

2019 Compliance & Ethics Regional Conferences

Exhibitor & Sponsor Prospectus



SCCE will be in 24 cities in 2019

corporatecompliance.org/regionals

Questions? katie.burk@coporatecompliance.org



Exhibit | Sponsor

2019 SCCE Regional Compliance & Ethics Conferences

The Society of Corporate Compliance and Ethics invites you to participate in supporting regional compliance education conferences. Take advantage of a unique opportunity to expand your reach to professionals in your target market. These regional conferences are attended by influential and experienced professionals.

- Heighten your credibility
- Develop relationships with new prospects and strengthen ties with existing clients
- Gain visibility and name recognition with compliance professionals across the country

Dates & Locations

Domestic

January 25 • Southern California
February 21–22 • Anchorage, AK
March 1 • Minneapolis, MN
March 15 • New York, NY
March 29 • Boston, MA
April 12 • Scottsdale, AZ
April 26 • Tampa, FL
May 3 • Chicago, IL
May 10 • Richmond, VA **NEW!**
May 17 • San Francisco, CA
June 7 • Atlanta, GA
June 21 • Nashville, TN **NEW!**
August 16 • Columbus, OH
October 11 • Washington, DC
October 25 • Dallas, TX
November 15 • Seattle, WA
December 6 • Philadelphia, PA

International

17 January • Dubai, UAE
12 July • Bangkok, Thailand **NEW!**
19 July • Singapore
21 August • Santiago, Chile **NEW!**
23 August • Buenos Aires, Argentina **NEW!**
30 August • São Paulo, Brazil
30 September • Sarajevo, Bosnia & Herzegovina



Exhibit and Increase Brand Awareness

Exhibitor Pricing & Benefits

Table-top exhibit display.....\$1,000

- 6' draped table*
- One chair
- Wastebasket
- Company listing on event page
- Call out in pre-conference attendee welcome email
- Company listing in welcome slideshow onsite
- Onsite attendee engagement activity to maximize booth exposure
- One onsite exhibit representative with access to conference sessions and meal functions
 - » Additional exhibitor registrations \$175 each

*Includes space for a small display to set on the table, or a maximum of two banner stands

Exhibitor Details

Exhibit Set-Up.....7:00 AM

Exhibit Viewing Hours 7:30 AM – 3:30 PM*

Teardown 3:30 PM

Exhibit tabletop space assignments are on a first-come basis the morning of the conference

*International hours may vary.



For more information, contact Katie Burk: katie.burk@corporatecompliance.org | 952.405.7925
corporatecompliance.org/regionals +1 952.933.4977 or 888.277.4977

Sponsor for Maximum Exposure

SCCE events are attended by highly influential and experienced professionals. Sponsorship offers you an expanded reach and increased visibility.

Each sponsorship opportunity will include the following:

- Company logo on event page
- Company logo on cover of conference brochure
- Company logo on conference email blasts
- Company logo in onsite welcome slideshow

Sponsorship Opportunities for all 2019 SCCE Regional Conferences

Prices listed are for 20+ Regional Compliance & Ethics Conferences

Mobile App: The Regional Conference mobile app is an innovative application that works on any web-ready Apple or Android device. Attendees will use this app for conference information and access PowerPoint presentation slides for the sessions. As the sponsor, you will see your logo on the app loading screen as well as on the main “Now” screen that serves as the homepage for the app. This is great exposure and the latest trend in conferences. [\$12,000]

Lanyard: Each attendee receives and wears a lanyard at the conference with your company logo/website will appear on the lanyard. [\$8,000]



Sponsorship Opportunities for Individual Conferences

Prices listed are per event. All sponsorships with tangible items must be submitted at a minimum of 30 days prior to the conference date for production.

