



California Community College Athletic
Trainers Association

2025 3CATA Symposium

The Renaissance Hotel

Palm Springs, CA

May 30-May 31st, 2025

Exhibitor Registration



Meeting Attendees

Certified Athletic Trainers, Students and Physicians. Certified Athletic Trainers employed in the California Community College, University setting and High School Athletic Trainers. Students who have an interest in sports medicine. **Registration is open to certified athletic trainers in all settings.**

Exhibit Booth Rates

<u>Dates</u>	<u>Booth Rate</u>
Must be received by : Exhibitor registration before March 1, 2025	\$850
Late Registration After March 1, 2025	\$950

Each 6 foot table booth purchase includes:

- Each booth will be supplied with (1) 6' draped table, (2) plastic chairs
- Pre-show and Post-show mailing list
- Inclusion in Pre-show marketing e-blast to registered attendees and 3CATA members.
- Logo included on Event Entry signage.

All contracts must be completed and mailed with payment to:

California Community College Athletic Trainers Association
c/o Todd Babcock
6185 Magnolia Ave Box #148
Riverside, CA 92506

Check payments: All checks should be made payable to: **CCCATA**

Credit card payments: Contact Todd Babcock for Credit Card Options.

Cancellations: Absolutely no refunds after May 1st, 2025.

Exhibitor Credentials/Registration Rules

You will receive your credentials and symposium packet during the exhibitor set-up times.

- Only those exhibitors with accepted registrations will be allowed to exhibit.
- All personnel exhibiting must be listed on the Exhibitor Contract. **Your final list of on-site exhibit staff must be confirmed by May 20, 2025.**
- Companies are NOT permitted to share exhibit space.
- **Exhibitors must be employees of the company exhibiting -- no subcontractors.** Example: If "Company A" is showing a product for "Company B", a representative from "Company B" cannot exhibit, demonstrate, etc. in the booth of "Company A".
- Any exhibitors who would like to attend the symposium program will need to register as a symposium attendee.

Exhibit Hall Location

Main exhibit hall will be located in the Santa Rosa Exhibitors Room. Final exhibit hall layout and booth locations will be determined.

Installation*

Friday, May 30: Early Exhibitor Set-Up 9:00 a.m.– 11:00 p.m.

Exhibit hall doors will open at 11:00 a.m.* Exhibits must be completely installed before attendee registration begins. If you need to make special arrangements for set-up, please contact the 3CATA Exhibitor Liaison Tony Ontiveros at Aontiveros@miracosta.edu - (858)583-1050

*Times are subject to change.

Dismantling*

Saturday, May 31st: Begins after 1:00 pm (following Saturday afternoon Final Presentation) *

Exhibits must be intact for the sessions on Friday and Saturday of the symposium. No removal of any portion of an exhibit will be permitted during sessions except for the dismantling time.

Meeting Schedule*

Friday May 30st, 2025

Registration: 10:00 a.m. – 12:00 p.m.

Exhibits: 10:00 a.m. – 12:00 p.m.**

Sessions: Begins 12:00 p.m. (general session)

Exhibits: 1 hour unopposed** (Exhibitor Introductions)

Sessions: Mid afternoon (general session)

Exhibits: 45 minutes unopposed**

Sessions: Late afternoon (general session)

Saturday May 31st, 2025

Registration: 7:00 a.m. – 8:00 a.m. (Late Registration)

Sessions: Begins 8:00 a.m. (general session)

Exhibits: 45 minutes unopposed**

Sessions: Late morning (general session)

Lunch: TBD

Sessions: Early afternoon (general session)

Exhibits: 45 minutes unopposed**

Sessions: Late afternoon block (breakout sessions)

** Unopposed exhibit hall times.

Raffle Prize Drawing

If you would like to raffle a prize/product, please list the item (description) on the Exhibitor Contract. More information regarding the raffle to be provided closer to the symposium.

Symposium Marketing

Each company will be asked to provide a product photo and company or product description.

3CATA Exhibitor Contacts

Todd Babcock, Treasurer

todd.babcock@rcc.edu

Tony Ontiveros Exhibitor Liasson
858-583-1050

aontiveros@miracosta.edu

Security/Responsibility of Property

The exhibitor is responsible for the security of their booth space during exhibit hours and closed hours.

