

2019 CA Day Trade Show & Expo
April 12, 2019
REQUEST FOR PRESENTATIONS



Instructions: It is anticipated that there will be three breakout sessions with two or three presentations per breakout session. Each presentation will be approximately 60 minutes in length. **Applications must be submitted before November 1, 2018 for consideration.** Please submit applications to CVC-CAI via email to the Chapter Executive Director, Stacey Drayer at sdrayer_cvccai@verizon.net. Please note that the show will be held at the Omni Richmond Hotel, 100 South 12th Street, Richmond, VA.

*****Due to new requirements from the national office for Community Associations Institute (CAI), all educational presentations will need pre-approval from CAI to be considered for continuing education credit. Additionally, presenters will need to submit a full outline and accompanying media with this application for consideration.**

Presenter:

Name:

Organization:

Address:

Phone:

Email:

CAI Membership Number:

Presenter #2, if applicable:

Name:

Organization:

Address:

Phone:

Email:

CAI Membership Number:

SUGGESTED TITLE/TOPICS/SUMMARY:

Proposed Format(i.e. lecture/presentation, interactive, panel, case study, debate):

Target Audience/Level of Material (i.e. managers, board members, other professionals/beginner)

Special Requirements (i.e. computer, projector, specific setup)