



**CARILEC**  
An Association Of Electric Energy Solution Providers



# Sponsorship Package 2020

# Maximise Your Market Presence

Established in 1989, the Caribbean Electric Utility Services Corporation (CARILEC) is the Premier Association of Energy Service Providers and their partners, facilitating the development of world-class sustainable electric solutions in the Caribbean Region. CARILEC strives to enhance the effectiveness of its members by providing industry related services, creating regular networking, training and knowledge sharing opportunities; supporting mutual assistance programs and accelerating the region's energy sector transition through innovation and advocacy.

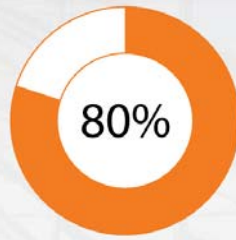
CARILEC events provide the ideal marketing and advertising platform for your Company's growth in the Caribbean, South & Central Americas Electric utility and energy markets. Company's searching for creative, interactive ways to reach new, loyal and active customers are invited to partner with us. By partnering with us you can increase your company exposure in the utility and energy industries and enhance your customer base. The cross-marketing offered will benefit your company by enabling you to reach your customers more efficiently, credibly and memorably.

Our sponsorship package is designed to position your brand in the region, provide strong networking opportunities, generate sales, form stronger business partnerships and leverage lead generation. We offer many sponsorship opportunities that can be tailored to your marketing goals and budgets. Whatever your focus in the industry, we are sure that one of our packages will be aligned to your goal.

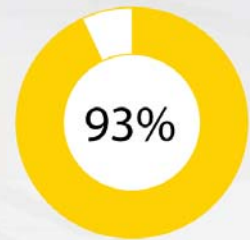
## ABOUT OUR 2019 PARTNERS



**Sponsors & exhibitors  
across 2019**



**Sponsored or exhibited  
at 2 or more events**



**Found the events met or  
exceeded their expectations**

## Contact and Submission Information:

### Conferences

Marketing & Membership Department



**Alana Mathurin**

Marketing & Member Services Manager  
Email: araymond@carilec.org



**Keitha Isaac**

Marketing & Member Services Assistant  
Email: kisaac@carilec.org

### Seminars

Training Department



**Laurena Primus**

Training Manager  
Email: slprimus@carilec.org

Conference Contact: [conference@carilec.org](mailto:conference@carilec.org) / Seminar Contact: [training@carilec.org](mailto:training@carilec.org)

**Telephone:** 758-731-7111 or 758-452-0140 **Fax:** 758-452-0142

P.O. Box CP5907 . Castries . Saint Lucia



**CAREC**

CARILEC Renewable Energy Community

# 2020 CARILEC EVENTS!



"Good organization and planning. The speed-networking is excellent. A very good place to meet customers."

*Randy Cole, K-line Insulators*

Conferences	Date	Location
Human Resource, Corporate Communications, & Customer Service Conference	22nd - 25th March*	Trinidad
Chief Executive Officers and Leadership Conference	17th-20th May*	Guyana
Engineering & Procurement Conference	19th - 23rd July**	Punta Cana, Dominican Rep
Renewable Energy & Smart Grid Conference	20th - 24th September*	Miami

Seminars	Date	Location
Corporate Secretaries & Legal Officers	23rd - 26th March	Trinidad
Occupational Health & Safety	8th - 9th April	Antigua
Lineworker Symposium, Rodeo & Manufacturers Showcase	13th - 16th May	Barbados
Disaster Management	14th - 15th May	Barbados
GIS Symposium	12th - 13th November	TBA

**Key**

\* Conference with Workshop and Board Meeting

\*\* Conference with Workshop ONLY

# ADVERTISING & BRANDING RATES

See page 5 for Ad-Specs

*Human Resource, Corporate Communications & Customer Service Conference or  
Linesman Rodeo & Manufacturers Showcase or Occupational Health & Safety Seminar*

