

# Exhibiting Opportunities



## Co-Creation: Integration, Transformation, Practice

Calgary, Alberta: May 26 – 29, 2018

The Canadian Evaluation Society (CES) cordially invites you to participate in and support its 2018 annual conference, which will be hosted by the Alberta and Northwest Territories Chapter at the Hyatt Regency Calgary from May 26 - 29.

This annual event is the largest gathering for evaluators in Canada, providing them with professional development at an unprecedented scale. This year's conference is expected to attract an audience of some 500+ local, national and international participants. A high level of interest is generated annually at CES national conferences, as demonstrated through the receipt of on average over 450 proposals for workshops and presentations. Please visit our website to review our outstanding keynotes and other program and conference related news items: [c2018.evaluationcanada.ca](http://c2018.evaluationcanada.ca) and follow us on Twitter [@CES\\_SCE\\_c2018](https://twitter.com/CES_SCE_c2018)

Our exhibitors and sponsors are an important part of the CES Conference. This is your opportunity to:

- Promote your organization to local, national, and international evaluators;
- Increase the visibility of your products and services; and,
- Demonstrate your support for evaluation in Canada.

Exhibiting at CES c2018 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 \$850 (+ GST).

### Yellowknife Post-Conference Event

May 31 – June 1, 2018

This year CES is trying something different and hosting an c2018 after-conference event in **Yellowknife, Northwest Territories**. Although the two events are closely linked, they are being treated as discrete for budgeting and exhibiting purposes.

For further information on the Yellowknife event and related exhibitor opportunities, please contact our co-chair, Debbie Delancey at: [ddelancey33@gmail.com](mailto:ddelancey33@gmail.com)



## THE CANADIAN EVALUATION SOCIETY

We are a professional association dedicated to advancing evaluation theory, knowledge and practice through leadership, advocacy and professional development for members and non-members (our mission). CES members include 1,700 professionals working in all levels of government in Canada, as well as in private and not-for-profit organizations, and internationally. To learn more about who we are, please download the CES membership infographic: [evaluationcanada.ca/sites/default/files/who-we-are.pdf](http://evaluationcanada.ca/sites/default/files/who-we-are.pdf)

## EXHIBITING AT THE CES 2018 CONFERENCE

Exhibits and demonstration booths will be presented as tabletop displays in high traffic areas.

For added exposure, daily health breaks will be offered near exhibition spaces.

Exhibit Type	Description
<p><b>1. Exhibit (tabletop display)</b> (14 opportunities available)</p>	<ul style="list-style-type: none"> <li>▪ <b>What it is:</b> Tabletop display and direct access to more than 400 local, national and international evaluation practitioners, researchers and users.</li> <li>▪ <b>What you get:</b> <ul style="list-style-type: none"> <li>/ 8 foot wide by 4-foot deep (2.4 x 1.2 meter) display space.</li> <li>/ 6 foot by 30 inch (1.8 x 0.7 meter) display table</li> <li>/ Two (2) accompanying chairs.</li> <li>/ Access to a regular power outlet and standard hotel WiFi.</li> <li>/ Listing on the Conference website with 100 word description, logo and corporate website.</li> <li>/ 2 accreditation passes for display staff only (no access to conference sessions)</li> </ul> </li> <li>▪ <b>Optional upgrade:</b> You have the opportunity to upgrade one accreditation pass to a full Conference registration for only \$300 (+GST). Full Conference registration ranges from \$579 to \$850 (+GST).</li> </ul>
<p><b>2. Demonstration space</b> (1 opportunities available)</p>	<ul style="list-style-type: none"> <li>▪ <b>What it is:</b> Featured space for service/product demonstration and direct access to more than 450 local, national and international evaluation practitioners, researchers and users.</li> <li>▪ <b>What you get:</b> <ul style="list-style-type: none"> <li>/ 9 foot wide by 9 foot deep (2.7 x 2.7 meter) display space.</li> <li>/ 6 foot by 30 inch (1.8 x 0.7 meter) display table</li> <li>/ Ten (10) accompanying chairs.</li> <li>/ Access to a regular power outlet and standard hotel WiFi.</li> <li>/ Listing on the Conference website with 100 word description, logo and corporate website.</li> <li>/ 2 accreditation passes for demonstration staff only (no access to</li> </ul> </li> </ul>



