

# Exhibiting Opportunities



**CES** · OTTAWA  
**2014** · **SCÉ**

35<sup>TH</sup> EVALUATION CONFERENCE · 35<sup>È</sup> CONGRÈS D'ÉVALUATION

# Canadian Evaluation Society

## 35 Years: Celebrating Contributions to Canadian Evaluation

The Ottawa Convention Centre      June 15-18, 2014

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The Canadian Evaluation Society (CES) cordially invites you to participate in and support its annual conference, which will be hosted by the National Capital Chapter, to be held June 15 – 18 2014 at the Ottawa Convention Centre (OCC).

This annual event is the largest professional development event for evaluators in Canada and this year's conference is expected to attract an audience of up to 700 local, national and international participants.

### **ABOUT THE CANADIAN EVALUATION SOCIETY**

A two-thousand member strong organization, the Canadian Evaluation Society (CES) is a non-profit association that is dedicated to enhancing and promoting professional and ethical evaluation practices. Evaluation is a multi-disciplinary field with broad applications in many areas including government, health care, education, and non-profit organizations across Canada.

The CES strives to advance evaluation theory, knowledge, and practice through leadership, advocacy, and professional development.

**This year's theme is *35 Years: Celebrating Contributions to Canadian Evaluation*.**

Exhibiting at CES C2014 is an affordable way to connect with conference attendees active in the field of evaluation. Exhibitors provide a vital service in helping conference attendees learn about evaluation-related products and services. Our exhibiting packages start at just \$750 + HST.

# Exhibiting

Exhibits will be presented as tabletop displays in high traffic areas on the main conference level near registration. Each 6 foot (1.8 meter) table will be provided with one chair, which can be placed beside the table or behind.

## CES – C2014 Exhibiting Benefits

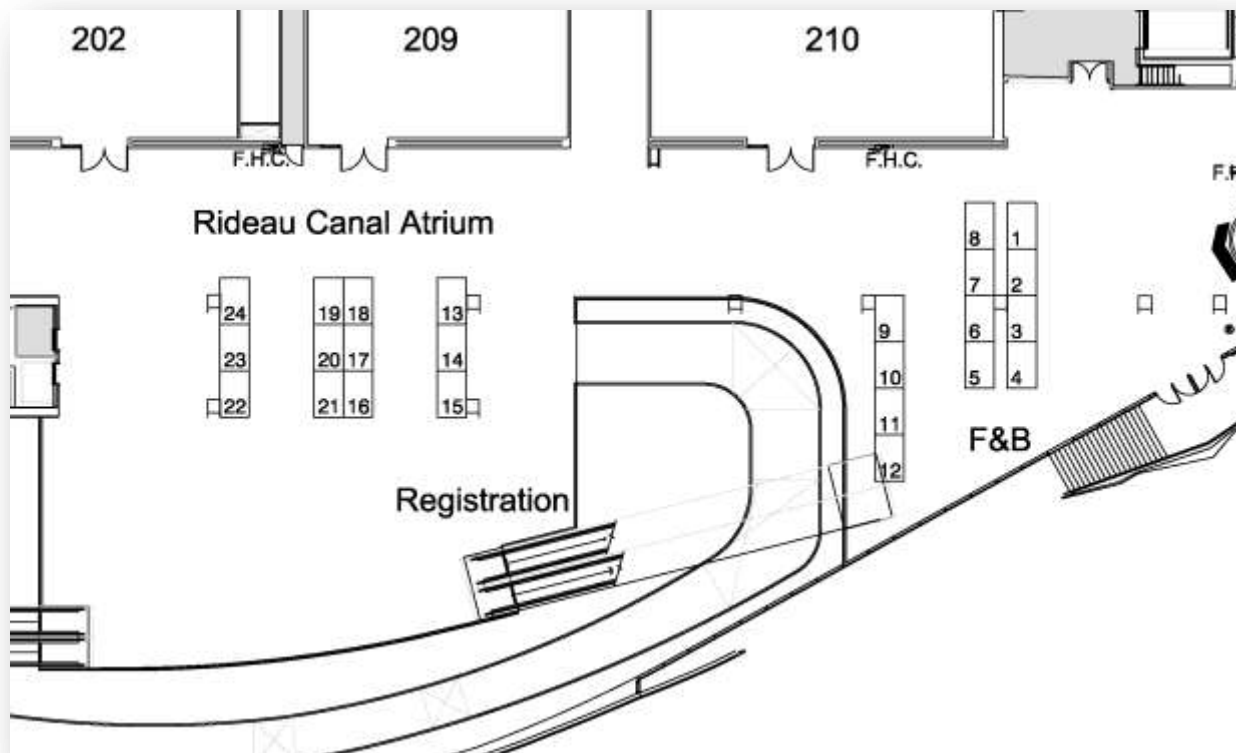
- 8 foot wide by 5 foot deep (2.4 x 1.5 meter) display space
- 6 foot by 30 inch (1.8 x 0.7 meter) display table with accompanying chair
- 1 accreditation pass for display staff only (no access to conference sessions)
- Centralized exhibit location
- Listing on the Conference website with 100 word description, logo and corporate website
- Daily designated health breaks
- Opportunity to upgrade the accreditation pass to a full Conference registration for only \$300 + HST.

