



California State University  
Monterey Bay

100 Campus Center • Seaside, CA 93955-8001

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(831) 582-4450 Fax (831) 582-4502 digitalstream@csumb.edu

**Vendor Participation Agreement for the  
2008 DigitalStream “Emerging Technologies in  
Teaching Languages and Cultures” Conference at CSU Monterey Bay**

**Exhibitor Days: Monday, March 17 – Wednesday, March 19, 2008**

Company Name:

Billing Mailing Address:

Contact Name:

Name and Title of First Person attending/presenting:

Name and Title of Second Person attending/presenting [note: Additional sponsored attendees register at Educational Partner rates before March 16]:

Phone:

E-Mails:

Business License and/or Organization Federal ID Number:

## **PARTICIPATION OPPORTUNITY LEVELS**

**\$150 PRODUCT INFORMATION DISTRIBUTION ONLY** If your schedule does not allow for staff to attend the event, but you would like to take advantage of placing your product literature or samples into the hands of the attendees, please send a minimum of 300 packets, and/or samples for placement on in the Information & Networking area. Door prizes, logo items, and related items that would be provided to attendees are welcomed as well for added promotion and exposure for your company and products.

**\$500 - \$2,500 SPONSORSHIP LEVELS (Please indicate sponsorship level preference in one of the boxes below)** If you would like to provide sponsorship to the conference in exchange for a display table including free electrical hook-up and wireless network access in addition to marketing and product recognition in the conference program, please consider one of the following sponsorship levels:

**Platinum Level — \$2,500**

- Double Table at vendor exhibit (March 17-19)
- Marketing on conference website & in printed program
- Recognition as banquet sponsor
- 2 tickets to the banquet & option to purchase more (March 18)

**Gold Level — \$1,500**

- Double Table at vendor exhibit (March 17-19)
- Marketing on conference website & in printed program
- Recognition as lunch sponsor
- Option to purchase tickets to the banquet (March 18)

**Silver Level — \$1,000**

- Table at vendor exhibit (March 17-19)
- Marketing on conference website & in printed program
- Recognition as coffee break sponsor
- Option to purchase tickets to the banquet (March 18)

**Bronze Level - \$500**

- Table at vendor exhibit (March 17-19)
- Option to purchase tickets to the banquet (March 18)

## **ADDITIONAL OPPORTUNITIES TO PROMOTE YOUR NAME OR PRODUCT**

**Presentation at the Conference** If you would like to provide a formal presentation at the conference in lieu of or in addition to sponsorship at one of the above listed sponsorship levels please submit your proposal according to the guidelines described listed later in this document. Vendors who are paying for a sponsorship (Bronze – Platinum levels) may present without additional registration charges. All other presenters, however, must register at the DigitalStream website <http://wlc.csumb.edu/digitalstream> .

• **Supply book bags**

- **Propose and have accepted a presentation at the conference**
- **Support the banquet entertainment event**
- **Donate door-prizes for the closing ceremonies**

## Payment Options

### Checks:

Please make checks out to "Digital Stream"

Mail checks to:

The CSU Monterey Bay Digital Stream Conference Office  
c/o John Jones  
100 Campus Center  
Bldg 201, Suite 201  
Seaside CA 93955

### Credit Cards: (Mastercard, Discover, AMEX & VISA).

Please complete the Credit Card Payment Form below.

Fax completed form to: FAX (831) 582-4502 Attn: John Jones

Credit Card (please circle): Visa    Mastercard    Discover    American Express

**I hereby authorize CSUMB to charge the following amount:** \_\_\_\_\_

Credit Card Number \_\_\_\_\_ Expiration

Date \_\_\_\_\_

Cardholder name as printed on credit card

\_\_\_\_\_

Cardholder's Signature (required)

\_\_\_\_\_

Daytime Phone \_\_\_\_\_

Message Phone \_\_\_\_\_

\_\_\_\_\_

Please email or fax completed copies of this Exhibitor/Sponsorship Agreement (including: Directory Listing, Request to Present and Waiver of Liability, which are part of this document below), and send originals to:

California State University Monterey Bay  
Attn: John Jones  
100 Campus Center, Bldg. 201/201  
Seaside CA 93955  
voice 831.582.3810 fax 831/582-4502

**Shipping:** We can temporarily store materials for you if you wish to ship items ahead of time. Just let us know what is coming, and label all your packages CSU Monterey Bay, Attn: DigitalStream c/o Rick Donovan, 100 Campus Center, University Center, Seaside, CA 93955.

**Exhibitor Directory Listing**  
(To be included in Conference Program, Web Site and Materials)

**Company Name:**

**Educational Sales or Customer Service Contact Info:**

Name:

Address:

Phone:

E-mail:

Web Site:

**Product or Services Description(s):**

**Your Exhibit Description:** Please describe what the attendees may expect to find, experience or do at your exhibit table, such as: *“Learn how to enhance language speaking skills using interactive language software modules in your teaching”*.

