

# 2019 Chapter Guide



14070 Proton Rd.  
Suite# 100  
Dallas, TX 75244-3601  
[www.dfwcai.org](http://www.dfwcai.org)  
[office@dfwcai.org](mailto:office@dfwcai.org)  
972-246-3540  
fax: 972-490-4219

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# Being Part of Community Associations Institute

For over 38 years, the Dallas Fort Worth Chapter of Community Associations Institute has provided information and education to HOA leaders and the professionals who assist them. Uniquely, Community Associations are volunteer-governed and membership driven, so while leaders and professionals have many of the same concerns other property managers face, their approach is very different.

*No two communities are alike.*

The members of the DFW Chapter represent some of the very best in the field. Our distinguished members have earned individual national recognition for their leadership. The Chapter, through the dedicated efforts of our volunteers, has been recognized 17 times with national awards.

Long-standing membership, an inclusive approach, and constantly striving for perfection are the hallmarks of our Chapter, and the wonderful, diverse group of people who have chosen DFW CAI as a place to network, learn, and grow.

## Chapter Information

14070 Proton Rd.  
Suite 100  
Dallas, TX 75244-3601

Phone: (972) 246-3540  
Fax: (972) 490-4219  
Web: [www.dfwcai.org](http://www.dfwcai.org)  
Email: [office@dfwcai.org](mailto:office@dfwcai.org)

## National Information

6402 Arlington Boulevard  
Suite 500  
Falls Church, VA 22042

Phone: (888) CAI-4321  
Fax: (703) 970-9558  
Web: [www.caionline.org](http://www.caionline.org)  
Email: [CAI-INFO@CAIonline.org](mailto:CAI-INFO@CAIonline.org)

The DFW Chapter is chartered under CAI National. When you join CAI, you actually join CAI National and your membership is shared with the local office that you designate. CAI National sets the membership rates; there is no "local only" membership rate.

Each category of membership receives different benefits from CAI National. Aside from CAI National benefits, the local chapter provides benefits to membership categories, as well.

## Board Members

Board Member Tool Kit  
From Good to Great: Principles for  
Community Association Success  
Community Association Governance  
Guidelines  
Model Code of Ethics for Community  
Association Board Members  
FREE Newsletter Articles for Homeowners  
Local Chapter Education and Networking  
Events  
Common Ground™  
Fast Tracks  
Community Volunteer Leadership  
Development Program  
Advocacy Center  
Service Directory  
Credentialed Professionals Directory  
Publication Discounts  
Minutes  
Community Association Law Reporter  
Information and Tools  
Member Discount Programs

## Managers

Advertising and Marketing Opportunities  
Service Directory  
Professional Management Development  
Program  
Advocacy Center  
Common Ground™  
Local Chapter Education and Networking  
Events  
National Conference and Events  
Professional Designations and  
Certifications  
Career Credentialed Professionals  
Directory  
Publication Discounts  
FREE Newsletter Articles for Homeowners  
Community Manager  
Fast Tracks  
Community Association Law Reporter  
Career Center  
Information and Tools  
Member Discount Programs

## Business Partners

Advertising and Marketing Opportunities  
Service Directory  
Advocacy Center  
National Conference and Events  
Local Chapter Education and Networking  
Events  
Community Association Law Reporter  
Law Seminar  
Member Discount Programs  
Publication Discounts  
Downloadable Member Logos  
Rights and Responsibilities for Better  
Communities

# Committees

## Ambassadors of Fun

This dynamic committee lends support to multiple committees, including monthly themes for our educational luncheons, arranging happy hours, the Annual Bowling Tournament, the Diva Cup, and more.

## Community Affairs

Responsible for creating half-day educational events to raise awareness among self-managed or non-member board members and community association leaders.

## Expo

Responsible for the overall development and management of the Trade Show including recruiting exhibitors and sponsors and promotion of the event. The Trade Show Committee works in conjunction with the Programming Committee to develop Conference seminars.

## Golf

Identifies, coordinates and promotes our Annual Golf Tournament.

