



116th Annual County and District Clerk's Association Annual Conference

Dear Business Partners:

We are very excited to bring you many wonderful opportunities to join us at the 116th Annual Clerk's Conference. The meeting will be held June 12 – 16, 2011, in Denton County, Texas. The location of the event is the Lewisville Convention Center located in the Hilton Garden Inn – Dallas/Lewisville. We expect a high level of participation from the clerks of Texas at this event. North Texas offers so much for our visitors. And this conference promises to be one of the best education events coupled with some of the best entertainment offered at a Clerk's conference! *Our theme is an over-the-top Vegas, Texas-Style, where everything is bigger and better in North Texas!*

This conference and our fabulous events are made possible in a large part through our business partners – you! In return, you will notice at this event many more meaningful opportunities to interact with clerks. In fact, we are bringing what we jokingly refer to as business partner "speed dating". This will be a set amount of time where clerks are in front of your booth for a period of time, then when the timer dings, clerks will rotate to another booth and you will have a new 'crop' to listen to your presentation. Also, your booths will be located in the main conference lobby, not nestled away.

Attached, is an Exhibit Space Agreement, Exhibitor Form, a special Request Form and Event Registration Sponsorship options page defining all of the sponsorship opportunities. For all sponsorships, you will have time to address the group and as conference hosts, we will encourage time with our business partners.

Each event will also have an event information sheet informing attendees of what to expect from the event: food, entertainment, fun and prizes. This will offer another place to advertise our generous hosts for each event as well! We have so many unique events planned this year; we hope that you will want to be a part of them! We will welcome everyone with a trip to the Texas Motor speedway, where attendees will get a trip around the track in a van, listen to great live country music all the way from Australia, play casino games and eat a wonderful meal! Our Monday will end with a swanky Vegas lounge act over dinner at the beautiful host hotel where surprises abound for fun! Our official "off" night will be an optional bus trip to the historic and lovely Denton Square for a fun poker run, great deals from local merchants and another bus trip to the WinStar Casino in OK – the world's 3rd largest casino. Our banquet will be a feast of lavish food (the owner of the host hotel is a chef!) with great entertainment – and that too is a surprise – too much fun in store!

Please do not hesitate to contact me at: 2011conference@dentoncounty.com or 940/349-2012 if you have questions or are interested in specialty sponsorship, please get in touch! We would love to help make your time with the Clerks of Texas a smashing success this year! Deadline for returning the information is May 1, 2011. Thank you! We so appreciate all of your continued support! Can't wait to see you in Denton County!

A handwritten signature in blue ink that reads "Cynthia Mitchell".

CYNTHIA MITCHELL, County Clerk



116TH ANNUAL COUNTY & DISTRICT CLERK'S STATE CONFERENCE

June 12-16 2011

Hilton Garden Inn / Convention

Center • Lewisville • Texas •

www.dentoncounty.com/ccl2011

email: 2011conference@dentoncounty.com

EXHIBITOR SPACE REQUEST:

COMPANY NAME
(AS IT WILL APPEAR ON CONFERENCE MATERIALS)

ADDRESS

CITY, STATE, ZIP

PHONE #

EMAIL

BOOTH REGISTRATION FEE COVERS ADMITTANCE FOR 2 REPRESENTATIVES. ADDITIONAL REPS \$200 EACH

REPRESENTATIVES ATTENDING:

NAME	TITLE
NAME	TITLE
NAME	TITLE
NAME	TITLE

QTY.	Description	Price	
	6' Table' EXHIBIT BOOTH (2 REPRESENTATIVE)	\$800	
	ADDITIONAL REPRESENTATIVES (PLEASE ATTACH LIST)	\$200	
	*see exhibit space agreement		
		TOTAL	\$

REFUNDS WILL NOT BE GRANTED AFTER May 1, 2011. REQUEST PRIOR TO THAT MUST BE RECEIVED IN WRITING AND WILL BE CHARGED A \$50 CANCELLATION FEE.

