Dear Exhibitors and Sponsors,

First, we hope this letter finds you and your families well. We are currently in the process of planning our annual CT COLT Fall Conference. As our world has changed this spring, we are hopeful that we will still be able to provide the high-quality professional development conference as we have in the past. We hope that you will be able to join us and celebrate what we have accomplished in these trying times. We would also like to thank you for your support of our organization and also give our thanks to the many organizations and businesses who have offered assistance during this pandemic.

For our conference this year, we are in a new venue: The Omni New Haven Hotel at Yale, 155 Temple St, New Haven, CT 06510, (203) 772-6664. This conference location is easily accessible from both I-95 and I-91 and offers a newly remodeled conference space. The Omni New Haven Hotel at Yale is kindly offering a hotel room rate of $169 per room, which will only be available for a limited amount of time. Please visit our Fall Conference page https://ctcolt.org/events/fall-conference/ to find the link to the reduced hotel rate.

Please view on the next page our attractive Exhibitor Packages, which enable you to exhibit, sponsor and advertise (by newsletters, day program and/or website) at discounted rates! We are maintaining the cost of an exhibitor booth at $325, and a shared booth or half booth at $175. Exhibitor registration includes two lunches. Lunch options include turkey, ham, or a vegetable wrap. All exhibitor lunches come with a Gala apple, red potato salad, chips, bottled water and a chocolate chunk cookie.

This year, our keynote address will again be in the area of the ballroom. The exhibitors will be in a room right next to the ballroom, with a few exhibitors placed in open areas within the conference space. We will continue to offer continental breakfast and coffee in the exhibit hall to help to entice conference participants to visit throughout the day.

We are also looking for sponsors for our Presidents’ Reception on Sunday, 10/18, from 5-6:30 p.m. Sponsors for this event will get exclusive access to members on Sunday evening, expected to be over 100 people. The cost is $500, and there is a limited number of sponsorships available.

We are pleased to announce that this year, exhibitor registration is completely online. Please visit https://ctcolt.org/events/fall-conference/ to register. Payment can be made online after registration using PayPal (which takes credit cards) or offline by printing out your invoice and mailing in your payment. If you do not pay online after completing online registration, please print off the invoice that is sent to your email, make out your check to “CT COLT” and mail it to: James Wildman, 52 Mitchell Drive, East Hartford, CT 06118.

The Exhibitor Hall area will be ready for set up in the evening of Sunday, October 18th. We will announce the exact time when set-up will be available at a later date. The Exhibitor Hall will be open for business Monday, October 19th from 8:00 AM until 3:30 PM. We look forward to seeing you then.

Sincerely,

Joseph Parodi-Brown
parodibrownj@ctcolt.org
Committee for Exhibitors, Sponsors and Organizations

Please note Late Fee Policy: Registration deadline is August 15; $50 late fee will be charged
Please note Cancellation Policy: All cancellations must be received in writing, no later than September 15th. Refunds are not available after this date.
2020 CT COLT Fall Conference Exhibitor Packages / Options

1. **Exhibitor Package: Platinum Sponsor – $2,000.00**
   - 2 booths with electricity
   - Full-page advertisement in the Fall Conference Newsletter
   - Full-page color advertisement in the Fall Conference Day Program
   - 1 year advertisement on the CT COLT website
   - PACKAGE VALUE = $2862

2. **Exhibitor Package: Gold Sponsorship – $1,800.00**
   - 2 booths with electricity
   - Full-page advertisement in the Fall Conference Newsletter
   - Full-page advertisement in the Fall Conference Day Program
   - 1-year advertisement on the CT COLT website
   - PACKAGE VALUE = $2362

3. **Exhibitor Package: Silver Sponsorship – $1,000.00**
   - 1 booth with electricity
   - ¼ page advertisement in 4 CT COLT Newsletters
   - ½ page advertisement in the Fall Conference Day Program
   - 1-year advertisement on the CT COLT website, PACKAGE VALUE = $1377

4. **Exhibitor Package: Bronze Sponsorship – $550.00**
   - 1 booth with electricity
   - ¼ page advertisement in the Fall Conference Newsletter
   - ¼ page advertisement in the Fall Conference Day Program, 1 year advertisement on the CT COLT website
   - PACKAGE VALUE = $837

5. **Full Booth – $325.00.** This is the standard booth without electricity. You will be able to customize your booth through the registration process.

6. **Half Booth – $175.00.** This is the standard booth without electricity. You will be able to customize your booth through the registration process. This option is for exhibitors.

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**2020 CT COLT Fall Conference Exhibitor Add-Ons**

When you register, you will have the option of adding on:
- **Additional lunches for $50 each.**
- **Additional full booths for $325 each.**
- **Additional half booths for $175 each.**
- **Electrical outlets for $30 each.**
- **WiFi access for $15 per person.** Please note that WiFi is not included with registration.
- **President’s Reception Sponsorship for $500.**
- **Calendar advertisements for $50 per month.** This advertisement is business-card sized.
- **Donations.** You will have the option to donate “swag” to include in our:
  - Tote bags. There will be around 500 tote bags. This “swag” could include smaller items like pens.
  - Scholarship baskets, which support the Kenneth A. Lester Summer Immersion Scholarship. These could be larger items, like books, gift cards, chocolates, etc.

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