## High Rise Manager's Forum

Responsible for creating a one-day program addressing the specific needs of High Rise Managers.

## Magazine

Responsible for the planning and development of content for the Chapter's quarterly magazine. The committee identifies topics and appropriate content and identifies and recruits appropriate authors and contributors.

## Membership

Explores opportunities to promote CAI to new members, welcomes joining members and describes services, contacts existing members to ensure membership satisfaction, follows up with lapsed members to bring them back into membership.

## Programming

Charged with the development, promotion and presentation of educational programs, paying particular attention to the needs of each of the interest groups. In addition, the Programming Committee may help coordinate Conference seminars with the Expo Trade Show Committee.

*All Committee Volunteers are asked to please have an **Acknowledgement of Responsibilities** signed by themselves and their supervisor before beginning their duties. If you are interested in serving as a Committee Chair, you will also need the **Chair Acknowledgement Form** signed, as well as a supervisor's approval.*

## Printed

Each spring, the DFW Chapter prints and distributes a membership directory. We do not lease, rent, or sell our membership roster. A comprehensive on-line membership directory is kept current to allow members to connect with members. ***The Directory is distributed to confirmed members only at the time of publication.***

Every member is automatically listed in the Membership Directory.

### Yellow Pages

- Business Partners
- Management Companies

### Managers Section

- Individual Community Association Managers

### Homeowners Section

- Board Members
- Individual Homeowner Members

If you provide services in more than one category, you can get added to those categories at a rate of \$50 per additional listing.

For our Business Partners, you are listed in the primary category of your business.

If you choose, you can purchase advertising space in the Membership Directory. Ads are placed as close to your listing as possible, but specific placement can not be guaranteed. The 2018 Advertising Rates are as follows:

<u>Printed in Black/White</u>		<u>Printed in Full Color</u>	
Quarter Page Ad	\$200	Divider Page	\$400 (10 Available)
Half Page Ad	\$275	Inside Front Cover	\$500 (1 Available)
Full Page Ad	\$350	Inside Back Cover	\$500 (1 Available)
		Outside Back Cover	\$750 (1 Available)

Artwork must be received by January 31, 2019 to be included in the Directory. We accept PDF, JPG, GIF, and Word. All ads must be paid for prior to publication.

## On-Line Service Directory

For our business partners and management company members, we have also created an on-line Service Provider Directory, available to the public. You are automatically included in that section based on your primary field of service. If you have a web site, we link to it. If you do not have a web site, we include your telephone number instead. If you provide a service in multiple categories, we can include you in those categories at no cost.

# Magazine

## How Do I Submit An Article?

The DFW Chapter welcomes articles! If you have an article that you believe would be important to our membership, you can send it directly to the DFW Chapter by e-mailing [office@dfwcai.org](mailto:office@dfwcai.org).

Articles can range anywhere from 700 words to several thousand words. We prefer that they be submitted in Word format. If you have pictures that accompany the article, please send them as attachments instead of inside the body of the article.

Articles should be informative in nature. You are welcome to provide a brief bio about the speaker, your company or community, along with contact information for inclusion at the end of the article.

Articles and advertisements are accepted until the middle of the month prior to publication. Contact is produced every quarter, in March, June, September, and December, so we would need your article or advertisement no later than February 15, May 15, August 15, and November 15 to ensure inclusion in the upcoming magazine.

Contact is mailed to over 500+ active members each quarter.

## How Do I Advertise?

Size	Dimensions	Rates (per issue)	
		Members	Non-Members
1/8th Page	3.625w x 2.325h	\$100	\$125
1/4 Page	3.625w x 4.875h	\$175	\$250
1/2 Page	(vert.) 3.625w x 9.875h or (horiz.) 7.5w x 4.875h	\$250	\$325
Full Page	7.5w x 10h	\$375	\$475
Inside Front Cover	7.5w x 10h (4 Available)	\$425	N/A
Inside Back Cover	7.5w x 10h (4 Available)	\$425	N/A
Outside Back Cover	7.5w x 6.5h (4 Available)	\$500	N/A

