

# 2019 ANNUAL CONVENTION EXHIBITOR INFORMATION

The CECU Annual Convention is the largest event in the postsecondary career education sector. Don't miss this opportunity to connect with individuals in the sector. We have planned several food and beverage functions that will take place in the exhibit hall this to maximize foot traffic and opportunities to actively engage with attendees.

## - IMPORTANT DATES -



### REGISTRATION

November 16, 2018 - Deadline for early booth booking if securing a 10x20 or 20x20 booth

November 27, 2018 - Registration begins for Allied Plus Members

December 4, 2018 - Registration begins for Allied Members

December 11, 2018 - Registration begins for the general public

### INSURANCE

April 12, 2019 - Certificate of Insurance due to CECU

### CONVENTION EXHIBIT HALL SCHEDULE

June 2, 2019 - 5:00 - 7:00 pm

June 3, 2019 - 7:30 am - 7:00 pm

June 4, 2019 - 7:30 am - 7:00 pm



## - COSTS -

### CECU MEMBER REGISTRATION COSTS

	EARLY	REGULAR	LATE
10x10	\$2,800	\$3,200	\$3,300
Corner/End	\$3,000	\$3,500	
10x20	\$5,200	\$6,000	
20x20	\$11,000	\$12,000	
Addt'l Exhibitor	\$550	\$550	\$650

### NONMEMBER REGISTRATION COSTS

	EARLY	REGULAR	LATE
10x10	\$4,000	\$4,500	\$4,600
Corner/End	\$4,200	\$4,700	
10x20	\$7,700	\$8,700	
20x20	\$15,000	\$17,000	
Addt'l Exhibitor	\$700	\$700	\$800

INTERESTED  
IN RECEIVING  
OUR MEMBER RATE?  
CONTACT CECU STAFF  
ABOUT MEMBERSHIP AT  
[EVENTS@CAREER.ORG](mailto:EVENTS@CAREER.ORG).

# 2019 ANNUAL CONVENTION EXHIBITOR REGISTRATION GUIDE

**1** Click registration link found in email (Allied & Allied Plus members). December 11th, link will be public on our Convention website.

**2** Arrive to Exhibitor Registration site, click "REGISTER NOW" button.

**3** Scroll down to view Exhibit Hall floor plan. Use the mouse and/or controls at the right of the floor plan to zoom in and move the floor plan around. Hover over the booths to view which are available and the type of booth. If a booth has been reserved you will be able to see the company that has reserved it as well. Click the booth you would like to select. \*If you would like to book a 10x20 or 20x20 space please contact CECU directly at [events@career.org](mailto:events@career.org) or 571-800-6521.

**4** Confirm the type of booth selected and your booth number. Click "Continue".

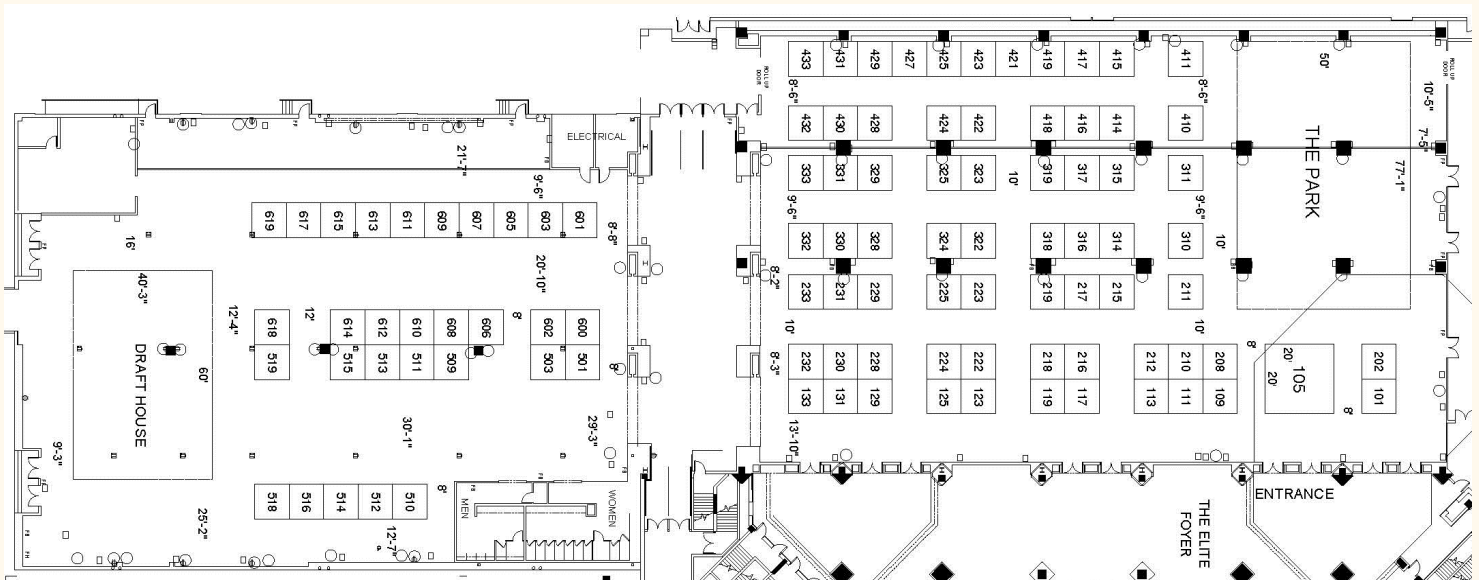
**5** Select Member or Non-Member. This will show you the total cost for this booth selection. The member status you select will be verified throughout the registration process. Click "Continue".

**6** Complete "Attendee Information" for the booth contact person.  
- Email, name, title, company, address, phone  
Complete "Company & Booth Information".  
- Select up to 3 categories, company description & logo, booth setup, review exhibitor agreement

**7** Submit payment (Check, PayPal, American Express, Discover & Visa). Click "Make Payment".

**8** Print receipt/invoice for your records. Please note that this is NOT a final confirmation. You will receive a confirmation for the booth request and a FINAL CONFIRMATION from CECU via email.

## 2019 CECU Convention Exhibit Hall Floor Plan



\*Exhibit Hall Floor Plan is subject to change. Final layout will be available on the exhibit booth registration site.\*