Exhibit Type	Description
	<ul style="list-style-type: none"> <li>conference sessions)</li> <li>/ Mobile app: 2 promoted posts</li> <li>/ Acknowledgement on Twitter with a photo.</li> </ul> <ul style="list-style-type: none"> <li>▪ <b>Optional upgrade – access to conference sessions:</b> You have the opportunity to upgrade one accreditation pass to a full Conference registration for only \$300 (+ GST). Full Conference registration ranges from \$579 to \$850 (+ GST).</li> </ul>

## EXHIBITING HOURS

Date	Hours	Peak Traffic Opportunities
Saturday May 26	5:00 pm – 9:00 pm 5:30 pm – 9:00 pm	<ul style="list-style-type: none"> <li>▪ Exhibitor move in</li> <li>▪ Opening Reception &amp; CESEF Silent Auction</li> </ul>
Sunday & Monday May 27 & 28	7:30 am – 6:00 pm	<ul style="list-style-type: none"> <li>▪ Pre-Session Mingling</li> <li>▪ Morning Health Break</li> <li>▪ Lunch (free time for participants)</li> <li>▪ Afternoon Health Breaks</li> </ul>
Tuesday May 29	7:30 am – 12:00 pm	<ul style="list-style-type: none"> <li>▪ Pre-Session Mingling</li> <li>▪ Morning Health Break</li> <li>▪ Conference Closing (Keynote Plenary)</li> </ul>

## COSTS

Exhibit Type	Select	Amount
Standard Exhibit Table <i>Display with two display staff</i>	<input type="checkbox"/>	\$850 + GST
Upgraded Exhibit Table <i>Display with one full Conference registration</i>	<input type="checkbox"/>	\$1,150 + GST
Demonstration space <i>Space with two display staff</i>	<input type="checkbox"/>	\$1,500 + GST
Upgraded Demonstration Space <i>Display with one full Conference registration</i>	<input type="checkbox"/>	\$1,800 + GST



## OTHER NEEDS OR EXHIBIT IDEAS?

“ We are happy to co-create your ideas with you for an alternative exhibit opportunity – one that better suits your needs or interests. Please be in touch and we will plan together. ”

*Kate Woodman and Frédéric Bertrand*

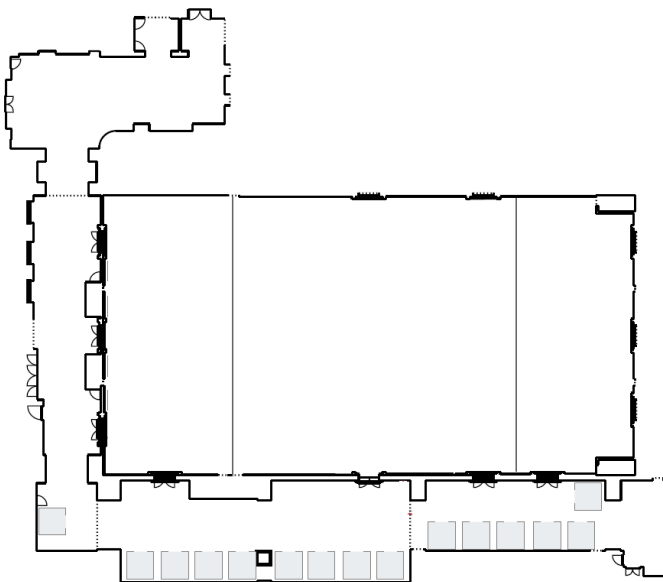
Please contact us at: [sponsorships@evaluationcanada.ca](mailto:sponsorships@evaluationcanada.ca)

## VENUE

The Conference is at the Hyatt Regency Calgary and the exhibitor space will be in the foyer near the main presentation rooms.