**Buy Two or Three Issues & Receive a 5% Discount!**  
**Buy All Four Issues & Receive a 10% Discount!!!**

*Advertisers from the previous year have right of first refusal when it comes to renewing premium ad locations.  
Please check with the office to confirm space availability.*

*Positioning of advertising is at the sole discretion of the Editor. Preferred positions may be available—inquire for availability and price. Cancellations or changes of orders are not accepted after the closing date. If proofs are not furnished, reproductions and registration quality is at the advertiser's risk. Advertiser and advertising agency assumes liability for all content including text representation and illustrations of advertisements printed and also assumes responsibility for any claims arising there from made against the publisher. The publisher reserves the right to reject any advertising contract or insertion for any reason.*

The DFW Chapter hosts a number of events designed to provide quality educational programming for our members. We meet the 2nd Wednesday of almost every month (except June, July, and September). Registration opens at 11:00, lunch is available at 11:30 and the keynote presentation begins promptly at Noon.

## How Do I Become A Presenter?

Programs for the Chapter are usually scheduled a year in advance; however, we do have program openings for our special events and Expo and Trade Show. If you would like to present, please send an outline and speaker bio to [office@dfwcai.org](mailto:office@dfwcai.org). If the presentation has been offered elsewhere, please let us know where and when. All presentations must be an hour in length. Self or company promotion is strictly prohibited. All presentations must be educational and general in nature and must not highlight any one particular company, product, or service. If you have special audio or visual requirements, please let the Chapter know. The Chapter automatically provides a laptop, projector, podium and microphone to all scheduled speakers.

## What Is The Vendor's Venue Table?

At every luncheon, we have a Vendor's Venue Table. This table is a place for our active members to put their promotional materials, business cards, stress balls, and other items. Attendees are encouraged to visit the Vendor Venue Table during registration and after the event ends. There is no cost to place items on the table. Please take all remaining materials with you at the end of the luncheon; the chapter office will not retain leftover materials.

## High Rise Manager's Forum | June

A full day of programming specifically designed to meet the unique needs of High Rise Managers.

**Free for Managers and Homeowners to attend!**

**Breakfast Sponsorship \$300:** Socialize and network with attendees, distribute company materials, give opening speech, recognition on event power point, chapter website, and promotional materials.

**Snack/Beverage Sponsorship \$300:** Socialize and network with attendees, distribute company materials, give introductory speech about company, recognition on event power point, chapter website, and promotional materials.

**Lunch Sponsorship \$700:** Socialize and network with attendees, distribute company materials, give luncheon presentation, recognition on event power point, chapter website, and promotional materials.

## 2019 Program Dates

### Membership Luncheons

January 9  
March 13  
April 10  
May 8  
August 14  
October 16  
November 13  
December 11

### High Rise Forum

June, TBD

### Expo

September, TBD

### PMDP Courses

M-100 | January 31 -  
February 2  
M-340 | February 28 -  
March 1  
M-201 | April 5  
M-204 | May 30 - 31  
M-203 | July 12

# Social Events

## Golf Tournament | April

Lunch, dinner, a round of golf, prizes, excitement, and spending quality time with quality people. This packed event has it all.

### *Discounted Member Rate*

**Hole Sponsorship \$300:** Includes recognition on Chapter website and promotional materials as an event sponsor - Signage at hole on day of the event - Inclusion in event "all sponsors" sign - Sponsors are welcome to set up at the hole and distribute materials/items to attendees, in keeping with the course's regulations.

**Hole-in-One Sponsorship \$500 (1):** Includes recognition on Chapter website and promotional materials as an event sponsor; signage at hole, and inclusion in event "all sponsors" sign.

**Putting Contest; Longest Drive (M&W); Closest-to- the-Pin (M&W) \$500 each:** Includes recognition on Chapter website and promotional materials as an event sponsor; signage at hole, and inclusion in event "all sponsors" sign.

**Golf Cart Sponsorship \$750 (1):** Includes recognition on Chapter website and promotional materials as an event sponsor; logo stickers on all golf carts, and inclusion in event "all sponsors" sign. Includes access to a golf cart for the day.

