



Dear *Colleague*:

***You can't afford to miss this conference! Mark your calendar for October 4 - 6, 2019 as The California Association of Legal Support Professionals (CALSPRO) invites you to exhibit and participate during the Annual Conference at the Renaissance Newport Beach Hotel, 4500 MacArthur Blvd., Newport Beach, CA 92660. Reservations – 800.468.3571 ask for the CALSPRO Conference discount rate***

CALSPRO is an organization of approximately 300 members (nationwide) that provide legal support services, which includes photocopy, service of process, court services, skip tracing, and private investigations.

As an exhibitor, you will have the opportunity to meet attorney service owners, managers, employees, and independent contractors.

- Exhibitors will be located in high traffic areas providing plenty of exposure for your booth.
- Your company name will be published as an exhibitor in all advertising leading to Conference.
- Your company name will be published in all Conference brochures and programs.

**Exhibitor Price - non members \$500.00/vendor members \$375.00** Your booth includes: a 6' draped table with two chairs, two tickets to the Lunch. Your Company name will be published in all advertising leading to Conference, all Conference brochures & programs (if received prior to items going to print) and a link to your Web site from the CALSPRO Web site under the conference tab.

**SPACE IS LIMITED, SO RESERVE YOUR SPACE TODAY!**

Please complete the enclosed form and **FAX** to CALSPRO 916.924.7323. If you have any questions call 916.239.4065.

We look forward to your participation at the CALSPRO conference. Thank you for your time and consideration.

Very truly yours,

Robert Porambo  
2019 President

**CALSPPro**  
**Annual Conference**  
**October 4-6, 2019**  
**Renaissance Newport Beach Hotel**  
**EXHIBITOR REGISTRATION**

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_ WEBSITE: \_\_\_\_\_

Attendee Name: \_\_\_\_\_ Email: \_\_\_\_\_

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**Exhibit Information**

**Saturday, October 5, 2019**

7:00 a.m. Exhibitor Set up  
7:30 am – 5:00 p.m. Registration Open/Exhibits Open  
12:00 p.m.– 1:30 p.m. Lunch  
6:30 p.m. Reception and Installation Banquet (optional & additional charge)

**Sunday, October 6, 2019**

7:30 a.m. – 8:30 a.m. Registration Open/Continental Breakfast  
8:30 a.m. Exhibitor tear down

\_\_\_\_\_Electricity \_\_\_\_\_ Internet Access (*an additional charge will be required*) \_Other: \_\_\_\_\_

**Important –security will not be provided**

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**Extra Tickets**

- \_\_\_\_\_ Tickets for Saturday night Banquet @ \$120.00 each
- Total:**                      \$ \_\_\_\_\_

**Method of Payment**

- Exhibit Price \$375.00 members/\$500.00 non members
- Enclosed check # \_\_\_\_\_, payable to CALSPPro, for \$ \_\_\_\_\_
- **Last 4 digits of card:** \_\_\_\_\_ **signature:** \_\_\_\_\_
- Please charge \$ \_\_\_\_\_ to my: \_\_\_\_\_ Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ AMEX CVV# \_\_\_\_\_  
Card #: \_\_\_\_\_ Expires: \_\_\_\_\_  
Billing Address \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Date: \_\_\_\_\_

*Cancellations must be in writing and received no later than 9/15/19. A \$100 cancellation fee will apply.*

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If you have any questions, do not hesitate to contact:  
Stephanie Schoen, CALSPPro Central Office 916.239.4065. **Please do not email contract back.**