The Hyatt Regency Calgary Foyer where Exhibitors and Refreshment breaks will be during Conference.

## FLOOR PLAN OF EXHIBITING AREA





## CONTACT INFORMATION

If you have any questions regarding sponsorship and exhibiting opportunities, please do not hesitate to contact **Kate Woodman** (CES 2018 Calgary Conference Sponsorship Planning Sub-Committee), or **Frédéric Bertrand** (CES Sponsorship Working Group) at: [sponsorships@evaluationcanada.ca](mailto:sponsorships@evaluationcanada.ca)

## STEPS FOR EXHIBITORS

1. Confirm your selection of level of sponsorship to **Kate Woodman** or to **Frédéric Bertrand** at: [sponsorships@evaluationcanada.ca](mailto:sponsorships@evaluationcanada.ca)
2. Forward your payment and completed Exhibitor Agreement Forms (attached) to **Mélina Menard**, the Canadian Evaluation Society secretariat at: [melinamenard@evaluationcanada.ca](mailto:melinamenard@evaluationcanada.ca)
3. Once your payment is processed, Ms. **Terrilyn Chao** from eVoque event management group ([terrilyn@evoque.ca](mailto:terrilyn@evoque.ca)) will contact you to confirm the promotional material to be provided under the agreement and to offer any logistical support.

# Exhibitor Agreement Form

Please complete this form and send it by e-mail or fax to:

**Mélina Menard**

Canadian Evaluation Society  
P.O. Box 370 - 3-247 Barr Street

Renfrew, Ontario K7V 1J6

Tel: +1 (855) 251-5721

Fax: +1 (613) 432-6840

[melinamenard@evaluationcanada.ca](mailto:melinamenard@evaluationcanada.ca)



Canadian Evaluation Society

Société canadienne d'évaluation



## EXHIBITOR INFORMATION

Contact person:

Title:

Organization (full name):

Organization (name to be used in conference material/ web site):

Department:

Address:

City:

Province:

Postal code:

Telephone:

Fax number:

Email address:

Website:

Twitter Username:



## EXHIBITOR INFORMATION

### Type of Organization:

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

### Product or service delivery area:

<input type="checkbox"/> Consulting	<input type="checkbox"/> Research
<input type="checkbox"/> Policy	<input type="checkbox"/> Teaching
<input type="checkbox"/> Management	<input type="checkbox"/> Software
	<input type="checkbox"/> Other: _____

### Briefly describe materials that will be displayed at the booth:

### Identify specific planned exhibit giveaways:

### 100-word description in English for the conference web site and mobile app:

### 100-word description in French the conference web site and mobile app (optional):





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<b>Demonstration space</b> <i>Space with two display staff</i>	<input type="checkbox"/>	\$1,500 + GST
<b>Upgraded Demonstration Space</b> <i>Display with one full Conference registration</i>	<input type="checkbox"/>	\$1,800 + GST

## METHOD OF PAYMENT

Payment is required by cheque or credit card upon submission of your Agreement Form. The CES Secretariat will send you an invoice if required, but the agreement will not be deemed as accepted until payment is received. Make cheques payable to Canadian Evaluation Society. This name will appear on credit card statements if paying by credit card.

- Invoice / Purchase Order
- Cheque enclosed (make payable to: Canadian Evaluation Society)
- MasterCard
- Visa

Credit Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

Card Code  
Verification  
(CCV)<sup>1</sup>

Name on Credit Card: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Date of authorization: \_\_\_\_\_

<sup>1</sup> 3 digit card security code located on the back of VISA® and MasterCard® cards.