheon tickets (additional lunch tickets available until May 1, 2015 for \$50 + GST each)
- Twenty-five word organization description in the exhibitor listing (website/conference program)

Cancellations

Exhibitors requesting cancellation four months prior to the conference (February 19, 2015) will receive a full refund. Cancellations after this date will be refunded at 25% of the full rental fee for the reserved space(s).

Exhibition Disclaimer

If any circumstances or events beyond the control of ASET cause cancellation of the conference, ASET will refund any portion of the exhibition fee for which ASET is reimbursed by insurance. ASET shall not be liable for any other refund or payment arising from the cancellation or for other liability or damages arising from the event.

For more information please contact:

Laura Neigum

Program Coordinator, Education Program

Phone: (780) 425-0626 | E-mail: lauran@aset.ab.ca

Exhibit Guidelines

Additional Exhibitor Information

Exhibitors may set up starting at 6:15 a.m. on the day of the Conference. Sign-In and breakfast are from 7:00-8:00 a.m. with education sessions beginning at 8:00 a.m. Exhibitors may begin take down at 3:00 p.m. following the last Networking Break.

Exhibitors are welcome to use a variety of display fixtures; however, exhibitors should be aware of the following:

- Standing displays must fit within the contracted space and should not exceed a height of 8 ft. in order to meet fire and safety regulations.
- Exhibitors should ensure that any display fixtures are installed properly for the safety of exhibitor personnel and attendees.
- Display fixtures should be made of fire retardant materials and be certified as flame retardant wherever possible.
- Exhibitors should dispose of any waste products generated during the exhibition in accordance with guidelines established by the facility and environmental regulation

Exhibition space is carpeted; exhibitors are not required to bring floor coverings.

Exhibitors are responsible for providing their own AV equipment and additional display equipment. Exhibitors using additional electrical equipment should be aware of the following:

- Wiring that touches the floor should be insulated to quality for “extra hard usage” and will be taped down by the facility where it crosses attendee routes.
- Multi-plug connectors should be UL approved with built-in overload protectors.
- Lighting should not interfere with neighbouring exhibitors and should not project onto other exhibits.

Exhibitors should conduct presentations and demonstrations in a manner which assures all exhibitor personnel and attendees are within the contracted space and not interfering with neighbouring exhibits. It is the responsibility of each exhibitor to arrange displays, product presentation, audio visual presentation, and demonstrations to ensure compliance.

Special caution should be taken when demonstrating machinery or equipment that has moving parts or any product that is otherwise potentially dangerous. Exhibitors should establish a minimum setback of 3 ft. to prevent accidental injury to personnel or attendees.

Exhibitors may use sound equipment so long as the noise level does not disrupt the activities of neighbouring exhibitors.

For more information please contact:

Laura Neigum
Program Coordinator, Education Program
Phone: (780) 425-0626 | E-mail: lauran@aset.ab.ca

Sponsor Opportunities and Benefits

Sponsorship Opportunities

Titanium \$10,000 (1 spot)	Platinum \$7,500 (2 spots)	Gold \$5,000 (1 spot)	Silver \$2,500 (4 spots)	Bronze \$1,000 (20 spots)
----------------------------------	----------------------------------	-----------------------------	--------------------------------	---------------------------------

Logo:

On the conference banner	✓				
On the delegate tote bags	✓				
On the back of delegate lanyards	✓	✓			
In the conference program	✓	✓	✓		
On other conference signage	✓	✓	✓	✓	✓
On the ASET website	✓	✓	✓	✓	✓
In Technology Alberta magazine	✓	✓	✓	✓	✓

Advertising:

In conference program	Full page	1/2 page	1/2 page	1/4 page	
In Technology Alberta Magazine	Full page	1/2 page	1/2 page	1/4 page	
Promotional items in delegate bag	✓	✓	✓	✓	✓
Sponsor brochure in delegate bag	✓	✓	✓	✓	✓

Recognition during conference:

Official sponsor of the luncheon	✓				
Official sponsor of the breakfast		✓			
Official sponsor of the AV			✓		
Official sponsor of a coffee break (4)				✓	
Official sponsor of an education session (20)					✓

Other benefits:

Conference registration	2	1	1		
Exhibitor table	1	1			

Sponsorship and Exhibit Confirmation Form

SPONSORSHIP:

Titanium - \$10,000 Platinum - \$7,500 Gold - \$5,000 Silver - \$2,500 Bronze - \$1,000

EXHIBIT:

Exhibit space - \$700 + GST Power WiFi
 Additional Lunch Ticket - \$52.50 (includes GST) x _____ = \$_____

Company Name: _____

Authorized Representative: _____

Title: _____

Authorized Signature: _____

Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: (____) _____ Fax: (____) _____

E-mail: _____

Web Site: _____

Conference Program Directory

Include a description of your products and services for the ASET Education Conference 2015 (25 word maximum).

Payment

Request Invoice

Method of Payment: Cheque made payable to ASET in Cdn. Funds Total: _____

VISA MasterCard American Express

Card # _____ Expiry Date _____

Card Holder Signature _____

Send this form and payment to:

The Association of Science and Engineering Technology Professionals of Alberta (ASET)
Attention: Laura Neigum

1630 - 10020 101A Avenue NW, (Phipps-McKinnon Building), Edmonton, Alberta T5J 3G2

Email: lauran@aset.ab.ca Phone: 780.425.0626 Toll free within Alberta: 1.800.272.5619 Fax: 780.424.5053