**Awards Banquet Sponsorship \$1,500 (1):** Includes recognition on Chapter website and promotional materials as an event sponsor; signage in dining area, and inclusion in event "all sponsors" sign. Helps present awards at the closing ceremony.

**Beverage Cart Sponsorship \$1,500 (1):** Includes recognition on Chapter website and promotional materials as an event sponsor; Company Logo on Beverage cart and inclusion in event "all sponsors" sign; opportunity to ride around on the cart and meet the golfers! *\*Drinks are included in this package*

**Presenting Sponsorship, \$3,000 (1):** Includes "Presented By \_\_\_\_\_" on website and all Tournament Materials; Company Logo printed on tee flags at every hole; (2) Two Golf Foursomes (1) One Hole Sponsorship

## Bowling Tournament | August

Bowling, fun, food, and networking all rolled into one! Building on the success of our Golf Tournament, the Ambassadors of Fun are making this an annual event.

**Team/Lane Sponsorship \$450:** Includes your company name on Sponsorship Sign, recognition on the website, PowerPoint at luncheons, and promotional materials, and up to 6 players for your lane (includes food/drink for all players)

**Food, Drink, and Awards Sponsorship \$300:** Includes your company name on Sponsorship Sign, recognition on the website, PowerPoint at luncheons, and promotional materials. Branded napkins provided for Food/Drink Sponsors; Awards Sponsor distributes awards to winners.

## Service Projects | April and August

The Chapter will host two Service Projects this year:

- A day in April is volunteer day at the North Texas Food Bank. Volunteers will help sort food at the distribution center.  
**Tee-Shirt Sponsorship, \$100:** Includes your logo on the back of the event t-shirt, and recognition in all emails and on the CAI website
- A day in August is usually spent doing a project focuses on helping veterans; service project information to be determined. **Event Sponsorship, \$250:** Includes logo recognition in all emails, event signage, and on the CAI website



## TCAA Field Day | May

Formerly the Reverse Trade Show, we have revamped this networking and fundraising event to something more social and interactive. However, the goal remains the same - connect our members, and raise money for TCAA!

**Discounted Member Rate**

**Event Sponsorships, \$250** \*More information to come

## Expo and Trade Show | September

This event offers focused educational programming for attendees and a venue for Business Partners to showcase their products and services.

**Keynote Session Sponsorship, \$2,500 (1 Available)**

Premium booth with premium location, full page ad in program, recognition in conference program, "sponsored by" on easel by break out session entrance (exclusive to break out session sponsors), branded pens handed out at the registration table to EVERY attendee and in vendor packets (500+ people), introduce speaker(s) closing session, collateral materials placed on seats at closing session, recognition on website and in promotional emails

**Social Hour Sponsorship, \$1,500 (2 Available)**

Premium booth, business card ad in program, recognition in conference program, "sponsored by" on signage at social hour event, recognition in conference program, recognition on website and in promotional emails, branded cups provided at social hour for specialty cocktail

**Lanyard Sponsorship, \$1500 (1 Available)**

Branded lanyards provided to ALL attendees AND vendors (500+ people), recognition in conference program, recognition on website and in promotional emails

**Registration Sponsorship, \$500 (4 Available)**

Recognition in conference program, "sponsored by" recognition on signs near registration, recognition on website and in promotional emails, ability to provide branded swag\* to be included in the attendee bags handed out at registration to EVERY attendee (300+ attendees) \*1 item per vendor / vendor to provide swag; CAI can help order swag if requested

**Education Sponsorship, \$400 (4 Available)**

Half page ad in program, recognition in conference program, "sponsored by" recognition on easel by break out session entrance (exclusive to break out session sponsors), introduce speaker at one break out session (*optional*), collateral materials placed on seats at break-out sessions, recognition on website and in promotional emails

**Food Sponsorship, \$300**

Company-branded napkins provided at food tables; Recognition in conference program, "sponsored by" recognition on signs near food, recognition on website and in promotional emails

**\*\*DATES AND PRICES ARE SUBJECT TO CHANGE**

# 2019 Annual Chapter Sponsorship Packages

(Packages are separate from membership; Prices listed are for current members)