Lunch: A buffet lunch will be provided for all attendees. Your company name will be displayed on signage throughout the lunch and includes paper napkins with your logo. [\$4,000]

Continental Breakfast: A continental breakfast will be provided for all attendees. Your company name will be displayed on signage throughout the breakfast and includes paper napkins with your logo. [\$2,500]

Wireless Internet: Your logo will be displayed next to the internet login information onsite (printed and/or in the welcome slide deck) [\$1,500]

Padfolios: Your company logo will appear on the cover of the padfolio (one color imprint). Padfolios will be distributed to all attendees [\$1,500]

Tumblers: Your company logo will appear on the tumbler (one color imprint) and will be available to all attendees [\$1,500]

Tote Bag: Your company logo will appear on the tote bag (one color imprint) and will be distributed to all attendees. [\$1,500]

Water Bottle: Your company logo will appear on the bottle (one color imprint) and will be available to all attendees [\$1,500]

For more information, contact Katie Burk: katie.burk@corporatecompliance.org | 952.405.7925
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Get to Know SCCE

About us

SCCE's vision is to be the preeminent compliance and ethics association promoting lasting success and integrity of organizations worldwide. Our organization's 7,000+ members strong – and growing! Since 2004, SCCE has been championing ethical practice and compliance standards and providing the necessary resources for compliance professionals and others who share these principles.

Major functions

1. To promote the highest standards in compliance and ethics programs—from their introduction and development to continuous improvement.
2. To provide a forum for interaction and information exchange among compliance and ethics professionals worldwide.
3. To create high-quality educational opportunities for the compliance community.

Our services

- 40+ local and global conferences per year
- Web conferences covering hot topics, allowing you to learn without leaving your desk
- Educational products, including books, videos, and other training materials
- *Compliance & Ethics Professional*, SCCE's monthly magazine for members
- Corporate Compliance Weekly News (CCWN), SCCE's weekly e-newsletter
- Opportunity to join SCCEnet, our thriving online social network for compliance & ethics professionals
- Member discounts on conferences, products, and certification
- Certification through the Compliance Certification Board (CCB)[®] — Certification options include Certified Compliance & Ethics Professional (CCEP)[®], Certified Compliance & Ethics Professional–International (CCEP-I)[®], and Certified Compliance & Ethics Professional Fellowship (CCEP-F)[®]

Learn more about us and become a member at [corporatecompliance.org/join](https://www.corporatecompliance.org/join)

Terms and Conditions

To ensure a successful exhibiting or sponsoring experience at the Society of Corporate Compliance and Ethics's (SCCE's) conferences, please read the following Exhibitor & Sponsor Terms & Conditions ("Terms & Conditions") carefully. By submitting a booth space or sponsorship application, exhibitors and sponsors agree to abide by these Terms & Conditions, and any other rules and regulations set forth for this event, including any special requirements that are imposed by the facility at which the conference will be held ("Facility"). Exhibitor or Sponsor agrees and understands that these Terms & Conditions are contractual in nature, and become part of the contract between the exhibitor and SCCE relating to exhibitor's attendance and exhibiting activities at the SCCE 2019 Regional Compliance & Ethics Conferences.

1. Eligibility to exhibit. Exhibitors' products and services must be relevant to the compliance profession. To exhibit, exhibitors must be in good financial standing with SCCE. SCCE has the right to refuse or terminate exhibit space rental if products, services, exhibitor behavior, or displays are not appropriate and compatible with the general character or quality of the conference and cause undue interference with the effective operations of SCCE and its staff. The rules, policies, and regulations outlined on this form and in the service kit are part of the exhibitor's contract with SCCE.

2. Payment. All payments must be made in full at least 7 days prior to conference date.

3. Exhibitor use of space. Exhibitors may not assign, sublet, or apportion the whole or any part of their allotted space. In addition, exhibitors may not advertise or display products or services other than those manufactured or sold in their regular business. The distribution of samples, souvenirs, publications, etc., or other sales or sales promotion activities must be conducted by exhibitor only from within its space. The distribution of any article that interferes with the activities or obstructs access to neighboring booths, or that impedes aisles, is prohibited. This includes placement of display racks, banners, brochures, or other items outside of the designated space rented by the exhibitor, as well as the offering of food or beverages.

4. Exhibitor code of conduct. All exhibitors agree to abide by the following code of conduct, and agree to SCCE's right to take immediate action to restrict or evict exhibitor, and/or its personnel from the conference in the event of Code of Conduct violations. In the event of such eviction or restriction, exhibitor will forfeit all moneys paid for the conference, and may be subject to restrictions or prohibitions on attending future SCCE conferences.