Booth selection is determined on a **FIRST PAY FIRST RESERVE** basis. Make checks payable to the CDCAT Conference 2011. Mail this form and your check to:

CDCAT Conference 2011
Cynthia Mitchell
1727 Vintage Drive
Corinth, Texas 76210
940-349-2012



116th Annual County & District Clerk's State Conference
June 12th- 16th 2011
Exhibit Space Agreement

- **Exhibit Specifications:** Booth rental is \$800.00 for commercial exhibitors. Booth rental includes full registration for 2 exhibitors. The standard booth will include one 6ft table with 2 chairs, white linen and normal electricity. All booths are located in the Piazza at the Hilton Garden Inn Dallas/Lewisville (conference lobby) and each will be assigned on a first come first serve basis by show management. Booths will not be assigned until we receive both a signed contract and full payment. There will be limited space for storing extra items that you may want to have at your booth, therefore during the event all extra items must be placed under the booth tables as not to obstruct or interfere with adjacent booths.
- **Shipping of Exhibits:** Vendors can ship items directly to the hotel if necessary. All shipments arriving prior to 2 days before the event are subject to a storage fee of \$50.00 per item per day. Shipping address is as follows: Hilton Garden Inn Dallas/Lewisville, Attn: Claudia Trejo/CDCAT, 785 SH 121 Bypass, Lewisville, TX 75067.
- **Setting Up & Claiming Booth Space:** Exhibitors may begin installing booths no earlier than 2:00pm Sunday, June 12th. All displays must be installed by 6:00pm Sunday, June 12th. Any exhibit space not claimed or occupied by 4:00pm on June 12th may be reassigned at the discretion of show management. County & District Clerk's Association of Texas reserves the right to reassign or realign booth space as required for the benefit of all exhibitors present without prior approval of the exhibitor.
- **Dismantling of Displays:** Exhibitors may not dismantle exhibits or pack up until 12:00pm Wednesday, June 15th. All booths must be completely packed up and removed by 4pm Wednesday, June 15th. It is the responsibility of the exhibitor to provide for any return shipment of exhibit material.
- **Eligible Exhibits:** County & District Clerks Association of Texas reserves the right to determine the eligibility of any company, product, promotion, or part thereof that in its opinion is not in keeping with the character and purpose of this conference.
- **Electronic Equipment and other Traffic Drivers:** The use of electronic equipment and other special effects equipment used as part of a display or as a traffic driver should not obstruct or otherwise interfere with adjacent booths or other events conducted by the County & District Clerks Association of Texas.
- **Signs & Marketing:** Signs and displays, other than those located at the exhibitor's booth, are prohibited except for those provided by the County & District Clerks Association of Texas. All signs not sponsored by the Association will be removed.
- **Marketing Materials:** Entities without an official exhibit booth space will be prohibited from soliciting business and/or distributing promotional materials of any type at the conference. Exhibitor marketing materials may not be displayed outside of the exhibit area without permission of show management. All door prizes provided by exhibitors will be given away during scheduled event times.
- **Security:** County & District Clerks Association of Texas will not provide security inside the exhibitor area. County & District Clerks Association of Texas and the Hilton Garden Inn Dallas/Lewisville do not assume responsibility for items left in booths. Exhibit space is in a public area. Exhibitor will make arrangements to put away items that are valuable when the exhibitor is not at the booth.
- **Indemnification:** The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of the exhibitors activities at the Hilton Garden Inn Dallas/Lewisville premises and will indemnify, defend, and hold harmless the Hilton Garden Inn Dallas/Lewisville, its owner, and its management company, as well as their respective agents, servants, and employees from any and all such losses damages and claims. Exhibitors shall indemnify and hold the County & District Clerks Association of Texas and its employees, agents or other representatives harmless from any and all claims, actions, suits, and liability whatever nature arising because of injury to or death of, any person, including but not limited to persons employed by or working for exhibitor, or because of any damage to or loss of property including but not limited to the exhibitors property, officers, agents, employees or representatives, or resulting from theft, fire, water, accident or other cause. Indemnification does not apply to state exhibitors.

116th Annual County & District Clerk's Conference

June 12th-16th 2011

Event Sponsorship Opportunities

○ **Ace of Spades Sponsorship – Minimum \$20,000.00**

- Includes: Double booth located inside general session room.
 - Registration for up to 6 exhibitors (names must be provided with this registration)
 - Demo room for 1 day
 - Underwriting signage at a main event-(to be determined by show management)
 - 15 minutes to speak
 - Full page color ad located in conference binder- provided by you in electronic format
 - Acknowledgement during opening session
 - Ace of Spades Sponsorship designation on name badges

○ **King of Diamonds Sponsorship – Minimum \$15,000.00**

- Includes: Single booth located inside general session room.
 - Registration for up to 4 exhibitors (names must be provided with this registration)
 - Demo room for 1 day
 - Underwriting signage at event-(to be determined by show management)
 - 10 minutes to speak during sponsored lunch
 - Full page color ad located in conference binder- provided by you in electronic format
 - Acknowledgement during opening session
 - King of Diamond Sponsorship on name badges