**Your Sales & Show Specials:**

**Door Prizes for Conference Attendees:**

Please describe any items that you want to offer and publicized as door prizes for attendees on the last day of the conference, Wednesday, March 19, 2008. *(we want to promote these as soon as possible.)*

**Other Needs or Questions?** Please contact Rick Donovan at 831.582.4450 or email [digitalstream@csUMB.edu](mailto:digitalstream@csUMB.edu) if you have any additional questions or needs.

# Proposal to Present

**Title of Presentation/Talk/Workshop:**

**Company/Institute:**

**Presenter's Name(s) & Title(s):**

**Presenter's Contact Info:**

**Presenter's Background/Bio/Expertise: (150-word max)**

**Type of Presentation:**

Hands-On Workshop

Product/Service Overview

Product/Service Demonstration

**Time Requested:**     45 min.     90 min     other? \_\_\_\_\_

**Abstract/Brief Description of Session : (approx. 150 Words)**

**Benefits/Learning Outcomes** (what will the attendees learn that will be applicable to enhancing their teaching and the learning of their students?)

**Your Presentation's Technical Needs:**

**1)  Classroom or  Computer Lab**

Classrooms have: digital projector, speakers, teacher computer station with high-speed web access. Computer labs include 24 student workstations in addition to the above.

**2)  Mac  Windows     will bring own laptop** (please make sure you can connect to a VGA video port. You must bring your own adapter if necessary.)

**3) Other Equipment needed:** (VCR, overhead, slide projector, etc.):

**4) Software needed for presentation:**

Please note that any software other than our standard University load set cannot be provided. For list of software that is available in our labs and classrooms, please see <http://it.csumb.edu/software/loadsets/> Presenters are encouraged to bring their own laptops with any additional software they require to present.

**5) Any special instructions:**

FOUNDATION OF CALIFORNIA STATE UNIVERSITY MONTEREY BAY  
AND  
CALIFORNIA STATE UNIVERSITY MONTEREY BAY

**WAIVER OF LIABILITY INDEMNIFICATION AND HOLD HARMLESS AGREEMENT**

In consideration of being allowed to participate in the

**Digital Stream Conference Exhibit 2008**

I hereby RELEASE, WAIVE, DISCHARGE AND COVENANT NOT TO SUE THE STATE OF CALIFORNIA, THE TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY, FOUNDATION OF CALIFORNIA STATE UNIVERSITY MONTEREY BAY, AND THEIR OFFICERS AND EMPLOYEES (hereinafter collectively referred to as the "RELEASEES") from any and all liabilities, claims, demands, actions and causes of action whatsoever arising out of or related to any loss, damage, or injury, including death, that may be sustained by minor, or to any property belonging to me or minor, WHETHER CAUSED BY THE NEGLIGENCE OF THE RELEASEES, or otherwise, while participating in such activity, or while in, on or upon the premises where the activity is being conducted.

1. I am fully aware of risks and hazards connected with the activity of exhibiting and presenting at a conference or tradeshow, and I hereby elect to voluntarily participate in said activity, and to enter the above-named premises and engage in such activity knowing that the activity may be hazardous to participant and my property. I VOLUNTARILY ASSUME FULL RESPONSIBILITY FOR ANY RISKS OF LOSS, PROPERTY DAMAGE OR PERSONAL INJURY, INCLUDING DEATH, that may be sustained by participant, or any loss or damage to property owned by me, as a result of being engaged in such an activity, WHETHER CAUSED BY THE NEGLIGENCE OF RELEASEES or otherwise.

2. I further hereby AGREE TO INDEMNIFY AND HOLD HARMLESS the RELEASEES from any loss, liability, damage or costs, including court cost and attorney's fees, that they may incur due to participation in said activity, WHETHER CAUSED BY NEGLIGENCE OF RELEASEES or otherwise.

3. It is my express intent that this Release, and Hold Harmless Agreement shall bind the members of my family and spouse, if I am alive, and my heirs, assigns and personal representative, if I am deceased, and shall be deemed as a RELEASE, WAIVER, DISCHARGE AND COVENANT NOT TO SUE the above-named RELEASEES. I hereby further agree that this Waiver and Liability and Hold Harmless Agreement shall be construed in accordance with the laws of the State of California.

IN SIGNING THIS RELEASE, I ACKNOWLEDGE AND REPRESENT THAT I have read the foregoing Waiver of Liability Indemnification and Hold Harmless Agreement, understand it and sign it voluntarily as my own free act and deed; no oral representations, statements, or inducements, apart from the foregoing written agreement, have been made. As parent/guardian, I certify that he/she is in excellent health and has no physical, mental or emotional problems which are likely to prevent participation in strenuous physical activity. I give permission for participant to be medically treated for illness occurring or injury sustained during such participation and certify that he/she is covered by medical insurance.

IN WITNESS WHEREOF, I have hereunto set my hand on this \_\_\_\_\_ day of \_\_\_\_\_, 200\_.

\_\_\_\_\_  
Exhibitor's Signature

\_\_\_\_\_  
Name of Exhibitor (type or print)

\_\_\_\_\_  
Address

\_\_\_\_\_  
City State Zip

(\_\_\_\_\_) \_\_\_\_\_  
Phone