- The exhibitor and its personnel shall conduct and operate its exhibit so as not to annoy, endanger or interfere with the rights of other Exhibitors, conference attendees, and visitors or SCCE staff.
- SCCE reserves the right to prohibit any exhibit and/or exhibitor that, in its sole discretion and judgment, is inappropriate, offensive, or may detract from the general character of the conference.
- SCCE reserves the right to remove, without compensation, any exhibit and/or exhibitor that, in SCCE's sole discretion and judgment, is inappropriate, offensive, or may detract from the general character of the conference.
- SCCE reserves the right to require the removal of any exhibitor personnel who engage in behavior which, in the sole discretion of SCCE, is determined to be objectionable to other exhibitors, conference attendees, and/or SCCE staff.
- Any demonstrations or activity that may result in obstruction of aisles or that prevent ready access to nearby exhibitors' booths shall be prohibited.

- The audio level of any playback equipment, audio, video, and/or demonstrations must be at a level so as not to disturb or be heard by adjacent exhibitors and their patrons. SCCE reserves the right to restrict exhibits to a minimum noise levels.

5. Promotion during conference. Exhibitors are reminded not to place brochures, stickers, signs, posters, or marketing materials anywhere other than within their own booth space. Likewise, exhibitors' representatives are not allowed to distribute brochures, invitations, etc., anywhere than within their exhibit space. This is unfair to the other Exhibitors and an inconvenience to visitors.

6. Cancellation

a) Cancellation or Reduction of Booth by SCCE. An exhibitor's failure to submit payment can result in the cancellation of the assigned space. In addition, SCCE has the right to cancel, reduce, or redistribute allocated booth space upon reasonable cause or due to events that make performance impossible. In the event of such an occurrence, SCCE will provide written notification and agrees to negotiate in good faith toward refund or reduction of the exhibit fee. If any part of the exhibit area is damaged, or the exhibitor is not permitted to occupy their assigned space, the exhibitor will be charged only for space that was actually occupied. SCCE is released from any and all claims for damages that may arise in conjunction with the above.

b) Show cancellation policy. The parties agree that if the SCCE Regional Compliance & Ethics Conference is cancelled in whole or in part, or its scheduled opening is cancelled or delayed, due to fire, explosion, strike, freight embargo, act of God, act of public enemy, act of war, war, act of terrorism, civil disturbance, act of any government, de jure or de facto, or governmental declaration or regulation, epidemic, or other event over which SCCE has no control, then the exhibitor contract may be immediately amended by SCCE, and the exhibitor hereby waives any and all claims against SCCE for damages, reimbursement, refunds, or compensation.

c) Cancellation by exhibitor. Cancellation fee for exhibit space is \$250 if cancelled 14 days before the conference date. After 14 days, no refunds will be made.

7. Installation and dismantling of exhibit. Installation must take place during the times indicated, unless SCCE has previously provided written approval for installation at other times. Space not occupied by the start of the conference returns to SCCE for discretionary use. Dismantling begins at the conference's close and must be completed by the time indicated. Exhibitors dismantling prior to conference close will lose all points accumulated in the previous twelve months. Note: The exhibitor assumes all financial responsibility for installation and dismantling of the exhibit.

8. Booth Construction. One 6 foot table is provided along with one chair and a wastebasket. All display items must fit on top of the table or directly behind the table. There is space for a maximum of two banner stands behind the table.

9. Fire Protection. All exhibits must conform to fire laws, health regulations, electrical codes, and other ordinances of the local fire department. All materials used in the exhibit hall must be flameproof and fire resistant. All materials are subject to the inspection of the local fire department and their regulations shall govern. Any exhibits or parts thereof found not to be fireproof may be ordered to be dismantled. Enclosed ceilings are not permitted in the exhibit hall. The hotel reserves the right to dismantle any exhibit it feels does not conform to the fire laws, health regulations, electrical codes, and other ordinances of the local fire department.

Terms and Conditions

10. Indemnification. Exhibitor or Sponsor shall defend, protect, indemnify, save, and hold SCCE, and its officers, directors, employees, and agents, the Facility in which SCCE meetings are being conducted, and all agents and employees thereof (hereinafter collectively called "Indemnitees") forever harmless from any damages or charges imposed for violations of any law or ordinance, whether occasioned by the negligence of the exhibitor and/or its personnel, employees and agents, and further, exhibitor shall at all times defend, protect, indemnify, save, and hold harmless the Indemnitees against and from any and all losses, costs, damages, liability, or expenses (including attorney's fees) arising from, or out of, or by reason of any accident or bodily injury or other occurrences to any property, person, or persons, including the exhibitor, its agents, employees, and business invitees, which arise from, or out of, or by reason of said exhibitor's participation at the conference, the negligent or willful conduct of its personnel, employees and agents, and/or its occupancy and use of the facilities, or any part thereof.

