

CAILBA 2019 National Conference & AGM

**Fairmont Empress
Victoria, British Columbia
June 3rd to June 5th, 2019**

SPONSORSHIP CONTRACT

The **Canadian Association of Independent Life Brokerage Agencies (CAILBA)** will hold its National Conference and Annual General Meeting (AGM) at the Fairmont Empress, Victoria, B.C., from June 3rd to June 5th, 2019.

The Canadian Association of Independent Life Brokerage Agencies (CAILBA) is a unified voice for the brokerage-based distribution of insurance, investment and financial products. Our membership spans across all aspects of the brokerage-based financial services industry.

Our members:

- Promote the transparent, ethical and fair treatment of consumers, brokers and all members alike
- Adhere to uniform industry standards in all aspects of their operations with a keen focus on safeguarding data, privacy, compliance, education, supervision and efficient processing of information.
- Lobby, educate and work collaborate with regulators, government bodies and industry stakeholders to ensure growth and stability of in the brokerage community as a whole

The National Conference and AGM has become an integral part of CAILBA. In 2018, over 275 participants across Canada came together face to face to discuss new issues, trends, and outlook relevant to the MGA industry. Our Annual Meeting is not only open to our existing members, but also to any financial services industry organization that is interested in learning more about CAILBA while demonstrating support for the MGA distribution channel.

Networking opportunities are an essential aspect of our meeting and much of this networking will take place at our Tradeshow. The Tradeshow will highlight all of our corporate sponsors, showcasing sponsors' products and services, in an intimate and engaging setting.

The Tradeshow will commence Monday, June 3rd at 5:00 pm during Welcome Reception and end at 9:00 pm. The Tradeshow will be showcased during all refreshment breaks over the course of the event as well as at the Cocktail Reception Tuesday June 4th.

Please note space is limited and will be assigned on a first come first serve basis. Note, only CAILBA Member companies are given the opportunity to sponsor this event.

Summary of Membership, Sponsorship, and Registration Fees

***HST to be added to the below fees*

	Insurance Supplier Member	Industry Vendor Member	Industry Affiliate
Annual Membership	\$3,125	\$3,125	\$2,500
Sponsorship Fee	\$13,500**	\$6,500**	\$3,000**

Sponsorship Opportunities

CAILBA offers three categories of sponsorship:

1. Insurance Supplier Member

\$13,500**

Sponsorship benefits include:

- Acknowledgement in onsite program and online program
- Acknowledgement in Welcome Reception
- Additional and enhanced signage during the conference and acknowledgement from mainstage
- One designated space inclusive of 6' exhibitor table and 2 chairs
- Access to pre-conference registration rosters 7 days prior to the conference
- Registration for 2 representatives to attend the CAILBA National Conference & AGM – additional passes can be purchased at a special rate of \$599

2. Industry Vendor Member

\$6,500**

Sponsorship benefits include:

- Acknowledgement in onsite program and online program
- Acknowledgement in the Welcome Reception
- Signage during the conference and acknowledgement from mainstage
- One designated space inclusive of 6' exhibitor table and 2 chairs
- Access to pre-conference registration rosters 7 days prior to the conference
- Registration for 1 representative to attend the CAILBA National Conference & AGM – additional passes can be purchased at a special rate of \$599

3. Industry Affiliate Member

\$3,000**

Sponsorship benefits include:

- Acknowledgement in onsite program and online program
- Acknowledgement in Welcome Reception
- Signage during the conference and acknowledgement from mainstage
- One designated space inclusive of 6' exhibitor table and 2 chairs

By completing and submitting this Contract, you are making a formal application for sponsorship which will become binding upon confirmation from CAILBA. The *Main Contact is the person who will receive all mailings, emails, attendee lists and The Tradeshow details.

