

February 11, 2014

Dear Member,

The BC Care Providers Association (BCCPA) is seeking a title sponsor to design and produce **registration bags** for the Annual General Conference being held from May 25-27, 2014 in Whistler, BC. Please find enclosed a Special Request for Sponsorship Proposal, as well as the Submission Form. Proposals are due Friday, February 21 by 12:00 p.m. (PST).

The Association will be inviting attendees and sponsors to the conference, which includes a breakfast, coffee breaks, exhibits, keynote addresses, a golf tournament, dinners, and a Whistler Village lunch tour.

Sponsorship proposal instructions are outlined in the enclosed materials. If you have any questions, please do not hesitate to contact me directly at 604.736.4233 ext. 231 or by e-mail at: hart@bccare.ca

We look forward to receiving your proposal.

Sincerely,

Hart Dashevsky
Consultant for Membership Services

Enclosures

SPECIAL REQUEST FOR SPONSORSHIP PROPOSAL

2014

DEADLINE TO SUBMIT PROPOSAL: Friday, February 21, 2014 by 12:00 p.m. (PST)

Instructions

1. Submit your proposal by **Friday, February 21, 2014 by 12:00 p.m. PST.**

BC Care Providers Association
301 – 1338 West Broadway
Vancouver, BC V6H 1H2
Attn: Hart Dashevsky

Or by e-mail: **hart@bccare.ca**

2. The person(s) authorized to sign on behalf of the proponent and to bind the proponent to the proposal must sign the proposal.
3. All proposals will be irrevocable for a period of ninety (90) days from the date of the proposal submission deadline.
4. If you have any questions about the proposal, please contact:
Hart Dashevsky
Consultant for Membership Services
604.736.4233 ex 231
hart@bccare.ca

Scope of Request

The purpose of this Special Request is to select a sponsor for **registration bags** to provide to all attendees for the Annual General Conference in Whistler from May 25-27, 2014.

2014 sponsors will have the first right of refusal for the 2015 AGM.

Sponsorship

This is an exclusive sponsorship (1) for this event:

- Sponsor will produce and provide the registration delegates' bags along with prior bag specifications for size (medium-sized suggested) for approval by the BCCPA. BCCPA will advise the successful bid on the exact quantity to produce upon selection of the winning bid.
- **The BC Care Providers Association must approve all final designs and provide authorization before production and distribution of the products.**
- **Final deadline for submissions of the Requests for Proposals is 12 pm PST, February 21, 2014.**

Confidentiality

Proposals will be kept confidential.

Right to Cancel

The BC Care Providers Association has the right to cancel at any time this Special Request or any part of any agreement resulting from it.

Governing Law

This Special Request and any proposal submitted in response to it will be governed by the laws of the Province of British Columbia. Any dispute arising out of this Special Request or its process will first be mediated. If mediation is unsuccessful, the dispute will be determined by a court of competent jurisdiction in the Province of British Columbia.

BCCPA Rights

The BC Care Providers Association reserves the right to:

- reject any or all proposals;
- re-issue this Special Request;
- cancel this Special Request with or without issuing another Special Request;
- supplement, amend, substitute or otherwise modify this Special Request;
- permit or reject modifications to or corrections of proposals; and
- request additional or clarifying information or more detailed information from any proponent.

Decisions

By responding to this Special Request, proponents will be deemed to have agreed that the decision of the BC Care Providers Association is final and binding.

Timeline

Special Request issued:

February 6, 2014

Proposals due:

February 19, 2014 (12:00 p.m. Noon PST)



SPECIAL REQUEST FOR SPONSORSHIP PROPOSAL

Submission Form – Registration Bags

Company name:

Address:

Individual contact:

Position:

Telephone:

Email:

Industry: BCCPA member: Yes / No

If no, have you enclosed a membership application? Yes / No

Total Amount of Bid: \$

Exclusive Sponsorship of the lanyards and bags for the Annual General Conference in Whistler from May 25-27, 2014.

Additional sponsorship and advertising with BCCPA (check all that apply):

Additional comments:

Authorized Signature

Date

Name

Position