## Education Sponsor | \$600

1. Includes sign on Luncheon Tables.
2. Includes recognition as an Education Sponsor in all regular monthly emails.
3. Level indicated in the Membership Directory.
4. Includes recognition as an Education Sponsor in all four issues of the Community Contact Magazine.
5. Includes recognition on the Sponsor Sign at all chapter-level regular luncheon programs.
6. Includes recognition on the PowerPoint presentation during all regular chapter luncheon programs.
7. Includes link from the Membership Directory to the DFW CAI website.
8. Includes link from the Community Contact Magazine the DFW CAI website.
9. Includes a donation to TCAA.

## Bronze Sponsor | \$1,000

1. Includes eight (8) coupons, good for admission to any chapter-level regular luncheon programs.
2. Includes recognition as a Bronze Sponsor in all regular monthly emails.
3. Level indicated in the Membership Directory.
4. Includes recognition as a Bronze Sponsor in all four issues of the Contact Magazine.
5. Includes recognition on the Sponsor Sign at all chapter-level regular luncheon programs.
6. Includes recognition on the PowerPoint presentation during all regular chapter luncheon programs.
7. Includes link from the Membership Directory to the DFW CAI website.
8. Includes link from the Community Contact Magazine the DFW CAI website.
9. Includes a Business Card Size Ad in the Community Contact (ONE Issue).
10. Includes a Business Card Size Ad in the Membership Directory.
11. Includes a donation to TCAA.

## Silver Sponsor | \$1,500

1. Includes eight (8) coupons, good for admission to any chapter-level regular luncheon programs.
2. Includes recognition as a Silver Sponsor in all regular monthly emails.
3. Level indicated in the Membership Directory.
4. Includes recognition as a Silver Sponsor in all four issues of the Contact Magazine.
5. Includes recognition on the Sponsor Sign at all chapter-level regular luncheon programs.
6. Includes recognition on the PowerPoint presentation during all regular chapter luncheon programs.
7. Includes link from the Membership Directory to the DFW CAI website.
8. Includes link from the Community Contact Magazine the DFW CAI website.
9. Includes a Quarter Page Size Ad in the Community Contact (TWO Issues).
10. Includes a Half Page Size Ad in the Membership Directory.
11. Includes a donation to TCAA.

## Gold Sponsor | \$2,500

1. Includes eight (8) coupons, good for admission to any chapter-level regular luncheon programs.
2. Includes recognition as a Gold Sponsor in all regular monthly emails.
3. Level indicated in the Membership Directory.
4. Includes recognition as a Gold Sponsor in all four issues of the Contact Magazine.
5. Includes recognition on the Sponsor Sign at all chapter-level regular luncheon programs.
6. Includes recognition on the PowerPoint presentation during all regular chapter luncheon programs.
7. Includes link from the Membership Directory to the DFW CAI website.
8. Includes link from the Community Contact Magazine the DFW CAI website.
9. Includes a Half Page Size Ad in the Community Contact (TWO Issues).
10. Includes a Full Page Size Ad in the Membership Directory.
11. Includes a donation to TCAA.
12. Includes a Hole Sponsorship at the Annual CAI Golf Tournament
13. Includes your choice of: A) STANDARD Booth at Expo | B) GOLF Package | C) FUN Package

*\*Package details listed at bottom of next page*

## Platinum Sponsor | \$3,000

1. Includes eight (8) coupons, good for admission to any chapter-level regular luncheon programs.
2. Includes recognition as a Platinum Sponsor in all regular monthly emails.
3. Level indicated in the Membership Directory.
4. Includes recognition as a Platinum Sponsor in all four issues of the Contact Magazine.
5. Includes recognition on the Sponsor Sign at all chapter-level regular luncheon programs.
6. Includes recognition on the PowerPoint presentation during all regular chapter luncheon programs.
7. Includes link from the Membership Directory to the DFW CAI website.
8. Includes link from the Community Contact Magazine the DFW CAI website.
9. Includes a Half Page Size Ad in the Community Contact (THREE Issues).
10. Includes a Full Page Size Ad in the Membership Directory.
11. Includes a donation to TCAA.
12. Includes a Hole Sponsorship at the Annual CAI Golf Tournament, or comparable sponsorship at event
13. Includes One Package Option (Choose ONE package option below).

