

CBMC WORLD CONVENTION
IMPACT THE WORLD
SEPTEMBER 24-28, 2014
ORLANDO WORLD CENTER MARRIOTT

The Marketplace: *A Resource Center* Prospectus



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MARKETPLACE PROSPECTUS

The CBMC international community invites you to apply to participate in a re-imagined on site convention exhibition: The Marketplace: A Resource Center at the 10th CBMC World Convention, September 24-28, 2014, at the Orlando World Center Marriott in Orlando, FL.

The Resource Center is a welcoming environment designed for information-gathering and knowledge-sharing. This special Marketplace is a true extension of the World Convention and will be built to invite participants in to continue their education and relationship-building. Participants will want to equip themselves with new tools as they energize their networks, and you can be a catalyst and resource in that process.



The CBMC World Convention brings the world together to celebrate the message of the one Gospel for all people, and you won't want to miss this unique opportunity to share your resources, message and products in this global environment.

Because of the importance and educational value of the Marketplace, many of the Marketplace hours are unopposed by other convention activities. To actively encourage participants to visit the Marketplace, CBMC will offer a special dessert reception as part of the grand opening, Conversation Areas only found in The Marketplace and much more. The Marketplace purposefully will only offer 40 Spaces to maximize participant traffic.



This prospectus contains important details that you need to know to make your participation in the 2014 CBMC World Convention a success.

The World Convention is only held every four years and hasn't been in the United States for over a decade. Participating in The Marketplace is truly your chance to display your resources and educate the CBMC community as we all come together to **Impact the World.**



CBMC GLOBAL VISION

Our vision is a movement of God among business and professional leaders in every nation, resulting in lasting life change that continues to multiply.

CBMC GLOBAL MISSION

We serve God in the global marketplace by establishing and strengthening national and regional leadership teams to effectively present the truths of Jesus Christ to business and professional people and to see lives transformed to Christlikeness.

WHY WILL PARTICIPANTS ATTEND THE 10TH CBMC WORLD CONVENTION?

Discover their place in God's plan

- Open their eyes to God's work in the global marketplace
- See what God is up to in other CBMC ministry locations worldwide

Equip themselves to reach their local marketplace

- Gain tools and tactics to reach unbelievers in their sphere of influence
- Learn how to unleash God's power in their workplace

Energize their network

- Connect to others in the global CBMC leadership community
- Build their community with like-minded believers

Celebrate the message of the one Gospel for all people

- Experience the greatness of God in worship with believers from nations across the globe
- Enjoy a slice of heaven praising God side by side with brothers and sisters in Christ

Impact the world.

CBMC LEADERSHIP



Bob Milligan
Chairman of the Board
CBMC International



Jim Firnstahl
President
CBMC International



Lee Truax
President
CBMC, Inc.



Sam Hwang
Chairman of the Board
CBMC, Inc.



GENERAL INFORMATION

Convention Facility, Marketplace Fees, Marketplace Hours, and Contact Information

Convention Facility:

The CBMC World Convention will be held at the Orlando World Center Marriott in Orlando, FL on September 24-28, 2014. The Marketplace: A Resource Center will be in the Cypress Ballroom. Global Gatherings (General Sessions) will be held in the Palms Ballroom.

Marketplace Space Fees:

\$2,500 per 10x10 space

Space Includes:

- Rental of 100 square feet of carpeted Resource Center Space
- One complimentary Convention Registration (not including hotel)
- Promotional Listings (see Marketplace Space Details, page 5)
- Furnishings (see Marketplace Space Details, page 5)
- Pre/Post-Convention promotional opportunities (see Marketplace Space Details, page 5)

Marketplace Hours:

Marketplace Set Up Hours:

Wednesday, Sept. 24: 7:00 AM – 4:00 PM

(Space must be set up by 4:00 PM)

Marketplace Hours:

Wednesday, Sept. 24: 8:00 – 10:00 PM (Grand Opening and Dessert Reception)

Thursday, Sept. 25: 7:00 – 8:00 AM (Breakfast; unopposed hour);
11:00 AM – 5:00 PM (12:30 – 5:00 PM unopposed hours)