## Exhibiting Hours

Open and Staffed		Peak Traffic Opportunities	
Monday	<b>8:00 am – 5:30 pm</b>	Pre-Session Mingling:	08:00 – 08:30
June 16th		Morning Health Breaks	10:30 – 10:45
		Lunch (free time for participants)	12:15 – 13:30
		Afternoon Health Breaks:	15:00 – 15:15
Tuesday	<b>8:00 am – 5:30 pm</b>	Pre-Session Mingling:	08:00 – 08:30
June 17th		Morning Health Breaks	10:00 – 10:15
		Afternoon Health Breaks:	15:30 – 15:45
Wednesday	<b>8:00 am – 10:30 am</b>	Pre-Session Mingling:	08:00 – 08:30
June 18th		Morning Health Breaks	10:00 – 10:15
		Afternoon Health Breaks:	15:30 – 15:45

# Floor Plan

This is a draft floor plan of the layout of exhibits on the second level of the Ottawa Convention Centre near the majority of meeting rooms. The local Organization Committee in its sole discretion will assign all exhibit spots.



# Costs

<b>Exhibit Type</b>	<i>Early Bird</i> Before March 1, 2014	<b>Regular</b> by May 15, 2014
<b>Standard</b> Exhibit Table Display with one display staff	<input type="checkbox"/> \$750 + HST	<input type="checkbox"/> \$850 + HST
<b>Upgraded</b> Exhibit Table Display with single full Conference registration	<input type="checkbox"/> \$1,050 + HST	<input type="checkbox"/> \$1,150 + HST

## CONTACT INFORMATION

If you have any questions regarding exhibiting opportunities please do not hesitate to contact:

Steve McKibbin at: [steven.mckibbin@ocdsb.ca](mailto:steven.mckibbin@ocdsb.ca).

# Exhibitor Agreement Form

PLEASE MAKE A COPY OF THIS FORM FOR YOUR RECORDS

We agree to provide this completed form, a 100-word description, a logo, and a URL link to our company on or before *Thursday, May 15, 2014*, by email, phone or fax to :

Lynn Burgess and/or Bonnie James  
Canadian Evaluation Society  
3-247 Barr Street  
Renfrew, Ontario K7V 1J6

Tel: +1 (855) 883-2363  
Fax: +1 (613) 432-6840  
[secretariat@evaluationcanada.ca](mailto:secretariat@evaluationcanada.ca) and/or  
[bonniejames@evaluationcanada.ca](mailto:bonniejames@evaluationcanada.ca)

Contact person: \_\_\_\_\_ Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Department \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

Province: \_\_\_\_\_ Postal code: \_\_\_\_\_

Telephone: \_\_\_\_\_

Fax number: \_\_\_\_\_

Email address: \_\_\_\_\_

Website \_\_\_\_\_

Twitter username: \_\_\_\_\_

**Type of Organization:**

- 
- |                                      |                                     |                                |
|--------------------------------------|-------------------------------------|--------------------------------|
| <input type="checkbox"/> Consultancy | <input type="checkbox"/> Non-profit | <input type="checkbox"/> Other |
| <input type="checkbox"/> Corporate   | <input type="checkbox"/> University | _____                          |
| <input type="checkbox"/> Government  |                                     |                                |
- 

**Product or service delivery area:**

- 
- |                                     |                                   |                                |
|-------------------------------------|-----------------------------------|--------------------------------|
| <input type="checkbox"/> Consulting | <input type="checkbox"/> Research | <input type="checkbox"/> Other |
| <input type="checkbox"/> Policy     | <input type="checkbox"/> Teaching | _____                          |
| <input type="checkbox"/> Management | <input type="checkbox"/> Software |                                |
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**Briefly describe materials that will be displayed at the booth:**

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**Identify specific planned exhibit giveaways:**

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**100-word description**

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- We will require electrical power at our own cost (estimated at around \$100; to be ordered separately through the Ottawa Convention Centre)

Payment is required by cheque or credit card upon submission of your Agreement Form.

## PAYMENT

If necessary, the CES Secretariat will send you an invoice, but the agreement will not be accepted until payment is received. Please make your check payable to the Canadian Evaluation Society. If payment is made by credit card, this name will appear on your statement.

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- Invoice / Purchase Order  
 Cheque enclosed (please make payable to: Canadian Evaluation Society)  
 PayPal (name and account number: \_\_\_\_\_)

**Credit card:**       American Express     Visa       MasterCard

**Card Number:** \_\_\_\_\_

**Expiry Date:** \_\_\_\_\_ **CCV<sup>1</sup>** \_\_\_\_\_

**Cardholder Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date authorized:** \_\_\_\_\_

<sup>1</sup>The Card Verification Value is a 4 digit numeric code on the front of American Express® cards. It is a 3 digit number on the back of VISA® and MasterCard® credit cards.