

Welcome to the ArquiExpo

We're excited for you to join us as
an Exhibitor in our 45th Annual
Assembly and Convention at
El Conquistador Resort in Fajardo
on **June 08, 09 & 10, 2023.**

1,100 Professionals
62 Spaces
3 Days

We're excited about your decision to join us as an Exhibitor in our 45th 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.

1k

This year, by being part of our Annual Convention, you have the opportunity to add co-sponsorship in the following annual activities of the CAAPPR during the year 2023, for a value of **\$1,000**.

1

April 17-22

Landscape Architecture
Week

Which allows you:

1- One-hour virtual technical seminar on our ZOOM Platform with learning units accreditation for architects, in addition the email addresses of all participants is shared.

2- Logo of your company in all the promotions of the Event, the logo will also be included in our official calendar on our WEB Page.

3- Promotional table and mention of sponsorship during the Event.

2

May 15-20

Conservation of
Architectural Heritage

3

September 05-09

Architecture Week SA23

4

December 01

Photography Awards for
Calendar 2024

5

December 09

Parrandón Christmas
Party

dates:

JUN

/08

May 23,24,30,31 – 4 hrs. HSW

11:30am-12:30pm Pre-Convention Virtual Seminars
(via Zoom)

Thursday – 1.5 hrs.

8:30am-6:00pm Bar Exam Review Courses
8:00am-6:00pm Display Assembly
6:00pm-10:00pm Conference and Biennial Architecture
and Landscape Architecture Awards

JUN

/09

Friday – 4.5 hrs.

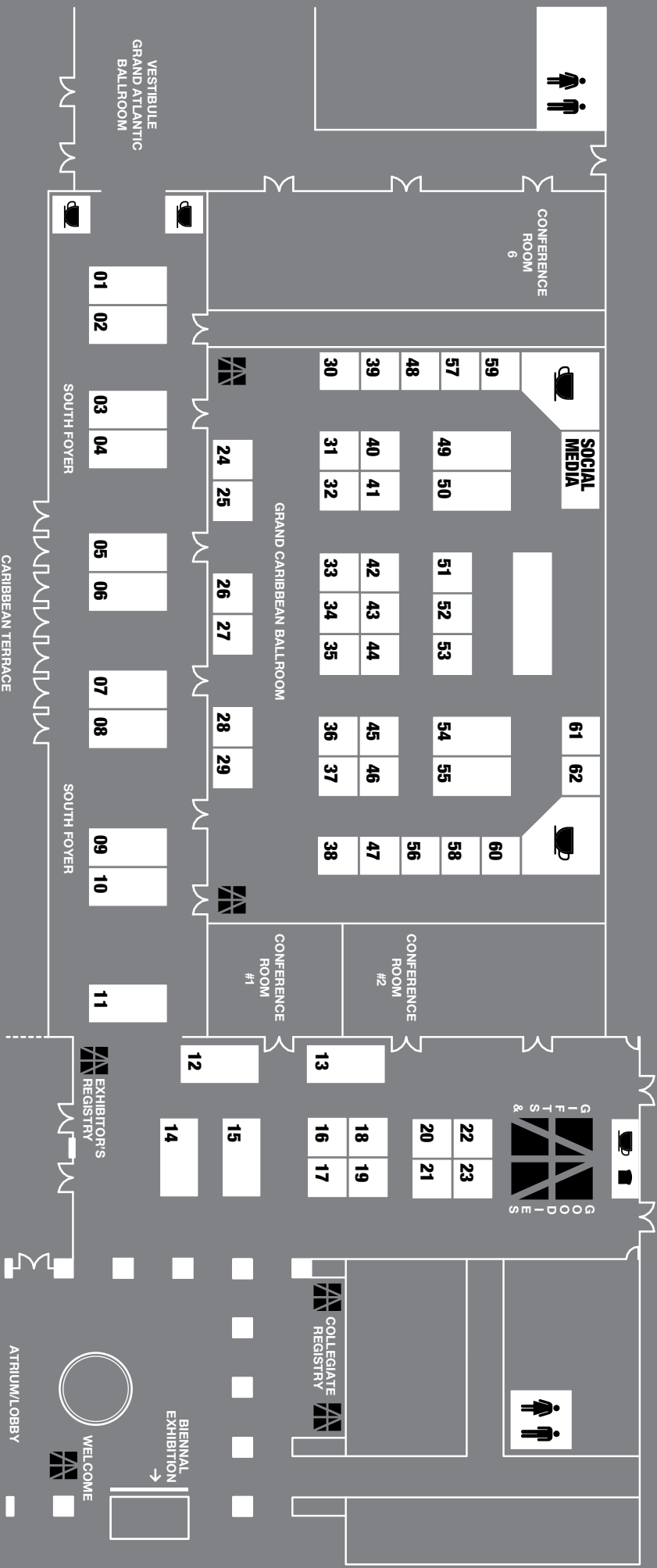
8:30am-6:00pm Bar Exam Review Courses
9:00am-10:30am Keynote
10:30am-11:30am Exhibitor's Visit + Coffee Break
11:30am-1:00pm Conference
1:00pm-4:00pm Lunch + Exhibitor's Visit + Happy Hour
4:00pm-5:30pm Conference
6:00pm-10:00pm Gala 45th

