



COLEGIO DE
ARQUITECTOS Y
ARQUITECTOS PAISAJISTAS
DE PUERTO RICO

Welcome to the ArquiEXPO, at El Conquistador Resort in Fajardo!

June 03 & 04, 2022

We're excited about your decision to join us as an Exhibitor in our 44th Annual Assembly and Convention. Your company will be able to present your products and services to a wide range of influencer and key decision makers in the construction and design industry in Puerto Rico, and the Caribbean.

We invite 1,100 professionals in the disciplines of Architecture and Landscape Architecture to participate in activities including exhibitions, seminars, conferences, and other social gatherings.

For two (2) days, our architects will have the opportunity to learn about your products and services.

Please fill out this form to select your Company's exhibition space(s), and any sponsorship opportunities you want. This form will be your contract, and the final invoice will be created from your choices here.

For more information, please contact Janette Correa at 787.724.1213, Ext. 103, jcorrea@caappr.org. Thank you for your patronage in making this event possible!

To see the floor plan, visit www.caaappr.org.

SPONSOR

Please select all the sponsorship options that interest you. Final invoice will be prepared considering availability of sponsorships.

\$1,500 _ One (1) Exhibition space 10' x 10'

\$2,500 _ One (1) Exhibition space 8' x 20' (*East Foyer*)

- + Two days of exhibition (June 03 & 04, 2022).
- + Dividers for exhibition space.
- + Electrical outlet 120V.
- + Participate in a raffle for architects, by contributing articles or products of your company. It will take place on Saturday, June 04, 2022.

\$4,000 _ One (1) Exhibition space 10' x 10' and *Lounge Area*

Stop & Learn _ Three (3) seminars for 30 minutes.

\$4,000 _ One (1) Exhibition space 8' x 20' (*Entrance Foyer*)

Happy hours _ **Friday, June 03, 2022.**

- + Two days of exhibition (June 03 and 04, 2022).
- + Four (4) lunch tickets.
- + Digital Advertising in plasma screen in the registry area.
- + Dividers for exhibition space.
- + Electrical outlet 120V.
- + Participate in a raffle for architects, by contributing articles or products of your company. It will take place on Saturday, June 04, 2022.



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\$1,500 _ Cocktail (Booths Area).

\$35 _ Lunch Tickets. Please, include amount of tickets you desire: _____

\$175 _ Rental two (2) tables and two (2) chairs set (for exhibition days).

\$200 _ Digital Advertising in plasma screen in the Registry area.

OTHER SPONSOR

\$2,000 _ Buffet Lunch Sponsor (Four (4) lunch tickets for buffet and use of screen during lunch hours to include visual promotion).

\$2,000 _ Convention Bag and Literature Insert.

\$1,500 _ T-shirt Sponsor (Distribution of promotional material in convention bag).

\$1,500 _ Coffee Break (Company banner in the coffee break area).

\$1,500 _ Entrance Program Banner.

\$1,500 _ Hotel Technical Seminar.

\$1,000 _ Virtual Technical Seminar _ Pre-Convention (May 16 to 27, 2022).

\$1,000 _ Breakfast (Company Banner in the coffee break area).

\$1,000 _ Wayfinding Signage (Exhibition Area and Reception Lobby).

\$500 _ Advertisement on Pre-Convention Brochure Digital.

\$500 _ Convention Bag Literature Insert.

\$500 _ Logo on Floor Plan.

\$500 _ Mobile Device Charging Station (Exhibition Area).

\$500 _ CAAPPR Kids Camp.

\$500 _ Advertisement on bathrooms (Grand Caribbean Ballroom).

\$500 _ CAAPPR Website Sponsorship (www.caappr.org) [Must be a sponsor of ArquExpo 2022.]

With your sponsorship of five-hundred dollars (\$500.00), your company logo will be included in our main website page, for a period of three (3) months.

\$700 _ CAAPPR Website Sponsorship (www.caappr.org) [Must be a sponsor of ArquExpo 2022.]

With your sponsorship of seven-hundred dollars (\$700.00), your company logo will be included in our main website page with a link to your company website, for a period of three (3) months.



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HOTEL RESERVATION

Cost per night \$219 + Fees and Taxes

Booking ID: 316

Link: <https://reservations.travelclick.com/110716?groupID=3383532>

El Conquistador Reservation Team

Tel: 787-863-1000

E-mail: reservations@elconresort.com

Web: conquistadorresort.com



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DIRECTORY LISTING ENTRY

Company Name

Company Website

Postal Address

Zip Code

Contact Representative (*Full Name*)

Contact Telephone

Office Telephone

Contact E-mail

Product and Service Description

Please provide a concise description of your business, product, or services for the purpose of classification in our Directory.

Note: Two (2) sentences are required.

EXHIBITION SPACE SELECTION

Select your desire exhibition space(s)

#

Select a second option for your desire exhibition space(s)

#



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PAYMENT INFORMATION

Visa	Master Card
Name on Card:	Card Number:
Card Security Code:	Expiration Date: (MM/DD/YYYY)
Check (made out to CAAPPR) P.O. Box 41176 San Juan, PR 00940-1176	

I certify that I've read the terms and conditions exposed for the aforementioned activities and as a authorized representant of this company validate this contract.