## Diamond Sponsor | \$4,000

1. Includes eighteen (18) coupons, good for admission to any chapter-level regular luncheon programs.
2. Includes recognition as a Diamond Sponsor in all regular monthly emails.
3. Level indicated in the Membership Directory.
4. Includes recognition as a Diamond Sponsor in all four issues of the Contact Magazine.
5. Includes recognition on the Sponsor Sign at all chapter-level regular luncheon programs.
6. Includes recognition on the PowerPoint presentation during all regular chapter luncheon programs.
7. Includes link from the Membership Directory to the DFW CAI website.
8. Includes link from the Community Contact Magazine the DFW CAI website.
9. Includes a Full Page Size Ad in the Community Contact (THREE Issues).
10. Includes a Full Page Size Ad in the Membership Directory.
11. Includes a donation to TCAA.
12. Includes a Hole Sponsorship at the Annual CAI Golf Tournament, or comparable sponsorship at event
13. Includes Two Package Options (Choose TWO package options below)
14. Includes a Profile Page in the Membership Directory
15. Includes your logo in the scrolling marquee on the Main page of the DFW CAI website.

## Super Sponsor | \$6,000

1. Includes eighteen (18) coupons, good for admission to any chapter-level regular luncheon programs.
2. Includes recognition as a Super Sponsor in all regular monthly emails.
3. Level indicated in the Membership Directory.
4. Includes recognition as a Super Sponsor in all four issues of the Contact Magazine.
5. Includes recognition on the Sponsor Sign at all chapter-level regular luncheon programs.
6. Includes recognition on the PowerPoint presentation during all regular chapter luncheon programs.
7. Includes link from the Membership Directory to the DFW CAI website.
8. Includes link from the Community Contact Magazine the DFW CAI website.
9. Includes a Full Page Size Ad in the Community Contact (All FOUR Issues).
10. Includes a Full Page Size Ad in the Membership Directory.
11. Includes a donation to TCAA.
12. Includes a Hole Sponsorship at the Annual CAI Golf Tournament, or comparable sponsorship at event
13. Includes Three Package Options (Choose THREE package options below)
14. Includes a Profile Page in the Membership Directory
15. Includes sign on Luncheon Tables.
16. Includes priority placement for your Membership Directory ad
17. Includes your logo on the Main page of the DFW CAI website.
18. Includes a description of your company on the DFW CAI website.
19. Includes the opportunity to be a registration greeter at a CAI luncheon and introduce luncheon speakers.

## Package Options Are As Follows:

GOLF - Foursome at the annual Golf Tournament

LUNCH - 18 Extra Luncheon Coupons

CAI M-CLASS HAPPY HOUR HOST (Super Sponsors Only)

EXPO - Standard Booth at the annual Expo (Gold)

EXPO - Premium Booth at the annual Expo (Platinum/Diamond/Super)

FUN - Bowling Lane/Team Sponsorship & \$250 Diva Cup Credit

# 2019 Calendar of Events

## January

Wednesday, January 9<sup>th</sup>  
January Awards Luncheon  
11:30 AM - 1:00 PM  
Brookhaven Country Club

Wednesday, January 23<sup>rd</sup> to  
Saturday, January 26<sup>th</sup>  
Community Association Law Seminar  
New Orleans, LA \*National Event

Thursday, January 31<sup>st</sup> to  
Saturday, February 2<sup>nd</sup>  
M-100: Essentials of Community  
Associaton Management

## February

(no luncheon)

Thursday, February 7<sup>th</sup> to  
Friday, February 8<sup>h</sup>  
CAI Leadership Forum: Florida  
Communities  
Maitland, FL \*National Event

Wednesday, February 13<sup>th</sup>  
TCAA Rally Day  
6:00 AM - 6:00 PM  
Bus Trip to Austin, TX