Friday, Sept. 26: 7:00 – 8:00 AM (Breakfast; unopposed hour);
11:00 AM – 5:00 PM (12:30 – 5:00 PM unopposed hours)

Saturday, Sept. 27: 7:00 – 8:00 AM (Breakfast; unopposed hour);
11:00 AM – 5:00 PM (12:30 – 5:00 PM unopposed hours)

Marketplace Dismantle Hours:

Saturday, Sept. 27: 5:00 PM – 10:00 PM (dismantle CANNOT begin prior to 5:00 PM)

Sunday, Sept. 28: 8:00 AM – 12:00 PM

Contact Information:

For questions, please contact:

Pamela Schreiner, pschreiner@cbmc.com, 800.566.2262

Jason Coffey, jcoffey@cbmc.com, 800.566.2262





Housing Information

A block of rooms is being held at Orlando World Center Marriott at a rate of \$125, plus applicable state and local taxes, per night. To book your hotel reservations, please complete the Hotel Information section on the Marketplace Space Application and Contract.

General Contractor:

CBMC offers access to a designated general contractor to ensure your exhibiting experience is smooth and easy. This information will be provided to you upon acceptance of your space application.



Hotel:

Wendy Earley, CMP
Senior Event Manager
Orlando World Center Marriott
8701 World Center Dr.
Orlando, FL 32821
Phone: (407) 238-8737
E-mail: wendy.earley@marriott.com



MARKETPLACE SPACE DETAILS

What You Receive:

- 10' x 10' draped, carpeted space, plus two executive style chairs, one waste basket, one sign (Space # and organization name)
- Organization listing on CBMC website in the World Convention section
- Organization listing in the on site convention program
- Organization listing on the World Convention mobile app
- (1) Complimentary Individual Convention Registration (not including hotel)
- Resources of the Day – each day will allow 10 participating companies to highlight their resources and message; specific to the theme of that day of the convention (i.e.: Discover, Equip, Energize, Celebrate)
- Pre-Convention promotional opportunity: Provide an educational message/tip specific to your resource that will be included in the World Convention mobile app prior to the convention and on social media
- Post-Convention promotional opportunity: Write an article specific to your resource that will be included in the World Convention mobile app after the convention, with a link to the article provided on social media



Special Marketplace Details

- The Grand Opening will include a dessert reception to be held immediately following the Convention Opening and Welcome Dinner. Participants will be encouraged to flow directly into the Marketplace.
- The Marketplace will be home to Conversation Areas; designed environments for participants to interact with regional CBMC branches from all over the world. These Areas will be set up throughout The Marketplace.
- The Marketplace and its resources will be highlighted prior to and all throughout the convention.

SPONSORSHIP DETAILS

CBMC offers a variety of unique sponsorship opportunities to complement your participation in The Marketplace. Why should you sponsor the CBMC World Convention?

- Gain access to an audience with 2,000 marketplace leaders from around the world
- Strategically align your organizational messaging and product by creating value for participants
- Embed your product or service into conference content for more effective sponsorship delivery
- Cross platform sponsorship messaging to increase exposure and depth of engagement
- Align your organization to the CBMC vision and mission
- Access to detailed Sponsor Coaching Guide to the CBMC World Convention Participant

For complete information on Sponsorships please contact Jason Coffey at jcoffey@cbmc.com or visit the Convention website at <http://worldcon14.cbmc.com/resources> for the Sponsorship Prospectus



MARKETPLACE RULES AND REGULATIONS

The General Information, Rules and Regulations, hereinafter stated, comprises the legally binding terms and agreements between the exhibitor and CBMC. By signing and submitting the Application and Contract, you agree to honor and abide by the terms of this agreement as hereinafter stated and as applies to CBMC World Convention, September 24-28, 2014, at the Orlando World Center Marriott, Orlando, FL.