_____ Authorized Representative Signature	_____ CAAPPR Sales Representative
_____ Date	_____ Date



TERMS AND CONDITIONS / ASSEMBLING & DISMANTLING

If assembling and dismantling of exhibition spaces is required, they must be completed during the established time frame. It must not affect other exhibitors or activities coordinated by CAAPPR. A fine equivalent to the cost of the exhibition space will be automatically imposed if the exhibit has not been cleared. The exhibitor will be responsible for all expenses incurred by CAAPPR in the collection of said fine, including attorney, stamps, trail, among others.

Loading and unloading activities should be coordinated with the staff of CAAPPR. The participating company has to bring their own equipment and personnel to do the loading and unloading, assembling and dismantling of all their equipment, displays, exhibition material, etc. The obstruction of any exit with equipment, displays, exhibition material and / or garbage is prohibited at all times.

If the exhibitor or sponsor does not claim or occupy the space in the indicated date, CAAPPR has the option to terminate the contract and give the space to another exhibitor, in which case the exhibitor is not entitled to reimbursement for the sum previously paid.

The exhibitor or sponsor will take into consideration that the side walls of the selected area may not exceed eight feet (8') height and must have a proper termination. The height of the exhibition space and decorative elements should not exceed 8 to 10 feet tall. Any variation to this provision must be submitted to CAAPPR for evaluation. It is required that your presentation stays within the limits of the selected space provided in this document.

The CAAPPR reserves the right to request removal of any item that exceeds the limits of the exhibition space, which is considered a physical obstruction in the circulation area and public spaces or affecting the operation of the adjacent exhibition spaces.

The exhibitor agrees to maintain control of their allocated space at the time of installation and will not interrupt the installation of neighboring exhibitors. Any other expenses that the exhibitor deems necessary for the installation and operation of its exhibit shall be their sole responsibility.

The exhibitor must carry out the assembly of their display without using nails, screws, staples, tape, velcro, etc. on walls or floors, the use of paint or similar materials are strictly prohibited since they may damage the facilities.

The mounting of display or samples must be completed on Thursday, June 02, 2022, between 8:00 a.m. and 6:00 p.m. Dismantling must be completed on Saturday, June 04, 2022, only after 7:00 pm.

The exhibitor will be responsible for any charges by not complying with the time of removal.



LIMITATIONS & RESPONSIBILITIES

CAAPPR reserves the right to reject or prohibit any sponsorship or part thereof; including without it being considered a limitation, any person, article, printed material, catalog, or that in the opinion of CAAPPR it is not appropriate or consistent with the nature of the sponsorship.

CAAPPR reserves the right to restrict and / or limit the operation of any activity that might be objectionable to the sponsor or to the general public by physical obstruction, excessive noise or any other reason. The exhibitor or sponsor may not engage in activities that conflict with technical seminars or any other official CAAPPR activity.

CAAPPR PROHIBITS THE FOLLOWING ACTIVITIES

- a. The distribution of stickers and other adhesive promotional on the premises. The cost of removing any sticker will be billed to the exhibitor or sponsor.
- b. The presence of glass containers without prior consent.
- c. The presence of children and young people under 16 in the loading and unloading area for assembly and dismantling.
- d. The use of glitter or "confetti" in the facility. The cost of cleaning will be billed to the exhibitor or sponsor.
- e. The use of passenger elevators and escalators to move cargo or equipment. Installation of banners is not permitted unless authorized by CAAPPR as part of the sponsorship. CAAPPR will not permit any other promotional gadgets such as portable TV Screen in backpacks or video projection outside of the exhibitors required space unless authorized beforehand. No exhibitor may assign, sublet, or divide any part of their exhibit space with another company. Food or drinks are not allowed in the exhibition spaces unless the corresponding payment has been made.

INSURANCE & PERMITS

The CAAPPR is not responsible, nor does it guarantee the exhibitors or sponsors the safety of their equipment, materials, products, or services to be exhibited in case of fire, accident, theft, other damage, or loss that occurs and/or any other circumstances beyond CAAPPR control.

The exhibitor or sponsor shall be liable for any damages arising from its display to visitors, facilities or areas designated for display during the Convention and shall indemnify the CAAPPR for any liability arising from its display or participation in the Convention.

The exhibitor releases the CAAPPR of any liability arising from fault or negligence of the exhibitor or sponsor, its agents, employees and shall indemnify the CAAPPR any loss or expense incurred by the CAAPPR by reasons of that fault or negligence.



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CANCELLATION OF ACTIVITIES

In the event that any activity is canceled because of hurricane or other weather events, drought or other unforeseeable circumstances or mayor force, this agreement will be terminated immediately, in which case the CAAPPR exhibitor or sponsor will reimburse the twenty five percent (25%) of the amount paid upon the cancellation. Provided, however, that if interested and is requested in writing by the exhibitor or sponsor towards the CAAPPR, this contract will remain in force for a future date in which the activity or other activity would be held.

Powered by Agreement of Terms & Conditions

By checking the next box, you agree to the terms and conditions of this agreement.

I Accept

Authorized Representative Name

Date