JUN




/10


Saturday – 3 hrs.

8:30am-11:00am Bar Exam Review Courses
3:00pm-6:00pm Bar Exam Review Courses
9:00am-10:00am Keynote
10:00am-11:00am Exhibitor's Visit + Coffee Break
11:00am-1:00pm Annual Assembly
1:00pm-4:00pm Lunch + Exhibition Visit + Happy Hour
4:00pm-6:00pm Conference
6:00pm-9:00pm Closing Event



KEY:

-  REGISTRY CAAPPR
-  BOOTH 10' x 10' - \$1,800.00
-  BOOTH 10' x 20' - \$3,500.00

-  RESTROOMS
-  BREAKFAST/SNACK
-  COFFEE BREAK

ArquiExpo 2023

floor plan

Sponsor

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

Sponsor Gold	Qty	Description	Size	Amount
<input type="radio"/>	x01	– Exhibition Space	10'x20'	\$3,500.00
	x02	– Two days of exhibition (June 09 & 10, 2023)		
	x03	– Lunch tickets Daily		
	x02	– XVII Architecture and Landscape Architecture Biennial Awards tickets		
	x02	– Gala 45th Years tickets		
		– Digital Advertising in plasma screen in the registry area.		
		– CAAPPR Website Sponsorship (www.caappr.org) Your company logo will be included in our main website page from the signing of the contact until June 30, 2023.		
		– Electrical outlet 120V.		
		– Participate in a raffle for architects, by contributing articles or products of your company. It will take place on Saturday, June 10, 2023.		

Sponsor Silver	Qty	Description	Size	Amount
<input type="radio"/>	x01	– Exhibition Space	10'x10'	\$1,800.00
	x02	– Two days of exhibition (June 09 & 10, 2023)		
	x02	– Lunch tickets Daily		
	x01	– 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 10, 2023.		

Special Sponsor	Description	Amount
<input type="radio"/>	<p><i>The Special Sponsor can be the main Sponsor or additional to the Gold & Silver Sponsors*</i></p> <p>Choose desired event to sponsor:</p> <ul style="list-style-type: none"> – Keynote (June 09 or 10, 2023 at 9:00am) – XVII Architecture and Landscape Architecture Biennial Awards (Thursday, June 08, 2023 at 6:00pm) – Gala 45th Year (Friday, June 09, 2023 at 6:00pm) – Annual Convention Lunch (June 09 or 10, 2023 at 1:00pm) <p>You are allowed:</p> <ul style="list-style-type: none"> – Protocol Greeting – Promotional advertisement of your Company during the sponsored activity and credit in the Convention Program. – Four (4) tickets to the sponsored event. 	\$2,000.00

