

**California Bus Association**  
**47th Annual Convention & Trade Show**  
*"Moving Forward"*

**October 24-26, 2021**  
**Henderson, NV**  
**Westin Lake Las Vegas Resort & Spa**



**Associate Member or Non-Member Registration Form—print or type**

Company		
Address		
City	State	Zip
Phone	Email	
Signature	Printed Name	Date

Registrant Name (include employees & family)	Email Address	Cell Phone	**one day pass
#1 (\$867)			Not available
#2 (\$290)			
#3 (\$290)			
#4 (\$290)			
#5 (\$290)			

**Attendee Check  
Events Attending**

#1 #2 #3 #4 #5

Sunday, October 24					
FAM Tour					
Opening Reception					
Monday, October 25					
Monday Breakfast					
Monday Lunch					
Monday Night Madness***					
Tuesday, October 26					
Tuesday Breakfast					
Tuesday Lunch					
Awards Banquet					
Golf Tournament					
Sunday Tournament					
Golf Handicap					

\*\* One-day registration is available only after the first registration has been paid. For one-day registration only, please indicate the individual's name and which day they plan on attending (Vendor Expo and BISC are scheduled for Tuesday, October 26.) Badges will be color coded to indicate registration for each day's events and are only valid for that day. One day pass includes daytime activities, breakfast and lunch.

Registration will be finalized upon receipt of completed registration forms and full payment of all registration fees and / or exhibit fees where applicable. Registrations received after October 15, 2021 are subject to availability.

\*\*\* Monday Night Madness is free of charge to Operators and is open only to Operators and to its Associate member sponsors.

In order to properly plan for each event, please indicate which event each of your attendees will participate in.

**California Bus Association**  
**47th Annual Convention & Trade Show**  
*"Moving Forward"*

**October 24-26, 2021**  
**Henderson, NV**  
**Westin Lake Las Vegas Resort & Spa**



**Convention Registration for Associate Members & Non-Members**

Registration & Events	Fee	Quantity	Sub-Total
Associate 1st Registrant and Membership Fee (includes membership through June 30, 2022)	\$867		\$867.00
Additional Registrants	\$290 ea		
One Day Pass—Monday**	\$185 ea		
Monday Night Madness Sponsorship	\$145 ea		
One Day Pass—Tuesday (BISC & Vendor Expo)**	\$185 ea		
Awards Banquet on October 26 for full registration	Included		\$0.00
Awards Banquet for One Day Pass holders	\$75 ea		
FAM Tour to Hoover Dam (minimum 30 passengers)	\$60 ea		
Sunday Golf Tournament (space is limited)	\$145 ea		
Exhibitor Table (complementary with sponsorships beginning at \$1,500)	\$350 ea		
Booth Electrical (20 Amp 110 V outlet at an additional cost of \$132 in advance or \$200 on day-of)	\$132 ea		
Bus Exhibit (price per coach)	\$300 ea		
<b>Total Due (Registration is final after payment is received)</b>			

**Payment Method**

Check payable to <b>California Bus Association</b>			
Visa	Master Card	American Express	
Card #			
Exp. Date		Security Code	
Billing Address			
City	State	Zip	
Cardholder Name			
Signature			

Register by mail, fax, email, or on-line at [www.cbabus.com](http://www.cbabus.com)  
 California Bus Association  
 P O Box 6123  
 Concord, CA 94524  
 Phone: 916-750-3925 Fax: 916-750-3922  
 Email: [information@cbabus.com](mailto:information@cbabus.com)

**Cancellation Policy:**

Individual cancellations will be accepted in writing only and must be made prior to 12:00 p.m. PT on Friday, September 24, 2021 in order to receive a full refund, less a \$25.00 processing fee. Refunds for individual cancellations made after 12:00 p.m. on September 24, 2021 will be offered at 50% of registration fee..

**Waiver of Liability:**

By registering for the California Bus Association's ("CBA") 2021 Annual Convention & Trade Show ("Convention"), Registrant hereby irrevocably releases CBA, its staff, directors, presenters, employees and any other individuals or entities associated with CBA, from any and all liability related to, or arising from, Registrant's attendance and participation in the Convention, the information provide therein, changes to its schedule, and hospitality services (e.g. lodging, food and transportation) incidental to the Convention, including, but not be limited to, any and claims, actions or losses for bodily injury, property damage, death, costs, expenses, and charges. Registrant voluntarily and knowingly assumes all risks related to, or arising from, the Convention.