Thursday, February 28<sup>th</sup> to  
Friday, March 1<sup>st</sup>  
M-340: Managing the Large-Scale  
Association

## March

Wednesday, March 13<sup>th</sup>  
Membership Luncheon  
11:30 AM - 1:00 PM  
Brookhaven Country Club

AOF - NTFB Service Day  
*Date and Time To Be Determined*  
North Texas Food Bank - Plano, TX

## April

Friday, April 5<sup>th</sup>  
M-201: Facilities Management

Wednesday, April 10<sup>th</sup>  
Membership Luncheon  
11:30 AM - 1:00 PM  
Brookhaven Country Club

## April, cont.

Annual DFWCAI Golf Tournament  
*Date To Be Determined*  
9:00 AM - 4:00 PM  
Hackberry Creek Country Club

## May

Wednesday, May 8<sup>th</sup>  
Member Luncheon  
11:30 AM - 1:00 PM  
Brookhaven Country Club

Wednesday, May 15<sup>th</sup> to  
Saturday, May 18<sup>th</sup>  
CAI National Conference  
Orlando, FL \*National Event

Thursday, May 30<sup>th</sup> to  
Friday, May 31<sup>st</sup>  
M-204: Community Governance

## June

Thursday, June 7<sup>th</sup> to  
Friday, June 8<sup>th</sup>  
M-202: Association Communications

High Rise Manager's Forum  
*Date and Location To Be Determined*  
8:00 AM to 5:00 PM

## July

Thursday, July 12<sup>th</sup> to  
Saturday, July 13<sup>th</sup>  
M-203: Community Leadership

## August

Wednesday, August 14<sup>th</sup>  
Membership Luncheon  
11:30 AM - 1:00 PM  
Brookhaven Country Club

## August, cont.

AOF - Annual Bowling Tournament  
*Date and Location To Be Determined*  
5:00 PM - 8:00 PM

## September

(no luncheon)

Wednesday, September 18<sup>th</sup>  
16th Annual Expo & Trade Show  
*Location TBD*  
8:00 AM - 5:00 PM

## October

Wednesday, October 9<sup>th</sup>  
Membership Luncheon  
11:30 AM - 1:00 PM  
Brookhaven Country Club

AOF - Loot For Boots: Homeless Vets  
*Date and Location To Be Determined*  
3:00 PM - 6:00 PM

## November

Friday, November 9<sup>th</sup>  
AOF - Social Event  
*Date and Location To Be Determined*

Wednesday, November 13<sup>th</sup>  
November Legal Update &  
Member Luncheon  
11:30 AM - 1:30 PM  
Brookhaven Country Club  
*\*Canned Food Drive In Conjunction  
With The November Luncheon*

Thursday, November 15<sup>th</sup> to  
Friday, November 16<sup>th</sup>  
M-206: Financial Management

## December

Wednesday, December 11<sup>th</sup>  
Membership Luncheon  
11:30 AM - 1:00 PM  
Brookhaven Country Club  
*\*Toy Drive In Conjunction With The  
Member Luncheon*

*Some dates are subject to change.  
Please check [www.dfwcai.org](http://www.dfwcai.org) to  
confirm all dates as we approach  
events. You can also sign up for the  
email updates, which will let you  
know if any dates have changed.*

# Sponsorship / Advertising Contract

(Packages are separate from membership; Prices listed are for current members)

## MEMBER INFORMATION

FIRST NAME: \_\_\_\_\_ LAST NAME: \_\_\_\_\_ COMPANY NAME: \_\_\_\_\_

BILLING ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_ COUNTRY: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ EMAIL: \_\_\_\_\_

## PAYMENT INFORMATION

CHECK ENCLOSED      VISA      MASTERCARD      DISCOVER      AMERICAN EXPRESS      INVOICE ME

ACCOUNT NUMBER: \_\_\_\_\_

EXPIRATION DATE: \_\_\_\_\_ CVV: \_\_\_\_\_

NAME ON CARD: \_\_\_\_\_

SIGNATURE OF CARDHOLDER: \_\_\_\_\_

## SPONSORSHIP PACKAGES (CHECK ALL THAT APPLY)

EDUCATION	\$600	BRONZE	\$1000
SILVER	\$1500	GOLD	\$2500 Package Option 1 _____
PLATINUM	\$3000 Package Option 1 _____	DIAMOND	\$4000 Package Option 1 _____ Package Option 2 _____
SUPER	\$6000 Package Option 1 _____	Package Option 2 _____	Package Option 3 _____

