



**California Library Association
110th Annual Conference & Exhibition
San Jose McEnergy Convention Center**

Conference Dates: November 14 - 17, 2008 • Exhibition Dates: November 14 - 16, 2008

Sunrise Seminar Application

On Sunday, November 16 from 7:30 – 8:45am, a limited number of meeting rooms will be available to exhibitors for conducting professional and educational presentations. There is no set format for the seminars. They can be audiovisual presentations, panel discussions, individual speaker presentations, or demonstrations. Seminars are to be conducted over breakfast, which is the responsibility of the exhibitor.

All sessions will be assigned on a first-come, first-served basis. Each room will be arranged in theater style seating and an easel for your company sign at the door will be provided upon request. For a small fee, CLA will provide a company sign for you. **No changes in room setups can be accommodated.** CLA will provide information on the rental of audiovisual equipment and catering for the session, which are both at your expense.

A description of your Sunrise Seminar will appear in the CLA 2008 *Official Program*, or program addendum, depending on submission date.

For paid CLA exhibitors only -- please use one sheet per seminar request.

Cost

The cost for reserving a room and a program description in the Official Program is \$500. For exhibitors who order an equivalent amount of food and beverage service, a \$400 credit will be applied. For current CLA Business Members, the entire \$500 fee will be waived. **Payment must be received prior to the conference.**

Signage

Yes, we need a company sign from CLA. (Cost \$45) No, we will provide our own sign.
If signage is required, our sign should read (five-word limit):

Program Description

Our 50-word description for the program follows exactly as we would like it to appear (please type or print; attach an additional sheet if necessary):

Food & Beverage

Menus and ordering information will be sent upon confirmation of session. This cost is the responsibility of the exhibitor.

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