Description	Members & Local Businesses	Non Members
*1/2 Page Advertisement	\$150	\$200
Full Page Advertisement	\$200	\$250
Center Page Advertisement	\$300	\$400
Event App Logo Banner Linked to your Company Website (Excluding Rodeo APP)	\$50	\$150
Sponsor's day - Delegates to wear sponsors shirt) Sponsor to provide shirts.	\$1,000	\$1,600
* Display table for Authors (Official signing of books for delegates)	Free with Registration	
Pens/Notepads/Napkins (Sponsor to provide)	\$300	\$500
Flyer Distribution in Conference Bag	\$75	\$150

## Chief Executive Officers and Leadership Conference

Description	Members & Local Businesses	Non Members
1/2 Page Advertisement	\$350	\$500
Full Page Advertisement	\$500	\$700
Center Page Advertisement	\$800	\$1,000
Event App Logo Banner Linked to your Company Website	\$100	\$350
Sponsor's day - Delegates to wear sponsors shirt) Sponsors to provide shirts.	\$1,500	\$3,500
Pens/Notepads/Napkins (Sponsor to provide)	\$500	N/A
Flyer Distribution in Conference Bag	\$100	\$150

## Engineering & Procurement Conference

Description	Members & Local Businesses	Non Members
1/2 Page Advertisement	\$300	\$450
Full Page Advertisement	\$450	\$650
Center Page Advertisement	\$750	\$950
Event App Logo Banner Linked to your Company Website	\$150	\$350
Sponsor's day (Delegates to wear sponsors shirt) Sponsors to provide shirts.	\$1,500	\$3,500
Pens/Notepads/Napkins (Sponsor to provide)	\$500	N/A
Flyer Distribution in Conference Bag	\$100	\$150

## Renewable Energy & Smart-Grid Conference

Description	Members & Local Businesses	Non Members
*1/2 Page Advertisement	\$200	\$250
Full Page Advertisement	\$250	\$350
Center Page Advertisement	\$350	\$500
Event App Logo Banner Linked to your Company Website	\$100	\$300
Sponsor's day (Delegates to wear sponsors shirt) Sponsor to provide shirts.	\$1,000	\$1,600
Pens/Notepads/Napkins (Sponsor to provide)	\$500	\$750
Flyer Distribution in Conference Bag	\$100	\$200