○ **Queen of Hearts Sponsorship – Minimum \$10,000.00**

- Includes: Double booth located in vendor area (conference lobby)
 - Registration for 2 exhibitors (names must be provided with this registration)
 - Demo room for ½ day
 - Underwriting signage at event- (to be determined by show management)
 - 5 minutes to speak during sponsored lunch
 - Half page color ad located in conference binder-provided by you in electronic format
 - Acknowledgement during opening session
 - Queen of Hearts Sponsorship on name badges

○ **Jack of Clubs Room – \$5,000.00**

- Includes: Single booth located in vendor area (conference lobby)
 - Registration for 3 exhibitors (names must be provided with this registration)
 - Underwriting signage at themed break or partial entertainment sponsor
(Sponsorship to be determined by show management)
 - Business card sized logo in conference binder-provided by you in electronic format

○ **Entertainment Sponsor – \$3,000.00**

- Includes: Signage at event (event TBD by show management)
 - Introduction & time to speak at event
 - Acknowledgement in event guide

- **Demo Room ½ day - \$2500.00**
(Limited opportunities available)
-Includes: Demo room for ½ day (first come first serve; date/time TBD by show management)
Underwriting signage at event (to be determined by show management)
- **Break Sponsor – Minimum \$2,500.00**
-Includes: Signage at break (date of break TBD by show management)
Acknowledgement in event guide
- **Transportation Sponsor - \$750.00 per bus**
(6 opportunities available Sunday & 4 opportunities available Tuesday)
-Includes: Signage on the buses during transportation
Acknowledgement at the event or prior to event (determined by the event)
Opportunity to interact with passengers during transportation time (drinks, games, etc)
Acknowledgement in event guide
- **Casino Table Sponsor - \$250.00**
-Includes: Signage at casino table during Welcome Reception Sunday ---
Acknowledgement in event guide

If you are interested in sponsoring the following please contact Cynthia Mitchell directly
@ cynthia.mitchell@dentoncounty.com :

- Conference Binders
- Conference “goody” bags for conference materials
- Marketing materials for “goody” bags
- Hospitality time during events



116TH ANNUAL COUNTY & DISTRICT CLERK'S STATE CONFERENCE June 12-16 2011

Hilton Garden Inn / Convention Center

Lewisville • Texas • www.dentoncounty.com/ccl2011

email: 2011conference@dentoncounty.com

SPONSORSHIP FORM

SPONSOR INFORMATION:

COMPANY NAME
(AS IT WILL APPEAR ON CONFERENCE MATERIALS)

ADDRESS

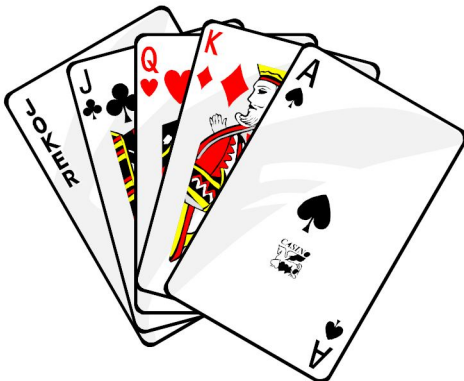
CITY, STATE, ZIP

PHONE #

EMAIL

SPONSORSHIP LEVELS

<input type="checkbox"/>	ACE OF SPADES SPONSORSHIP \$20,000	<input type="checkbox"/>	KING OF DIAMONDS SPONSORSHIP \$15,000
<input type="checkbox"/>	QUEEN OF HEARTS SPONSORSHIP \$10,000	<input type="checkbox"/>	JACK OF CLUBS SPONSORSHIP \$5,000
<input type="checkbox"/>	ENTERTAINMENT SPONSORSHIP \$3,000	<input type="checkbox"/>	DEMO ROOM 1/2 DAY SPONSORSHIP \$2,500
<input type="checkbox"/>	BREAK SPONSORSHIP \$2,500	<input type="checkbox"/>	TRANSPORTATION SPONSORSHIP \$750
<input type="checkbox"/>	OPEN SPONSORSHIP \$500	<input type="checkbox"/>	OPEN SPONSORSHIP \$250
<input type="checkbox"/>	ANY SPONSORSHIP _____		



MAIL TO:

CDCAT Conference 2011
Cynthia Mitchell
County Clerk
1727 Vintage Drive
Corinth, Texas 76210
940-349-2012

CHECKS PAYABLE TO:
CDCAT Conference 2011