Company Name: _____

Main Contact*: _____

Email Address: _____

Phone Number: _____

Full Address: _____

Please select one of the Sponsorship categories below:

- Insurance Supplier Member** **\$13,500****
- Industry Vendor Member** **\$ 6,500****
- Industry Affiliate Member** **\$ 3,000****

*** HST to be added to the above fees*

Please complete the following questions:

- Yes** **No** **We give permission to provide a link from the CAILBA website to our company website.**
- Yes** **No** **We wish to have our company appear as a sponsor on the CAILBA website and all other applicable print and digital materials.**
- Yes** **No** **We wish to utilize designated space at The Tradeshow.**

Information and Regulations:

1. Contract to Sponsor

The receipt by CAILBA of a signed Sponsor Contract with the appropriate fee will constitute a binding contract. CAILBA reserves the right to reject any Contract for any reason. If any Sponsor changes management or is purchased by another company, this Agreement becomes binding on such company.

2. Cancellation

In the unlikely event CAILBA cancels this Event; CAILBA will refund the Sponsorship fee in full.

Should a sponsoring company need to cancel, the cancellation policy is as follows. If cancellation is:

- More than 120 days out, 75% monies paid will be refunded.
- Less than 120 days out, but still more than 60 days out, 50% of monies paid will be refunded.
- Less than 60 days out, no refund will be issued.

3. Shipping and Receiving; Installation and Dismantling

For these details please see the Fairmont Exhibitor Information document attached.

Setup of the Tradeshow occurs on Monday, June 3rd, 2019 from 2:00 PM – 4:00 PM PT. All setup must be assembled, staffed and operational by 5:00 PM PT on Monday, June 3rd, 2018. Sponsors may begin to dismantle their setup on Wednesday, June 5th, 2019 after 11:00 AM PT. Dismantling of booths must be completed by 2:00 PM PT on Wednesday, June 5th, 2019. No setups shall be packed, removed, or dismantled prior to the closing of the CAILBA Annual General Meeting without written permission to the CAILBA Management. Please note, setup times may be subject to change. CAILBA will inform you directly for any changes at least 30 days in advance of the event date.

4. Signage and Display

Sponsor is responsible for providing signage and display materials for use in its designated space. A skirted 6' banquet table and 2 chairs will be provided to the Sponsor. Any additional display, AV, and electrical needs must be submitted in writing to CAILBA so arrangements can be made directly with the Conference AV hotel provider.

5. Sponsor Operation and Conduct/Right of Entry and Inspection

Sponsors may schedule private functions or meetings as long as it does not conflict with officially scheduled CAILBA events during the conference dates of June 3rd – June 5th, 2019. If you are planning an event within these dates you must receive written approval from the CAILBA Executive Director, Clementine Peacock.

6. Fire Regulations

All applicable fire laws must be strictly observed. Wiring must comply with local fire department and underwriters' rules. Aisles, fire exits and fire protection equipment must not be blocked by Sponsors. Decorations and displays must either be of nonflammable material or must be treated for fire prevention by an approved method.

7. Liability and Insurance

This Agreement shall not constitute or be considered a partnership, employer-employee relationship, joint venture or agency between CAILBA and Sponsor. The Sponsor hereby agrees to and does indemnify, hold harmless, and defend CAILBA, its officers, directors, employees, agents, affiliates, and subsidiaries from and against any and all liability, responsibility, loss, damage, cost, or expense of any kind whatsoever (including but not limited to cost, interest and attorney's fees) which any Indemnified Party may incur, suffer, be put to, pay or be required to pay, incident to or arising directly or indirectly from any act or omission by Sponsor or any of its employees, servants, or agents. The Sponsor further agrees that the Indemnified Party shall not be responsible in any way for damage, loss or destruction of any property of Sponsor or injury to Sponsor or its representatives, agents, employees, licensees, or invitees. The Sponsor agrees to obtain Commercial General Liability and Property insurance to be in effect during the dates of the Tradeshow, including move-in and move-out days, and shall furnish a certificate of insurance to CAILBA only if requested. Said limits of insurance shall be in an amount of not less than \$1 million per occurrence and \$2 million in aggregate. The Sponsor agrees to waive the right of subrogation by their insurance carriers to recover loss sustained under the respective insurance contracts for real and personal property.

Please complete and return all pages of this contract to info@CAILBA.com

Attention: Clementine Peacock, Executive Director

Company: _____

Main Contact: _____

Signature: _____

Date: _____

** By signing, I indicate I have read and will abide by the above Regulations.*