**California Bus Association  
47th Annual Convention & Trade Show  
"Moving Forward"**

**October 24-26, 2021  
Henderson, NV  
Westin Lake Las Vegas Resort & Spa**



## Exhibitor Rules & Regulations

### Rules

These rules and regulations govern the exhibits under the auspices of the California Bus Association (hereafter listed as CBA) are part of the agreement for exhibit space.

### Space Size And Price

Each exhibit space includes one draped 6' table with one chair. Electricity can be provided if requested. (20 Amp 110 V outlet at an additional cost of \$132 in advance or \$200 on day-of) **Freestanding displays are permitted in the outer perimeter of the room if they are no wider than the exhibit table.** The rate per table is \$350.00. Tables are available to current members of CBA only. We will not be using pipe and drape.

### Use Of Space

Exhibitors shall arrange their exhibits so that they do not obstruct other exhibits. Aisles must be kept clear; to this end, exhibits should be so arranged that exhibitors will be inside the space assigned. All material used for decoration, i.e., paper, cardboard, cloth, etc., shall be flame-retardant type. Safety and fire exits and equipment must be left accessible and in full view at all times.

### Liability

It is mutually agreed that the California Bus Association and Westin Lake Las Vegas Resort shall not be liable to any exhibitor for any damage to or for the loss or destruction of an exhibit on the property of an exhibitor or injuries to his/her person resulting from any cause. All claims for any such loss, damage, or injury are expressly waived by the exhibitor.

### Restriction

CBA reserves the right to prohibit any display or exhibit or any part of a proposed exhibit which it judges not suitable or in accordance with the general character of the exhibits; this refers to conduct of persons, printed matter, souvenirs, or anything that may be classed as unsuitable.

### Cancellations

In the event an exhibitor finds it necessary to cancel its participation in the CBA 2021 Trade Show, refunds will be as follows: For cancellations through September 24, 2021, a full refund less a \$25 processing fee will be provided. For cancellations after September 24, 2021, a full refund less a \$25 processing fee will be provided **if space is resold**; a 50% refund will be provided **if space is not resold**. All cancellations must be received in writing by September 24, 2021. Please email to [information@cbabus.com](mailto:information@cbabus.com) to ensure prompt delivery. Mail requests may be sent to PO Box 6123, Concord, CA 94524, however, timely delivery cannot be assured.

### Failure To Occupy Space

Space not occupied will be forfeited by exhibitor without refund.

### Installation Of Exhibits

Installation of exhibits will be on Tuesday. See schedule for time.

### Open Exhibit Hours

Tuesday, October 26, 2021. See schedule for time.

### Removal of Exhibits

No exhibits may be dismantled before the official closing of the CBA 2021 Trade Show at 3:45 p.m..

### Exhibitor Registration

Exhibiting companies must be registered Convention attendees. Refer to the Registration form enclosed for the required registration fees. Only those persons wearing badges issued by CBA for the Convention will be permitted into the exhibit hall. It is important that all exhibitors be registered. Badges must be worn at all times; badge swapping among personnel is prohibited.

### Rights Of Trade Show Management

Should any emergency of any nature arise previous to the opening show date which would prevent its scheduled opening, destruction or damage to the exhibit area by fire, wind storm strikes, acts of God, etc., or a declaration of any emergency by the Government, it is expressly agreed that CBA may retain as much of the payment for exhibit space as is necessary to cover the expenses incurred by the Association up to the time of such emergency. All points not covered by these rules are subject to the judgment of the Board of Directors of CBA.

### Shipping of Display Materials

A convention service will not be used by CBA. Each exhibitor may ship their display materials to the hotel no more than three (3) days prior to the date of the function. The following information must be included on all packages to ensure proper delivery:

1. Company Name
2. Guest's name
3. c/o CBA Annual Meeting & Convention
4. Westin Lake Las Vegas Resort  
101 Montelago Boulevard  
Henderson, NV, 89011  
702-737-3100
5. Date of Function - October 24-26, 2021

Packages can be picked up at the Westin business office between the hours of 8:00 a.m. and 6:00 p.m., Monday through Friday and between 9:00 a.m. and 2:00 p.m. on Saturday. Westin Lake Las Vegas Resort will charge a package handling fees based on size and type of package sent. Business Center rates are available on the fee schedule page attached.



**California Bus Association  
47th Annual Convention & Trade Show  
"Moving Forward"**

**October 24-26, 2021  
Henderson, NV  
Westin Lake Las Vegas Resort & Spa**



**Westin Lake Las Vegas Hotel & Spa Business Center Rates**



**Shipping and Receiving**

Letters	\$5 per letter
1 to 15 lbs.	\$10 per package
16 to 30 lbs.	\$18 per package
31 to 80 lbs.	\$25 per package
81 to 100 lbs.	\$45 per package
Over 100lbs.	\$0.75 per lb.