1. **The Marketplace: A Resource Center.** The Marketplace is sponsored and managed by CBMC.
2. **Application and Contract.** Each exhibitor is required to sign the Application and Contract. By doing so, he or she subscribes to the General Information, Rules, and Regulations, which are part of the Application and Contract. The terms of the Application and Contract can be revised only upon written agreement of both parties.
3. **Admissions.** CBMC reserves the right to refuse exhibit space to any applicant for any reason. In addition, CBMC reserves the right to refuse exhibit space to any exhibitor if, after the acceptance of the Application and Contract, information should come to the attention of CBMC, which in the reasonable judgment of CBMC, demonstrates that the proposed exhibit would be inconsistent with the principles espoused by CBMC or unfavorable to the public reputation of CBMC. In the event CBMC should exercise this right, any deposit and exhibit fees paid to CBMC shall be refunded, except that if the denial of exhibit space shall be for failure or refusal of the exhibitor to comply with the terms set forth elsewhere in this Application and Contract, the denial of exhibit space shall be treated as a cancellation by the exhibitor.
4. **Assignment of Space.** CBMC will assign space to exhibitors on a first come, first served basis according to CBMC booth selection policies. CBMC reserves the right to shift space at any time if, in CBMC's judgment, it becomes necessary to do so. CBMC reserves the right to make modifications in the published floor plan as may be necessary to meet the needs of exhibitors and the Marketplace as a whole.
5. **Exhibitor Personnel Registration.** Each exhibiting entity receives one complimentary convention registration per each 100sf increment of contracted booth space. Convention registrations admit exhibitors to all activities included in the general convention registration. Additional fees and separate registration required for other conference components, if so desired. Please contact CBMC for details.

Additional exhibitor personnel beyond the complimentary allotment — \$499

Note: Name badges must be worn by exhibitor representatives during all set-up/tear-down periods and during all official Marketplace hours.

6. **Cancellation of Space.** In the event CBMC has assigned space and the exhibitor desires to cancel the contract, CBMC will refund the deposit and exhibitor fees, minus a 10% administrative fee, paid to CBMC if written notification is received by CBMC on or before May 1, 2014. If written or faxed notification is received by CBMC after May 1, 2014, there is no refund.
7. **Default of Occupancy.** Any exhibitor failing to occupy any space contracted for but not canceled, by 4:00 p.m., Wednesday, September 24, 2014, is obligated to pay the full cost of such space. In the event of default, all obligations of CBMC to exhibitor hereunder shall cease and CBMC shall have the right to use said space to suit its own convenience, including selling the space to another exhibitor without any rebate or allowance to the defaulting exhibitor.



8. Visitors. The CBMC conference and exhibition is not open to the public. CBMC shall have sole control over all admissions. All persons visiting the exhibition area will be admitted according to the rules and regulations of the conference and exhibition as issued or amended by the authorized representatives of CBMC.
9. Subletting Space. No exhibitor shall assign, sublet, or share the space allotted without written consent of CBMC.
10. Conformance to Laws. Exhibitor agrees for himself or herself and his/her employees to use contracted space for lawful purposes only and will conform to all laws, ordinances, and regulations. The exhibitor must comply with all local and hotel safety, fire, and health ordinances for the installation and operation of equipment.
11. Decorator Rules and Regulations. Exhibitor agrees to conform to all rules and regulations of the exhibition's official decorator as detailed in the official service kit provided by that company. Where union personnel are required by the decorator and/or hotel, the exhibitor must comply with union requirements. CBMC is not responsible for decorator and/or convention center personnel, nor can CBMC guarantee that services and/or utilities promised by the decorator and/or convention center shall be available during the exhibition. Contact the decorator directly for specific information relating to your exhibit space requirements, exhibit freight, shipping instructions, labor rules and regulations, deadlines, and other questions.
12. Exhibitor Service Kits. It is anticipated that Exhibitor Service Kits will be sent by the Official Service Contractor in May 2014. Exhibitors must have paid all financial obligations related to exhibiting in order to be sent an Exhibitor Service Kit.
13. Loading and Unloading. Loading and unloading is permitted only through the loading dock. Exhibitors may load and unload non-commercial automobiles, station wagons, mini-vans, SUVs and non-commercially registered 4-wheel pick-up trucks and vans. The Marriott does not provide carts, dollies, pallet jacks, labor, etc., for exhibitors' use. Exhibitors are permitted to use carts, dollies, luggage carriers, 4-wheel flat-bed carts and 2-wheel hand trucks via the loading docks only. Public elevators are not to be used to transport freight or equipment. No empty crates, packing materials and boxes may be stored by exhibitors at the Marriott.
14. Fire and Safety Regulations. All aisles must be kept clear, clean and free of obstructions. Exhibitors must ensure proper, safe construction and materials. Materials used in the construction of displays (e.g., draping, table coverings, banners, scenery, evergreen trees, shrubs) must be treated with an effective fire retardant. Only non-combustible materials or fire-retardant wood may be used. Flammable liquids are not allowed within the Marriott. All exhibits and/or displays are subject to inspection by Fire Marshal. Show management, exhibitors, service contractors and all other involved parties must comply with all Federal, State and Municipal fire codes that apply to places of public assembly.
15. Shipment of Exhibit Materials. Exhibitor shall make arrangements for shipment and delivery of materials consigned to the decorator's warehouse and NOT to the Orlando World Center Marriott, nor to CBMC. Neither the hotel nor CBMC assumes any responsibility for display materials shipped erroneously to them. Refer to the official decorator's service kit for shipping deadlines and instructions, or call the decorator directly.