11. Exhibitor insurance. All property of the exhibitor is understood to remain under its custody and control in transit to and from or within the confines of the Facility. SCCE and the Facility do not maintain insurance covering exhibitor's conduct or property. Exhibitor shall carry Comprehensive General Liability coverage, including premises, operations, and contractual liability coverage of at least \$500,000 for Personal Injury Liability and \$500,000 for Property Damage Liability and Statutory Workers' Compensation insurance in full compliance with all federal and state laws. A certificate of insurance shall be furnished if requested by SCCE.

12. Facility rules. Exhibitors and sponsors shall strictly comply with all conditions imposed by the Facility in its contract with SCCE, and with the rules and regulations of the Facility.

13. Damage to property. The exhibitor is liable for any damage caused to Facility floors, walls, columns, standard booth equipment, or other exhibitors' property. The exhibitor may not mark, tack, make holes, or apply paint, lacquer, adhesives, or other coating to building columns and floors or to standard booth equipment.

14. Americans with Disabilities Act. Exhibitor represents and warrants (i) that its exhibit will be accessible to the full extent required by law; (ii) that its exhibit will comply with the Americans with Disabilities Act (ADA) and with any regulations implemented by the ADA; and (iii) that it shall defend, indemnify and hold SCCE harmless from and against any and all claims and expenses, including attorneys' fees and litigation expenses that may be incurred by or asserted against SCCE, its officers, directors, agents, or employees on the basis of the exhibitor's breach of this paragraph or noncompliance with any of the provisions of the ADA.

15. Market research and surveys. Exhibitors and sponsors are not permitted to conduct surveys of conference attendees during the conference.

16. Attendee information distribution. SCCE encourages exhibitor and sponsor efforts to communicate with SCCE attendees. However, in an effort to meet exhibitor needs and also protect the privacy rights of our attendees, the following policies shall apply. Exhibitors may request either a business card or may scan attendee badge barcodes using lead retrieval equipment if equipment is offered by SCCE, to obtain contact information for follow-up. For Barcode Lead Scans, SCCE agrees to release to the exhibitor attendee name, title, company, work postal mailing address, work phone, fax and e-mail, as provided by the attendee. Regarding an Advance/Post Mailing List: SCCE may, at its discretion, also offer exhibitors the opportunity to communicate about their products and services through the pre-registered attendee postal address list and post-conference attendee postal address list, either or both of which may be available for purchase. This information is only provided to qualified SCCE exhibitors and sponsors. Each list shall include attendee name, title, company and preferred postal mailing address as provided by the attendee. SCCE does not release attendee email addresses.

17. Picture taking, videotaping/audiotaping. Exhibitors are not permitted to photograph, audiotape, or videotape sessions, exhibits, or any other part of the conference without express, written approval from SCCE.

18. Trademarks. Exhibitor/Sponsor grants SCCE, without the right to sublicense, a nonexclusive, revocable, nontransferable, royalty-free, worldwide license to use and display Exhibitor/Sponsor's company name and logo on SCCE website(s), print materials, and in other marketing media solely for purposes of promoting the Event and future events, provided that such use is in accordance with Exhibitor/Sponsor's established brand guidelines. If Exhibitor/Sponsor elects to become a branded sponsor for any portion of the Event, the use of Exhibitor/Sponsor's logo, marks, or artwork (collectively "Sponsor Artwork") on any Event merchandise or collateral is subject to the prior approval of SCCE, which reserves the right to reject any Sponsor Artwork that, in SCCE's sole discretion, fails to meet the defined specifications or general standards of quality for SCCE events. Exhibitor grants SCCE or anyone authorized by SCCE the right to use or publish, in print or electronic format, any photographs or video taken during the Event which contain images of Exhibitor's booth or space, including any trademarks, logos, or other images displayed in or on Exhibitor's booth or space, as well as any images or likenesses of Exhibitor's employees, contractors, subcontractors, or agents in the Exhibit Hall or at the Event.

