



OCTOBER 16 - 19, 2024

DCDT 2024 Annual Conference



**Opportunities to
Sponsor, Exhibit, Advertise
www.dcdt.org**





DIVISION ON CAREER DEVELOPMENT AND TRANSITION

COUNCIL FOR EXCEPTIONAL CHILDREN

LIVING • LEARNING • WORKING

International Division on Career Development and Transition (DCDT) promotes progressive policies, sound research, professional development on effective practices to support transition planning to improve post-secondary education, employment, and community participation of individuals with disabilities. The DCDT Annual Conference is typically attended by 800 thought leaders in transition research, policy, and practice. DCDT is a leader in the special education and transition field and the DCDT Annual Conference is an ideal way to reach your target audience.

Who Attends DCDT?

Conference attendees are leaders and decision-makers in every setting that concerns the delivery of transition and supporting youth with disabilities to achieve positive post-secondary employment, post-secondary education, and full community participation.

- Case Managers
- Consultants
- K-12 Educators
- Higher Educators
- Disability Services Specialists
- Policy analysts
- Psychologists
- Rehabilitation Specialists
- Researchers and Faculty
- Self-Advocates and Family Members
- Service Providers
- Social Workers

Who Exhibits at DCDT?

Exhibitors typically address the needs of those who support transition planning for youth with disabilities and programmatic services or products, such as

- Assessment tools and services
- Assistive technology
- Books, curricula, and journals
- Communication and recordkeeping support.
- Educational materials
- Employment supports.
- Agencies/Professional Organizations
- Residential service supports.
- Training
- Travel programs
- Video services
- University programs
- Post-Secondary Education Supports



The meeting will be held at the:
Westfields Marriott Washington
Dulles,
Chantilly, VA,



DCDT has a special rate! Please [book here](#)

SPONSORSHIPS

CONFERENCE SPONSORSHIPS	Copper \$1,850	Silver \$2,550	Gold \$3,550	Platinum \$5,500
Exhibit booth	✓ Standard (tabletop) size	✓ Standard (tabletop) size	✓ Standard (tabletop) size	✓ Standard (tabletop) size
Sponsor logo with hyperlink to website and conference app	✓	✓	✓	✓
Sponsor acknowledgement in welcome remarks, program, and event slides	✓	✓	✓	✓
Bag insert—one item to be included in attendees' bag			✓	✓
Complimentary general registrations	2	3	5	10
One-time social media promo			✓	✓
One-time exclusive personalized email blast to conference registrants (pre- or post- conference)			✓	✓
Featured Showcase Conference Breakout Session during the conference (host a 30-minute pre-recorded session posted on the conference app for all to view)			✓	✓
Advertisement yearlong on DCDT website and the DCDT online Conference proceeding publications				✓

SINGLE EVENT SPONSORSHIPS

Opening Session	\$6500	2 opportunities	<ul style="list-style-type: none"> Prominent recognition on the conference website May have a representative introduce opening speaker. One (1) Bag insert One Exhibit 10 complimentary registrations
President's Reception	\$10000	1 opportunity	<ul style="list-style-type: none"> Prominent recognition on the conference website Recognition in the mobile app DCDT President will provide recognition and spotlight to you and introduce you to speak for 10 minutes One (1) Bag insert One Exhibit 10 complimentary registrations

To confirm your sponsorship, please complete the sponsorship engagement form on page 6

OTHER SPONSORSHIP OPPORTUNITIES

Interested in sponsoring a specific event or getting visibility? Contact us to craft sponsor acknowledgement that meets your needs. DCDT welcomes creative sponsorship ideas.

Contact Stacie Dojonovic at sdojonovic@ku.edu

EXHIBITING

Connect with attendees by exhibiting! (Exhibits sold on a first-come, first-serve basis—limited availability.)

EXHIBIT LOCATION

The exhibit space for this conference will be in an area in which all attendees will congregate for substantial periods each day of the conference. Continental breakfast and a coffee break will be served in the exhibit area as well as our opening session and President's Reception. The area will be locked overnight.

FEE

\$675.00 per exhibit table

- Exhibitor space on the conference app
- One (1) skirted 6-ft table and two (2) chairs.

Exhibit Hours:

Wednesday, October 16

- 5:00 pm – 7:00 pm
(Opening Session)

Thursday, October 17

- 7:30 am – 5:00 pm
Exclusive Time
- 5:00 pm – 6:30 pm
(Reception)

Friday, October 18

- 7:30 am – 5:00 pm

Saturday, October 19

- 7:30 am – 12:00 pm

INSTRUCTIONS

SET-UP: All displays may be installed from 9:00 am -4:00 pm on Tuesday, October 15 or Wednesday October 16, 2024, and must be fully installed by 5:00 pm.

DISMANTLING: All displays are to be dismantled starting at noon on Saturday, October, 19, 2024. It is the responsibility of the exhibitor to see that all materials are delivered to the exhibit area and removed from the area by the specified deadline.

SHIPPING: All materials should be shipped to the hotel at your own expense.

Please address packages being shipped to the hotel to:

Westfields Marriott

Attn: Guest's Name/Company (if necessary)

14750 Conference Center Drive

Chantilly, VA 20151

Please note, exhibitors must contact UPS or Fed-Ex directly to schedule a pickup when shipping packages back out from the hotel.

