

-- SPONSOR INFORMATION --
ACHRO/EEO FALL INSTITUTE 2017
OCTOBER 18-20, 2017 (Pre-Conference October 17)

ADS:

Due August 11, 2017
e-mail to Ruth Cortez, Klavier88@verizon.net
Format pdf file, color

Full page – Platinum \$3500 sponsorship
¾ page – Gold \$2500 sponsorship
½ page – Silver \$1500 sponsorship
¼ page – Bronze \$1000 sponsorship

BACKDROPS AND HANDOUTS: Fee, \$6.00 per box

Due No sooner than October 13

Shipping Label Hold for arrival – Attn: (guest's name who will claim the shipment)
Date of claim persons arrival
Name of Company
Name of Group (i.e., ACHRO/EEO)
Complete Return Address
Hyatt Manager's Name (Erin G. De Yager)
Number of Boxes (Example: Box 1 of 2 and Box 2 of 2)
Address Package to Hotel as follows:
Hyatt Regency Orange County
11999 Harbor Blvd.
Garden Grove, CA 92840

Available 6" table with table cloth/skirt and 2-3 chairs
Electrical for a minimum charge, to be paid at the hotel

Set up Any time Tuesday, 10/17 evening, or early Wednesday, 10/18
Tear down Any time Thursday, 10/19 evening, or Friday, 10/20

ROOM RATES:

\$175 + tax
Self-park, \$17/night – Valet \$25/night

TO MAKE HOTEL RESERVATIONS:

Make reservations on-line: hold ctrl on keypad and click on link below

<https://resweb.passkey.com/go/ACHRO2017>

OTHER IMPORTANT INFORMATION TO BE E-MAILED TO:

Ruth Cortez, klavier88@verizon.net

1. Names and positions of those manning your booth
2. If you need electrical, which will be a minimal charge to be paid to the hotel
3. If you would like 1 or 2 tables.

Please note, the hotel will charge your credit card for one night's lodging at the time you make your reservations.

Also, be sure to make your flight reservations early, as the price per ticket rises significantly the last few weeks prior to travel.