### Package Options Are As Follows:

- GOLF - Foursome at the annual Golf Tournament      EXPO - Standard Booth at the Expo/Trade Show (Gold Sponsors Only)
- LUNCH - 18 Extra Luncheon Coupons      EXPO - Premium Booth at the Expo/Trade Show (Platinum/Diamond/Super)
- CAI M-CLASS HAPPY HOUR HOST (Super Sponsors Only)      FUN - Bowling Lane/Team Sponsorship & \$250 in Diva Cup Credit

- \* First half of your Super, Diamond, Platinum, or Gold, Sponsorship must be received by January 12, 2018.
- \* All other balances are due by February 15, 2018, or certain benefits will be lost.

## OTHER SPONSORSHIP OPPORTUNITIES (CHECK ALL THAT APPLY)

<b>HIGH RISE MANAGER'S FORUM</b>		<b>TCAA FIELD DAY</b>	
BREAKFAST/SNACK SPONSOR	\$300	EVENT SPONSOR	\$250
LUNCH SPONSOR (2)	\$700		
<b>ANNUAL BOWLING TOURNAMENT</b>		<b>ANNUAL TRADE SHOW &amp; EXPO</b>	
FOOD/AWARDS SPONSOR	\$300	FOOD SPONSOR	\$300
LANE/TEAM SPONSORSHIP (14)	\$450	EDUCATION SPONSOR (4)	\$400
		REGISTRATION SPONSOR (4)	\$500
		LANYARD SPONSOR (1)	\$1500
		SOCIAL HOUR SPONSOR (2)	\$1500
		KEYNOTE SPONSOR (1)	\$2500
<b>ANNUAL GOLF TOURNAMENT</b>		<b>**ADDITIONAL SPONSORSHIPS WILL BE MADE AVAILABLE AS EACH EVENT DRAWS NEAR</b>	
HOLE SPONSORSHIP (9)	\$300		
GOLF CART SPONSOR (1)	\$750		
BEVERAGE CART SPONSOR (1)	\$1500		
TITLE SPONSOR (1)	\$3000		

## ADVERTISING OPPORTUNITIES (CHECK ALL THAT APPLY)

<b>COMMUNITY CONTACT MAGAZINE</b>		<b>MEMBERSHIP DIRECTORY</b>	
BUSINESS CARD AD	\$100 X _____ NUMBER OF ISSUES	QUARTER (1/4) PAGE AD, BLACK&WHITE	\$200
1/4TH PAGE AD	\$175 X _____ NUMBER OF ISSUES	HALF (1/2) PAGE AD, BLACK&WHITE	\$275
1/2 PAGE AD	\$250 X _____ NUMBER OF ISSUES	FULL PAGE AD, BLACK&WHITE	\$350
FULL PAGE AD	\$375 X _____ NUMBER OF ISSUES		
INSIDE FRONT COVER (4)	\$425 X _____ NUMBER OF ISSUES	DIVIDER PAGE AD, FULL COLOR (10)	\$400
INSIDE BACK COVER (4)	\$425 X _____ NUMBER OF ISSUES	INSIDE FRONT COVER AD, FULL COLOR (1)	\$500
OUTSIDE BACK COVER (4)	\$500 X _____ NUMBER OF ISSUES	INSIDE BACK COVER AD, FULL COLOR (1)	\$500
		OUTSIDE BACK COVER AD, FULL COLOR (1)	\$750
SPRING	FALL		
SUMMER	WINTER		

**PACKAGE TOTALS: \$ \_\_\_\_\_**

ITEMS/PACKAGES ARE SOLD ARE A FIRST-COME, FIRST-SERVED BASIS