



## **ASSOCIATION OF CALIFORNIA AIRPORTS**

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The ACA Board of Directors adopted the following Policy Decision during the ACA Board meeting on April 20, 2006.

### ACA Policy Decision No. 2006-3

Subject: Conference Sponsorship Policy

At the inception of the Association of California Airports, the founding members endorsed the principles that membership in the organization would be affordable and that conferences would be inexpensive, problem solving and educational events. The Board of Directors over the years has repeatedly endorsed these principles. In order to establish consistency in the administration of conference sponsorships, the Association of California Airports adopts the following policies:

1. Corporate sponsorship of refreshments during conference breaks is encouraged. The President will annually appoint a corporate sponsorship subcommittee to solicit sponsors for breaks.
2. It is anticipated that one break sponsorship will cost approximately \$500. Sponsors may jointly cosponsor an event.
3. Sponsors will be acknowledged in the conference agenda and materials.
4. As the attendance of the conference continues to grow, it is anticipated that some corporations may wish to sponsor special events, such as lunches, hospitality suites, etc. The ACA Board of Directors and Conference Committee will not be responsible for arranging these events. Sponsors of these events are encouraged to contact the conference facility directly to contract for rooms for these events.
5. The current facility, Inn by the Lake, does not have space available or catering capability to host lunches. Corporations wishing to host lunches or dinners by invitation are encouraged to contact the Inn by the Lake directly to obtain recommendations for nearby facilities that may be available to accommodate such events.
6. Sponsors of by-invitation special events are requested to ensure that invitees are aware that the events are not administered by the ACA. Such events will not be listed on the official conference agenda.

This Policy Decision shall be filed with the official minutes and attached to the Constitution and By-Laws.