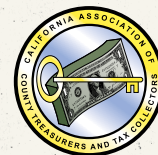




JUNE 12-15
TENAYA LODGE
AT YOSEMITE



CACTTC 2018 CONFERENCE REMINDERS/CHECKLIST

☐ **SPONSORS AND VENDORS**

Register your attendee(s) for the conference on-line at: CACTTC.org by May 4, 2018 to be included on the printed attendee list

- Sponsors & Vendors are invited to all meal and social functions

☐ **HOTEL INFORMATION**

Make your hotel reservation by May 12, 2018 for a guaranteed rate of \$199 per night (not including tax and fees and is subject to availability)

- A \$15 resort fee per day will be added to your hotel reservation
- Must cancel hotel reservations 7 days prior to avoid fees

☐ **PRINTED MATERIALS**

To be included in the conference printed materials the deadline for submission is May 4, 2018

- Please provide via email to sarah@shawyoderantwih.com the following information:

- 1) Sponsors & Vendors: Company logo in JPEG or GIF format
- 2) Sponsors only: Your advertisement per your sponsorship level

Advertisement specs are listed on the CACTTC website: CACTTC.org

☐ **TOTE BAG INSERT (NO PAPER)**

Must arrive to the CACTTC office by May 4, 2018

- All sponsors and vendors may contribute items (300)
- Ideas/Suggestions: flash drive, cell phone micro fiber cleaning cloth, pen styles, first aid kit, chap stick, monitor & keyboard cleaner, letter opener, USB wall charger
- Ship to:
CACTTC/Tote Bag Items
C/O: Sarah Wagerman
1415 L Street, Ste. 1000
Sacramento, CA 95814

☐ **PASSPORT DRAWING**

- All sponsors and vendors may contribute an item for the Passport Drawing (prizes must be \$49.99 or under to comply with FPPC regulations)
- Ideas: Gift Cards—Target, Starbucks, company logo wear, etc.
- Mail to: CACTTC Headquarters by May 4, 2018 or bring it with you
CACTTC/Passport Drawing
C/O: Sarah Wagerman
1415 L Street, Ste. 1000
Sacramento, CA 95814