

**-- SPONSOR INFORMATION --**  
**ACHRO/EEO FALL INSTITUTE 2015**  
**OCTOBER 28-30, 2015 (Pre-Conference October 27)**

**ADS:**

Due August 15, 2015  
e-mail to Ruth Cortez, [Klavier88@verizon.net](mailto:Klavier88@verizon.net)  
Format pdf file

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

**BACKDROPS AND HANDOUTS:**

Due No later than October 26  
Charge \$50 per day for storage - \$2 per box to be delivered to meeting room to be incurred by sponsor and paid to the hotel

Ship to DoubleTree by Hilton San Diego Mission Valley  
7450 Hazard Center Dr.  
San Diego, CA 92108  
Hold for: ACHRO/EEO Fall 2015 Training Institute  
October 27-30, 2015  
ATTN: Company Name

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, 10/27 evening, or early Wednesday, 10/28 morning  
Tear down Any time Thursday, 10/29 evening, or Friday, 10/30

**ROOM RATES:**

**\$149 + tax**  
Self-park, \$19/night – Valet \$22/night – Not staying at hotel, self-park, \$10/day

**TO MAKE HOTEL RESERVATIONS:**

Call **1-800-222-8733** - To receive discount room rate, please indicate Group Code – **ACH**

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

[https://resweb.passkey.com/Resweb.do?mode=welcome\\_gi\\_new&groupID=50008489](https://resweb.passkey.com/Resweb.do?mode=welcome_gi_new&groupID=50008489)

**OTHER IMPORTANT INFORMATION TO BE FORWARDED:**

**E-MAIL TO Ruth Cortez, [klavier88@verizon.net](mailto:klavier88@verizon.net)**

Names and positions of those manning your booth  
If you need electrical, which will be a minimal charge to be paid to the hotel  
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.