



November 4, 2015

Greetings:

The Maryland Association for Adult, Community and Continuing Education (MAACCE) invites you to participate at our 2016 Annual Conference, to be held at **The Conference Center at the Maritime Institute, Linthicum Heights, Maryland**, on May 12<sup>th</sup> and 13<sup>th</sup>, 2016. This year the conference will bring together more than 400 representatives from the various fields of adult and continuing education.

The MAACCE Conference is a prime opportunity for you to showcase your products and services to a receptive audience of adult educators. The fee for each exhibit table is \$280. One representative from each table is invited to be our guest at **lunch** for both days; other representatives may add \$50 a day to cover food expenses. The **deadline** for reservations and payment is **April 15, 2016. However, space is limited, so we encourage you to reserve your table soon.**

Advertising space is available in the conference booklet. All advertisements will be printed in black and white. Rates are **\$125 for a full page (5" x 8")**, **\$75 for a half page (5" x 4")** and **\$50 for a quarter page (2 ½" x 4")**. Space on the **inside front and back covers** is also available at **\$160**. Please consider advertising even if you are unable to join us in person as an exhibitor! Please submit digital files for all ads. Preferred format is PDF. Make sure PDF is Print/Press Quality (high resolution) and all fonts are embedded 100%. E-mail your ad to [maacce@gmail.com](mailto:maacce@gmail.com).

**Conference Contributions** – For our approximately 400 conference bags we would welcome imprinted items, such as pens, notepads, hand sanitizer, etc. *plus* 1 promotional piece for each bag: examples include brochure, flyers, or small catalogs. Please inform us of your interest by **April 15, 2016** and plan to ship items to arrive to us by **May 6, 2016**.

**Contributions for End of Conference raffle** – We invite you to donate a basket/item to be raffled during Friday's lunch which will give your organization additional exposure. The participants are *very* appreciative of the prizes. Please let us know before or during the conference if you have any items you can contribute.

We also have sponsorship opportunities to make conference participants better aware of your services.

**Gold Level: \$3,000** Gold level sponsors receive 2 full conference registrations, formal recognition at conference group events, logo on MAACCE Conference website and promotional materials, full page ad in program book, and exhibit space.

**Silver Level: \$2,000** Silver level sponsors receive 1 full conference registration, formal recognition at conference group events, logo on MAACCE Conference website and promotional materials, half page ad in program book, and exhibit space.

**Bronze Level: \$1,000** Bronze level sponsors receive formal recognition at conference group events, logo on MAACCE Conference website and promotional materials, quarter page ad in program book, and exhibit space.

**Copper Level: \$500** Copper level sponsors receive formal recognition at the conference group events.

**If you want to propose a workshop presentation, the deadline is January 15, 2016.** Please check the MAACCE website, [www.MAACCEmd.org](http://www.MAACCEmd.org) or request a proposal form ASAP.

The room rate at the Maritime Institute is \$139 (single)/\$159 (double) + tax per night. This special rate is available until April 11. Reservations will be made online at [www.ccmmit.org](http://www.ccmmit.org) by entering the Client (MAACCE), Group ID and Password or by calling the CCMIT and referencing the group name.

We look forward to seeing you this year at the conference! Contact Exhibitor Chairperson Shelley Alter at 443-412-2054 or [salter@harford.edu](mailto:salter@harford.edu) or Conference Chairperson Leann Lorenz at [leann.lorenz@maryland.gov](mailto:leann.lorenz@maryland.gov) if you have any questions or need additional information.

The Conference Center at the Maritime Institute  
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Website: [www.ccmmit.org](http://www.ccmmit.org)