19. Exceptions. Any request for exceptions to these Terms & Conditions must be submitted in writing to SCCE at least two weeks prior to the conference start date. SCCE reserves the right to make exceptions to these Terms & Conditions in its sole discretion.



Sponsorship & Exhibiting Application 2019 Compliance & Ethics Regional Conferences

Logistics Coordinator (please print)

Full name _____
 Company _____
 Email _____
 Phone _____

On-site Exhibitor Attendee (please print)

Full name _____
 Company _____
 Address _____
 City _____ State _____ Zip _____
 Phone _____
 Email _____
 Contact person _____
 Contact person's title _____
 Signature _____

This agreement shall not be binding unless it is signed by an authorized representative of the applicant's firm and is accepted and signed by SCCE. By signing above, I hereby certify that I have read and will abide by the "Terms and conditions" in this prospectus.

Conference Sponsorship Opportunities

- Mobile App* **SOLD!** \$12,000
- Lanyards* **SOLD!** \$8,000
- Lunch \$4,000
- Breakfast \$2,500
- Wireless Internet \$1,500
- Padfolios \$1,500
- Tumblers \$1,500
- Tote Bag \$1,500
- Water Bottle \$1,500
- Support SCCE \$500

*With the exception of the mobile app and lanyards, all prices listed are per event

Exhibiting Opportunities

- Exhibit booth fee \$1,000

To purchase additional conference registrations at \$175 each, please contact Katie Burk directly at katie.burk@corporatecompliance.org. A separate registration form will be emailed to you.

TOTAL \$ _____

Questions? Contact Katie Burk:
katie.burk@corporatecompliance.org
 1 952.405.7925

Conference Locations

Please check the conferences you would like to sponsor.

(Note: The sponsorship opportunities selected in the previous column will be charged for all locations selected below. If you would like different sponsorship items for each location, please complete a new form for each location.)

- Dubai, UAE • 17 January
- Southern California • January 25
- Anchorage, AK • February 21-22
- Minneapolis, MN • March 1
- New York, NY • March 15
- Boston, MA • March 29
- Scottsdale, AZ • April 12
- Tampa, FL • April 26
- Chicago, IL • May 3
- Richmond, VA • May 10
- San Francisco, CA • May 17
- Atlanta, GA • June 07
- Nashville, TN • June 21
- Bangkok, Thailand • 12 July
- Singapore • 19 July
- Columbus, OH • August 16
- Santiago, Chile • 21 August
- Buenos Aires, Argentina • 23 August
- São Paulo, Brazil • 30 August
- Sarajevo, Bosnia • 30 September
- Washington, DC • October 11
- Dallas, TX • October 25
- Seattle, WA • November 15
- Philadelphia, PA • December 6

Billing Information

- 50% Deposit
- Payment in full

TODAY'S TOTAL \$ _____

- BY MAIL — Enclose application and check payable to SCCE:

SCCE
 6500 Barrie Road, Suite 250,
 Minneapolis, MN 55435 United States
 +1 952.933.4977 or 888.277.4977 (p) • +1 952.988.0146 (f)

- BY FAX +1 952.988.0146 — I authorize SCCE to charge my credit card.

CREDIT CARD: American Express MasterCard Visa Discover

Due to PCI Compliance, please **DO NOT** provide any credit card information via email. You may email the sponsorship and exhibiting application (without credit card information) and call SCCE registration with the credit card account number and expiration date at 952.933.4977 or 888.277.4977.

_____ Credit Card Account Number

_____ Credit Card Expiration Date

_____ Cardholder's Name

_____ Cardholder's Signature

By submitting you agree to the terms, conditions and use of information

Cancellation fee for exhibit space is \$250 if cancelled 14 days before the conference date. After 14 days no refunds will be made.

All payments must be made in full at least 7 days prior to conference date.

Upon completion of this form, please email your 75-word company description and your company logo (preferably as two separate files: one web-ready JPEG or GIF and one print-ready Illustrator-compatible AI or EPS vector file) to Katie Burk at katie.burk@corporatecompliance.org.

OFFICE USE ONLY
 Date received _____ By _____