DEADLINE

The signed agreement with full payment must be received by **September 20, 2024**. Remember, we have limited number of available tables; merely sending this contract by the deadline does not guarantee you a table.

ELECTRICITY/AUDIO VISUAL/INTERNET



Each exhibitor is responsible for their own costs related to dedicated electricity, Internet connection, and AV equipment. An exhibitor information sheet will be sent by the end of September 2024 with the contact information for our AV company.

EXHIBIT MOVE IN	EXHIBIT MOVE OUT
Tuesday, October 15 or Wednesday, October 16	Saturday, October 19
9:00 am —4:00 pm	Noon – 3:00 pm

Reach attendees by advertising!

BAG INSERT ITEMS	Number of Sponsorship Opportunities	A la Cart Fee
Mousepad	Two	\$2,000
Pen	Unlimited	\$1,200
One 8.5 x 11-inch single page item	Unlimited	\$1,000
Small promotional items, such as eyeglass cleaning cloths, lip balm, first aid kits, bandanas, etc., (measuring approximately 3x4x1-inches or less)	Unlimited	\$1,000
Gift cards	Unlimited	\$1,000

A conference bag is placed directly in the hands of each attendee. Inserts are limited to lightweight items (such as, but not limited to, flyers, brochures, pens, or postcards), inserts must measure no larger than 8.5 x 11 inches. Advertisers must arrange to ship 500 copies* of their item to DCDT by the deadline. DCDT reserves the right to refuse materials delivered after the deadline. To be included in the attendee bag, all proposed items must be approved by DCDT see the Terms and Conditions on page 7.

Submission Requirements

- All inserts must be approved, please send a sample (pdf preferred) to sdojonovic@ku.edu
- See terms and conditions on page 7.

Deadline

Inserts must be sent directly to the hotel, attention of Stacie Dojonovic and must arrive by Friday, October 11, 2024. DCDT is not responsible for your items not arriving on time. Shipping instructions will be provided after your payment has been received.

EXHIBITOR TERMS AND CONDITIONS

ACCEPTABILITY OF EXHIBITS - All exhibits shall serve the interests of the members of DCDT and its affiliates and shall be operated in a way that will not detract from other exhibits or the convention as a whole. DCDT reserves the right to deny the exhibit space to any potential exhibitor if DCDT determines that the content or intention of the exhibitor is inconsistent with the goals and objectives of DCDT. Acceptance of an exhibit does not imply an endorsement of the exhibitor.

EXHIBIT ASSIGNMENTS - Reasonable effort will be made to avoid the assignment of adjacent booths to direct competitors. Location assignments will not be made until payment is received in full.

CANCELLATION OF EXHIBITS – In the event that fire, strike, or other circumstances beyond the control of DCDT cause the meeting to be cancelled, a full refund of exhibit fees will be offered.

PAYMENT AND CANCELLATION – The exhibit fee must accompany the agreement. Vendors may cancel this agreement by written notice to DCDT. Cancellations made on or prior to September 14, 2023, will be subject to a \$75 cancellation fee. **No** refunds will be made on cancellations after September 14, 2023.

SECURITY AND INSURANCE - The Exhibit area will be secured in the evening. However, we encourage you to take valuable items with you when you leave the table. DCDT nor the hotel will not be liable for damage or loss to exhibitor's property nor shall DCDT be liable for any injury that may occur in the exhibition area. Exhibitors should make their own insurance and material storage arrangements.

DAMAGE TO EXHIBIT AREA - Nothing shall be posted on or tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the hotel, conference, or exhibit area without permission from the proper building authority and DCDT. If such damage appears, the exhibitor shall be liable to the owner of the property damaged.

INSTALLATION AND DISMANTLING - All exhibits must be in place and set up by the time of the official opening to the show. Space not occupied or set up by that time may be reassigned for other purposes.

DEFAULT OCCUPANCY - Any vendor failing to occupy space that has been contracted is not relieved of the obligation of paying for such space at the full rental price, and DCDT shall have the right to use such space as it sees fit.

RESTRICTIONS ON USE OF SPACE - No exhibitor shall sublet, assign, or share any part of the space allocated to it without the written consent of DCDT.

CODE OF CONDUCT

Exhibitors are expected to conduct themselves in a professional manner and treat other with respect. Exhibitors shall not engage in disruptive behavior of any type. DCDT reserves the right to remove exhibits that are not following the code of conduct.

RESPONSIBILITY OF DCDT AND THE EXHIBIT FACILITY: Insurance and liability are the full, sole responsibility of the exhibitor. The exhibitor agrees to protect, save, defend, and keep DCDT and the Silver Legacy Resort and Casino forever harmless from any damages or charges imposed for violation of any law or ordinance occasioned by the negligence of the exhibitor, as well as to comply strictly with the applicable terms and conditions contained in this agreement between DCDT and the exhibit facility regarding said premises; further, the exhibitor shall at all times protect, indemnify, save and defend, and keep harmless DCDT and the Hotel against and from any and all loss, cost, damage, liability, or expense by reason of any accident or other occurrence to anyone, including the exhibitor, its agents, employees, and business invitee that arises or by reason of said exhibitor's occupancy and use of the exhibit premises or a part thereof. DCDT does not assume responsibility for **any** advertised or exhibited services or materials.