**Boxes**

12 X 9 X 5	\$3
8 1/2 X 8 1/2 X 6 1/8	\$4
12 X 12 X 12	\$5
14 X 14 X 14	\$6
21 1/2 X 15 X 12	\$7
18 X 18 X 18	\$8
60 X 12 X 12	\$12

**Photocopying**

Black & White	
Per page	\$0.25
Double-sided page	\$0.35
Color	
Per page	\$1

**Facsimile Services**

Domestic - per transaction for 1-5 pages	\$5
International - per transaction for 1-5 pages	\$10

**Scan to E-mail**

1-5 page scans	\$5
----------------	-----

*\*Additional pages for faxes and scans are a \$1 per page*

**Please address all boxes to:**

Your Group or Company Name  
Attention: Your Name  
Exhibit Number or Alphanumeric code  
101 Montelago Blvd  
Henderson, NV 89011  
Tel: 702-747-3100

**California Bus Association  
47th Annual Convention & Trade Show  
"Moving Forward"**

**October 24-26, 2021  
Henderson, NV  
Westin Lake Las Vegas Resort & Spa**



**Schedule of Events**

**Sunday, October 24, 2021**

Registration 9:00 a.m. to 5:30 p.m.  
FAM Tour 9:00 a.m. to 3:00 p.m.  
Golf Tournament 11:00 a.m. to 5:00 p.m.  
Opening Reception 5:30 p.m. to 7:00 p.m.  
Open Evening after 7:00 p.m.

**Monday, October 25, 2021**

Registration 7:00 a.m. to 5:00 p.m.  
Breakfast 8:00 a.m. to 8:45 a.m.  
Keynote Speaker 9:00 a.m. to 10:00 a.m.  
General Sessions 10:15 a.m. to 12:00 p.m.  
Lunch with Speaker 12:00 p.m. to 1:00 p.m.  
Coach Display 12:00 p.m. to 2:30 p.m.  
General Sessions 3:15 p.m. to 4:15 p.m.  
Departure for Monday Night Madness 5:30 p.m. to 5:45 p.m.  
Monday Night Madness 5:30 p.m. to 9:00 p.m. (ish)

**Coach Display**

Monday, October 25, 2021

Set-up time and coach detailing may occur at any time between the hours 8:00 a.m. Sunday morning 11:30 a.m. Monday morning on the north parking lot.

**Coach Display Space is Limited. Please Register Early.**

**Coach Exhibit Space**

Exhibitors who display a coach also must display a booth in the trade show. Please note that exhibitors sponsoring at a level of \$1,500 or more will receive a booth at no additional charge.

Exhibitor is responsible for moving, parking, and attending to its vehicles prior to, during, and after the event. Exhibitor will retain responsibility for any damage to its vehicles and / or injury to others that results from its vehicle being on display, and holds harmless the California Bus Association, its Board of Directors, and its management from any and all liability or losses that may occur.

Only companies who have registered to display coaches will be permitted to exhibit vehicles anywhere on the property or in surrounding areas.

All coaches must display a sign in the vehicle window that includes the name and cell phone number for the on-site person who is able to move the coach if needed. Sign templates will be available at the CBA registration desk.

**Tuesday, October 26, 2021**

Exhibitor Set-up 8:00 a.m. to 12:00 p.m. in the Baraka Ballroom.  
Breakfast (with speaker) 7:00 a.m. to 8:00 a.m.  
BISC 8:00 a.m. to 12:00 p.m.  
Lunch & Networking 12:00 p.m. to 1:15 p.m.  
Vendor Exhibit 1:15 p.m. to 3:45 p.m.  
Exhibitor Feedback 3:45 p.m. to 4:15 p.m.  
Non-Member Breakout and Reception 4:15 p.m. to 5:00 p.m.  
Cocktail Reception 6:00 p.m. to 7:00 p.m.  
Awards Banquet and Gala Dinner 7:00 p.m. to 11:00 p.m.

**Wednesday, October 27, 2021**

CBA Board Meeting

**Exhibitor Information (please return completed page)**

Company	
Contact Person	
Phone	
Email	
<b>Coach Exhibit Space (limit three display coaches per exhibitor)</b>	
Number of Coaches	
Type of Coaches	
Coach Arrival Date	
Driver / Contact Name	
Driver / Contact Mobile	
Are you able to assist with transportation to Monday Night Madness? You will be required to provide the CBA with a certificate of insurance naming the CBA as an additional insured.	
# of Coaches Offered	
<b>Trade Show Booth Space</b>	
Electrical Required?	