16. Exhibit Space. Exhibitor must return, in the same condition as was found/delivered, all host facility property and space used during the exhibition. Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend and save CBMC, the Orlando World Center Marriott, and their employees and agents harmless against all claims, losses and damages to persons and property, governmental charges or fines, and attorney's fees arising out of or caused by exhibitor installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of the Orlando World Center Marriott and its employees and agents. In addition, exhibitor acknowledges that neither CBMC nor Orlando World Center Marriott maintain insurance covering exhibitors' property in that it is the sole responsibility of each exhibitor to obtain business interruption and/or property damage and/or insurance covering such losses by any exhibitor.
17. Security. Although CBMC may seek to arrange for security personnel to maintain a watch before and after the exhibition, neither CBMC (nor the security company personnel) shall be liable for any damage or theft to the exhibitor's display or property. Any security that CBMC contracts is for CBMC and its guests and not for the protection of exhibitor, exhibitor's property, or exhibitor's workers. The exhibitor should not rely on CBMC provided security for any reason.
18. Delivery and Removal. Under no circumstances will the delivery or removal of any portion of an exhibit be permitted during the Marketplace hours without permission first being secured in writing from CBMC.
19. Limitation on Promotion and Demonstrations. During the Convention and Marketplace, all demonstrations, promotional activities, and distribution of materials must be confined within the limits of the exhibit booth(s) in the Marketplace. The playing of loud music, videos, films, or the like, or any other loud or distracting activity that could be objectionable to neighboring exhibitors is prohibited.
20. Show Floor Restrictions. Access to the show floor during set-up (load-in) and tear-down (load-out) times will be restricted to officially-registered exhibitor personnel and/or their designated EACs. Absolutely no one under 18 years of age will be permitted on the show floor during these set-up/tear-down times.
21. Copyrights. Exhibitor warrants that all copyrighted material to be performed or played has been duly authorized or licensed by the copyright owners or their representatives and agrees to indemnify and hold CBMC harmless from any and all claims, losses, expenses, including legal fees, which might arise from questions of use of any such material described above.
22. Use of Space. Exhibitor's display, equipment, and materials shall be confined to the actual dimensions of the booth space contracted for and be in compliance with IAEE Guidelines for Display Rules & Regulations. Height of display should not be such that it could be objectionable to other neighboring exhibitors. Aisles may not be used by the exhibitor. The exhibitor is responsible for maintaining a neat and clean booth. All tables must be either finished or draped.
23. Exclusions. Firms or organizations not assigned space in the exhibit area will be prohibited from exhibiting or soliciting business within the exhibition or conference area. Smoking and alcoholic beverages are not permitted on the exhibit floor.
24. Selling in the aisles. Any selling activity in the exhibit aisles is strictly prohibited and will be enforced. If such activity is observed, it should be reported to CBMC staff.



