

CAILBA 2018 National Conference & AGM

Fairmont Le Château Frontenac

Québec City

May 28th to 30th, 2018

SPONSORSHIP CONTRACT

The **Canadian Association of Independent Life Brokerage Agencies (CAILBA)** will hold its National Conference and Annual General Meeting (AGM) at the Fairmont Le Château Frontenac, Québec City, from May 28th to 30th, 2018.

The Canadian Association of Independent Life Brokerage Agencies (CAILBA) is the single voice for the Managing General Agencies (MGA) across Canada. We are a National industry association that works alongside our members to stay up-to-date with compliance and regulatory obligations.

The National Conference and AGM has become an integral part of CAILBA. In 2017, over 250 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, May 28th at 5:00 pm during Welcome & Cocktail Receptions. The Tradeshow will also be showcased during all refreshment breaks over the course of the event.

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*

	MGA	Insurance Supplier Member	Industry Vendor Member	Industry Affiliate
Annual Membership	\$2,500	\$3,125	\$3,125	\$2,500
Sponsorship Fee	N/A	\$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 Wi-Fi access at the Tradeshow
- 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 \$449

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 Wi-Fi access at The Tradeshow
- 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 \$449

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 Wi-Fi access at The Tradeshow
- Registration for 1 representative to attend the CAILBA National Conference & AGM

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*

New Members: CAILBA to send one invoice for Annual Membership Fee and Corporate Sponsorship

Yes **No**

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 Exhibit Guide and Shipping Policies enclosed in this package.

Setup of the Tradeshow occurs on Monday, May 28th, 2018 from 2:00 PM – 4:00 PM ET. All setup must be assembled, staffed and operational by 5:00 PM ET on Monday, May 28th, 2018. Sponsors may begin to dismantle their setup on Wednesday, May 30th, 2018 after 11:00 AM ET. Dismantling of booths must be completed by 2:00 PM ET on Wednesday, May 30th, 2018. 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, standard banquet table, access to standard electric outlet, and wireless internet access 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 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 May 28th – May 30th, 2017. Please contact CAILBA Executive Director, Clementine Peacock, to make arrangements with the Hotel and to ensure private functions are appropriate.

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.*