Sponsor

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

Other Sponsor	Amount	Description
<input type="radio"/> <u>A</u>	\$2,000.00	– Convention Bag.
<input type="radio"/> <u>B</u>	\$2,000.00	– T-shirt sponsor and distribution of promotional material in Convention Bag, EXCLUSIVE.
<input type="radio"/> <u>C</u>	\$2,000.00	– Lanyard for participants with corporate logo and distribution of promotional material in Convention Bag, EXCLUSIVE.
<input type="radio"/> <u>D</u>	\$1,500.00	– Logo on Floor Plan Event (Digital and imprint), EXCLUSIVE.
<input type="radio"/> <u>E</u>	\$1,500.00	– Coffee Break (Company banner and table promotion in the coffee break area).
<input type="radio"/> <u>F</u>	\$1,500.00	– Breakfast (Company Banner and table promotion in the coffee break area).
<input type="radio"/> <u>G</u>	\$1,500.00	– Wayfinding Signage (Ballroom exhibition).
<input type="radio"/> <u>H</u>	\$1,500.00	– Cocktail and Happy Hours (Booths Area).
<input type="radio"/> <u>I</u>	\$1,000.00	– Pre-Convention Virtual Seminars (May 23–24, 30–31 1hr. via Zoom)
<input type="radio"/> <u>J</u>	\$1,000.00	– Convention Bag Literature and goodie insert.
<input type="radio"/> <u>K</u>	\$1,000.00	– Advertisement on Pre-Convention Brochure Digital and Mailing (May 2023).
<input type="radio"/> <u>L</u>	\$1,000.00	– Annual activities of the CAAPPR during the year 2023. (From page #2)
<input type="radio"/> <u>M</u>	\$700.00	– CAAPPR Website Sponsorship (www.caappr.org) With your sponsorship, your company logo will be included in our main website page, for a period of three (3) months.
<input type="radio"/> <u>N</u>	\$500.00	– Digital Advertising in plasma screen in the Registry area.
<input type="radio"/> <u>O</u>	\$500.00	– Mobile Device Charging Station (Exhibition Area).
<input type="radio"/> <u>P</u>	\$200.00	– One (x1) table, tablecloth and two (x2) chairs set (for exhibition days).

Hotel Reservation:

El Conquistador Reservations
 Cost per night \$225 + Fees and Taxes
 Tel: 787.863.1000
 E-mail: reservations@elconresort.com
 Web: www.conquistadorresort.com

For more info:
 787.724.1213, Ext. 103/
 787.308.8552
jcorrea@caappr.org
 Janette Correa

To see the floor plan, visit:
www.caappr.org

Thank you for your patronage in
 making this event possible!

directory listing

Directory Listing Entry

Company Name

Company Website

Postal Address

Zip Code

Contact

Telephone

Office

Telephone

Contact E-mail

Exclusive Sponsor
Other Sponsor

Exhibition Space Selection

Select your desire exhibition space(s) #

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

* Please include the **high resolution company logo** in (PNG) format and **(x3) high resolution images** that best represent your company (this can be of a design space or a product). If your company has any panelists or speakers, please also include a **high-resolution photo of the speaker** on a **white background**. This will be used for all the promotion, social media and marketing material.

Sponsor Gold
\$3,500

Sponsor Silver
\$1,800

Sponsor Special
\$2,000

Other Sponsor
(write the letters)

**Colegio de Arquitectos y
Arquitectos Paisajistas de
Puerto Rico**
Calle del Parque 255
San Juan, Puerto Rico 00912

For more info:
787.724.1213, Ext. 103/
787.308.8552
jcorrea@caappr.org
Janette Correa

Thank you for your
patronage in making
this event possible!

payment information entry

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

Electronic Transfer

TOTAL:

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

Authorized Representative Signature

CAAPPR Sales Representative

Date

Date

terms & conditions

Terms & Conditions /Assembly & 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:

Thursday, June 8, 2023, Between 8:00am And 5:00pm.

Dismantling Must Be Completed:

On Saturday, June 10, 2023, only after 6:00pm. The exhibitor will be responsible for any charges by not complying with the time of removal.

limitations & resp.

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 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.

cancelation of activities

Cancelation of Activities

If 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.

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