25. Insurance. It shall be the responsibility of the exhibitor to provide for his or her own insurance needs. CBMC shall not provide insurance for the exhibitor.
26. Limitations of Liability. Neither CBMC , its employees, officers, agents, directors, volunteers, or affiliates shall be liable for any injury, loss, or damage to person or property of exhibitor, its employees, agents, and invitees except to the extent that such injury, loss, or damage is caused directly and proximately by substantial negligence on the part of CBMC or its employees. Exhibitor by its execution of this contract expressly waives the right to claim any such excluded liabilities against CBMC and its respective employees, officers, agents, directors, volunteers, or affiliates and acknowledges that it will neither hold nor attempt to hold the organization or any such person liable for any cause whatsoever other than injuries or damages occasioned directly and proximately by the substantial negligence of such persons.

CBMC, Inc.
PO Box 8009
Chattanooga, TN 37414
800.566.2262
www.cbmc.com

<http://worldcon14.cbmc.com>



APPLICATION & CONTRACT

Application and Contract available online at <https://events.cbmc.com/event/worldcon14exhibitors>

PART I: ORGANIZATION INFORMATION

Organization Name _____

Address _____

City _____ State _____ Zip _____

Website: _____

Contact Person *This person will serve as CBMC's direct point of contact in matters pertaining to your exhibit booth.*

First Name _____ Last Name _____ Title _____

Phone _____ E-mail _____

Organization Description *(50 words or less). This description will be used in convention materials and on the convention website.*

The CBMC World Convention is a marketplace-based convention. Please explain how your organization's product or service fits in the marketplace and how it is a resource for convention participants. **NOTE: CBMC reserves the right to decline any potential Marketplace applicant if the organization does not fit in the scope and vision of the convention and/or CBMC.**



PART II: MARKETPLACE SPACE INFORMATION

- (1) 10x10 Marketplace Space for \$2,500 USD
- (1) Additional 10x10 Space for \$2,500 USD

Total Payment for Space \$ _____

PART III: COMPLIMENTARY CONVENTION REGISTRATION INFORMATION

If different from above Contact Person, please note the information for the participant to receive the complimentary convention-only registration that comes with your space.

First Name _____ Last Name _____

Address _____

City _____ State _____ Zip _____

E-mail _____

Hotel accommodations at the host hotel, Orlando World Center Marriott, will be made directly by CBMC at the inclusive rate of \$140 USD per night.

Hotel Arrival Date for Complimentary Participant: _____

Hotel Departure Date for Complimentary Participant: _____

Total Number of Nights at Hotel: _____

Total Payment for Hotel: \$140 X ____ Nights= \$ _____

For all other participants from your organization, please visit the CBMC Convention website at <http://worldcon14.cbmc.com/registration> to register and secure hotel accommodations.



PART IV: PAYMENT INFORMATION

Total Payment (including Space and Hotel Arrangements) \$ _____

Payment Type Visa MasterCard Discover American Express

Check

Please make check payable to CBMC, Inc. and send , along with completed application, to PO Box 8009, Chattanooga, TN 37414

Credit Card Number _____ Expiration Date _____ CVV Code _____

Name on Card _____

Billing Address (if different from Organization address) _____

City _____ State _____ Zip _____

Signature: _____

PART V: APPLICATION AND CONTRACT SIGNATURE

By signing below, we understand:

All reserved Marketplace space must be paid for in full by June 30, 2014. If assigned space is not paid in full by this date, it may be assigned to another organization at the discretion of CBMC. Cancellation of reserved space must be made in writing to CBMC or its representatives and may result in forfeiture of deposits and exhibitor fees based upon the deadlines outlined in the Cancellation of Space Policy in the Marketplace General Information, Rules and Regulations.

The CBMC World Convention is a marketplace-based convention. **CBMC reserves the right to decline any potential Marketplace applicant if the organization does not fit in the scope and vision of the convention and/or CBMC.**

On behalf of said company or organization, I, as the duly authorized representative of the undersigned company or organization, subscribe and agree to all the terms, conditions, authorizations and covenants contained in the Exhibitor Application and Contract and the General Information, Rules and Regulations. I understand this contract is not valid and confers no rights until it is accepted by CBMC's authorized representative and I receive confirmation of that acceptance.

Signature _____

Printed Name _____ Title _____

Organization _____