In no case will 3CATA be responsible for theft, loss, fire, damage, accident, vandalism and other causes to exhibitor's product or booth space. All exhibitors agree to accept responsibility for protecting their property and to take every precaution to protect and insure their own exhibit materials. During closed hours, 3CATA and the Renaissance will make every reasonable effort to provide security for the exhibitor property; however, 3CATA and the Renaissance recommends exhibitors protect valuable items and products from damage or theft. Exhibitors also agree to accept responsibility to properly address, package, and ship their exhibit materials to and from the show and that the loss or resulting damage shall be their own.

Hotel Accommodations

The Renaissance Hotel Palm Springs will serve as the official hotel for attendees and exhibitors. Hotel information, room rates and reservation procedures. Special symposium room rates are available for exhibitors. Details to come:

Hotel Room Rates

Single or Double Occupancy available:

Cancellations

Cancellation on individual room reservations will be accepted up to 72 hours prior to the scheduled arrival date and must be received in writing. Any individual who cancels their reservation after this cut-off will be responsible for one night's room and room tax.

Packages to Hotel

For pricing, shipment and delivery information, you may contact the Business Center representative for a quote. The Renaissance Business Center sales representative can be reached at (760) 416-2905. Should you elect to ship directly to the Renaissance Business Center, only registered exhibitors or Renaissance employees can bring shipments to their booth. Unauthorized companies or unregistered individuals cannot bring deliveries to your booth.

Boxes/envelopes sent to an individual hotel guest will be held at the bell desk and cannot be delivered to the convention floor. Guests will be required to pick up and sign for the delivery or have the bell desk deliver the shipment to the guest room.

Shipments are to be sent no more than one (1) week prior to the event.

Any packages/boxes are subject to shipping/handling charges and must be billed to you or your company.

Address as follows: The Renaissance Palm Springs Hotel
888 Tahquitz Canyon Way
Palm Springs, CA 92262
Hold for: Guest Name, Convention Name & Date

California Community College Athletic Trainers Association
Spring Symposium for Athletic Trainers

Exhibitor Contract

Company Information:

Name _____

Address _____

City _____ State _____ Zip _____

Phone Number _____ Fax Number _____

Web Address _____

Contact Person:

Name _____

Address _____

City _____ State _____ Zip _____

Office Number _____ Cell Number _____

Email Address _____

Exhibit Information:

Names of individuals who will staff exhibit: (Please type or print neatly!)

1. _____ Onsite Primary Contact cell ph# _____

2. _____ 3. _____

Company name as you want it to appear on exhibit sign and 3CATA materials:

Describe the products you wish to exhibit: _____

Registration & Payment for 3CATA Exhibitors:

Check payments made payable to: Booth Rate: \$ 850.00
California Community College Athletic Trainers Association

Credit card payments: See website. TOTAL ENCLOSED: _____

Email contract to: Tony Ontiveros aontiveros@miracosta.edu

To guarantee booth space, contract and payment must be received by: March 1st, 2025

Cancellations: Absolutely no refunds after May 1st, 2025

I, _____ as agent of _____ (hereafter "Company") am authorized to enter into this contract and the terms outlined in the 3CATA registration packet. All Company staff will abide by the terms, conditions, rules and regulations as outlined in this packet, by the official service contractor, and to all the conditions under which exhibit space at The Renaissance Hotel is leased to the California Community College Athletic Trainers Association.

Please read and initial next to all the statements below.

_____ Only those exhibitors with accepted registrations will be allowed to exhibit.

_____ All personnel exhibiting must be listed on the Exhibitor Contract. **Your final list of on-site exhibit staff must be confirmed by May 24, 2025.**

_____ Companies are NOT permitted to share exhibit space.

_____ Exhibitors must be employees of the exhibiting company. No subcontractors are allowed to exhibit in the booth. Example: If "Company A" is showing a product for "Company B", a representative from "Company B" cannot exhibit, demonstrate, etc. in the booth of "Company A".

_____ Registration includes three (3) exhibitor registration badges.

_____ No solicitation of any kind may take place outside of the booth.

_____ Unauthorized companies or unregistered individuals cannot bring deliveries to your booth.

_____ Any exhibitors who attend the symposium program must register as a symposium attendee.

_____ Violators of these exhibit hall rules will be excluded from future California Community College Athletic Trainers Association events.

Signature

Date

Company Name

Job Title

Please check one:

_____ I plan to be on-site at the 3CATA Spring Symposium during exhibit hall hours.

_____ I will not be on-site at the 3CATA Spring Symposium.

_____ My presence on-site at the 3CATA Spring Symposium is to be determined.