

BCATML
BC ASSOCIATION OF TEACHERS OF MODERN LANGUAGES

Warmest greetings to publishers and exhibitors of world language resources!

The B.C. Association of Teachers of Modern Languages would like to invite you to attend our 2018 provincial conference. This is a wonderful opportunity for second language teachers throughout the province to get together and share ideas, attend workshops and peruse available resources. We believe it is an excellent opportunity for you to display your products and services to an appreciative public. This year's conference "**Celebrating Languages!**" will be held on **Friday, October 19, 2018** at the Richmond Executive Airport Plaza Hotel. We suggest that you register early as we are expecting over 400 delegates and we have sold out the last four years!

COSTS:

The Exhibitor Display fee includes one table, one advertisement in our August conference newsletter *Speak!*, one advertisement in our conference program, and your company logo prominently displayed in our newsletter, conference program, and registration website. Tables are available at a cost of \$400 each and \$200 for each additional table. The additional tables are available on a first-come, first-served basis. The fee includes lunch for one exhibitor per table. An additional representative is \$25 per person. Please advise the number of tables you require as well as the total number of people attending, as we must notify the catering services of numbers in advance. Register at your earliest convenience at [BCATML Conference RegOnline](#).

A registration form is attached to this email, with specifications and prices. Please complete and return it at your earliest convenience as reservation is on a **first-come, first-served basis**. You may pay for your display table, promotional inserts and ads at the time of registration online. The link to register online is <https://www.regonline.ca/bcatml2018>. Should you have any questions regarding payment or registration, please contact **Trish Kolber** at bcatml.francais@gmail.com.

ADVERTISING:

There are five options for Advertising in addition to having an exhibitor table. You can place an advertisement in either our Summer or Winter newsletter (or both!), or in our conference program and it is also possible to add materials to our delegate bag.

1. Advertise in our **BCATML newsletter**, the cost is \$50 per ½ page per issue. We accept ads and logos in colour or greyscale in PDF, GIF, PNG or JPEG format.
2. Advertise in our **Conference program** for a fee of \$50 per ½ page.
3. If you wish to provide additional promotional materials for inclusion in the conference packages provided to delegates, there is a cost of \$75 for delegate bag stuffing. Promotional materials for delegate bags **must not exceed 8.5 x 11 inches** in size, and must arrive at the hotel **on or before October 18th, 2018**. These boxes and items must be **clearly marked "BCATML OCT 19th STUFFING"**.
4. BCATML invites any exhibitor to host a post-conference wine & cheese event for delegates to unwind, socialize, and learn more about your company's products or services. This has been a popular event in the past. We will be more than pleased to help coordinate this event with the Hotel's conference planning team.
5. In order to further promote your company and support our conference, we encourage you to donate or sponsor bags which could be used for the delegates' packages. Please include your contribution details on the registration form.

SETUP:

Displays should be set up by 7:30 am at the latest on Friday, October 19th, 2018 as Conference Registration will open at that time. We suggest that you provide enough copies of items for teachers to make purchases while leaving sufficient product to maintain the integrity of your display. Posters, maps, DVDs, music and activity books are popular items. Your display must be dismantled by 5:00 pm on October 19th. Materials must be arranged for delivery to the Executive Airport Plaza Hotel on **Thursday, October 18th** as the hotel does not have storage spaces for advance delivery.

The hotel address is:

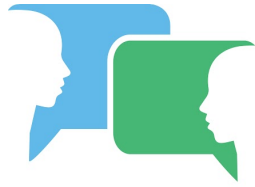
Executive Airport Plaza Hotel
7311 Westminster Highway
Richmond, BC
V6X 1A3
(604) 278-5555

Boxes shipped to the hotel **must be clearly labelled “BCATML OCT 19 Publisher Display”**. This will allow the hotel to easily locate all the exhibitor material the day of the conference and facilitate with the timely set up of your display. Please remember to indicate the number of boxes you will be shipping (ie: Box 1 of 3) on each box.

If you have questions about the BCATML Celebrating Languages Conference, please visit our website at www.bcatml.org If you have any questions about your display, promotional materials, or ads, please contact Trish Kolber bcatml.francais@gmail.com

We look forward to seeing you at this year’s conference! We expect this will be another sell-out event.

BC Association of Teachers of Modern Languages
Conference Committee
www.bcatml.org



Publisher's and Exhibitor's Registration form

Complete this form or the online registration form to reserve a table to exhibit at BCATML's *Celebrating Languages Conference* on Friday October 19th, 2018 at Richmond's Executive Airport Plaza Hotel.

Registration is on a first-come, first-served basis before Friday, August 24th, 2018.

Company:		Contact person:	
Address:		Job title:	
Phone:		Email:	

Select the language resources you produce and will display (check all that apply)

<input type="checkbox"/> French	<input type="checkbox"/> Italian	<input type="checkbox"/> Mandarin	<input type="checkbox"/> Spanish
<input type="checkbox"/> German	<input type="checkbox"/> Japanese	<input type="checkbox"/> Japanese	<input type="checkbox"/> Other (please specify):

ADVERTISING	quantity	price	total
Newsletter- ½ page ad - Summer edition - with table reservation		\$0	\$0
Newsletter- ½ page ad - Summer edition - without table reservation		\$50	
Newsletter- ½ page advertisement - Winter edition		\$50	
Newsletter - full page advertisement		\$100	
Conference program -½ page advertisement - without table reservation		\$50	
Conference program - full page advertisement		\$100	
Promotional materials inserted into delegate registration bags		\$75	
I will donate 400 delegate bags for this year's conference		Yes	
I am interested in hosting or co-hosting a wine & cheese event		Yes	
Total cost for display table(s), ads and promotional inserts			\$

Register online with a credit card at <https://www.regonline.ca/bcatml2018>

Or send your cheque and printed registration form to:

Trish Kolber, BCATML, 956 West 7th avenue, Vancouver, BC Canada V5Z 1C3