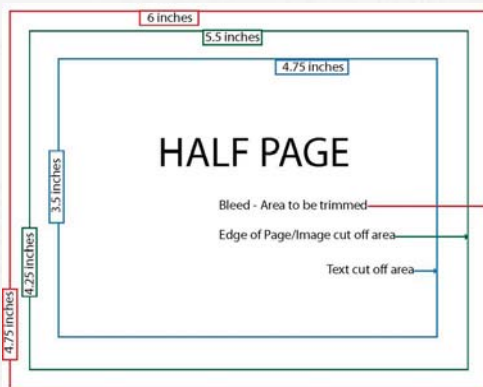
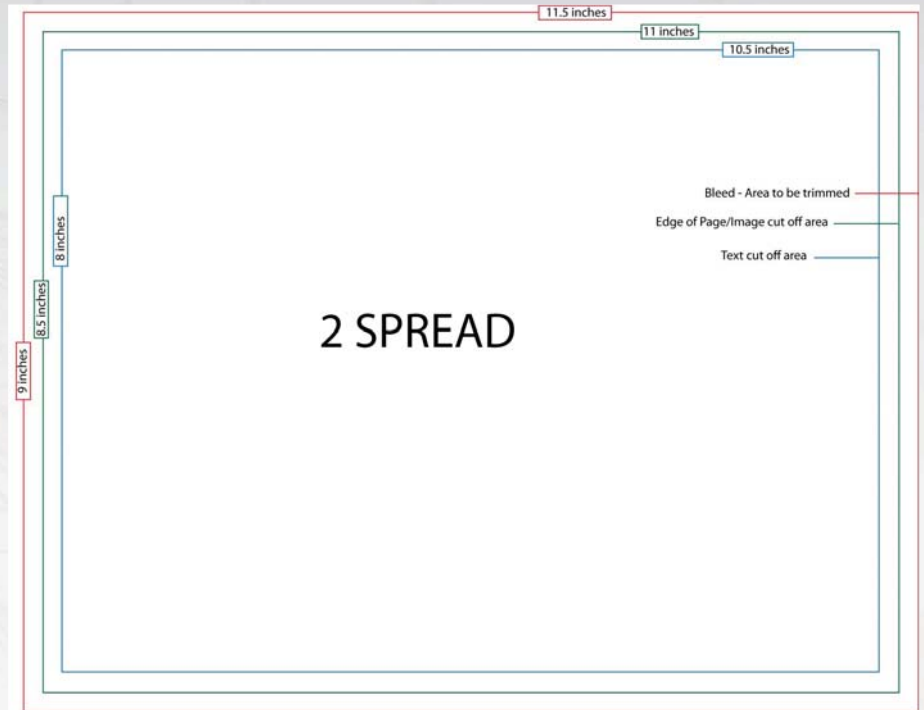
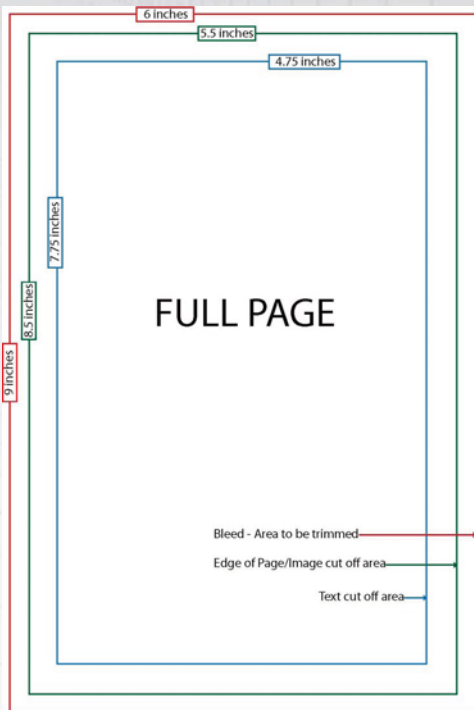
**ALL PRICES ARE QUOTED IN US DOLLARS**

# ADVERTISING SPECIFICATIONS

## Magazine/Conference Brochure:

Printed Magazines and Brochures are formatted to fit Letter

Position	Dimensions	Bleed	Final Dimensions of Ad
<b>2 page centre</b>	<b>8.5in. x 11in.</b>	<b>0.25in.</b>	<b>9in. X 11.5in.</b>
<b>Full Page</b>	<b>8.5in. x 5.5in.</b>	<b>0.25in.</b>	<b>9in. X 6in.</b>
<b>Half Page Horizontal</b>	<b>4.25in. X 5.5in.</b>	<b>0.25in.</b>	<b>4.75in. X 6in.</b>



### KEY

White Area: Text  
Ligh Blue: Actual Size  
Red: Bleed Area

Minimum DPI: **300**

Acceptable formats include: **.ai, .eps, .pdf, .psd, .jpg and .tiff**

Text should be 0.5in away from the outer edge of the light blue area indicated above to prevent clipping (**text should NEVER be within the red areas indicated above**).

# Chief Executive Officers and Leadership Conference

## SPONSORSHIP PACKAGE

Description	Diamond	Platinum	Emerald	Gold	Silver	Bronze
	US\$18500	US\$16500	US\$15500	US\$9000	USD\$6000	USD\$4000
Event partner branding- Website, Facebook, Digital and print brochure, electronic marketing and media (Pre & Post)	○	○	○	○	○	○
Event website Page & App—company's description and logo and website link	○	○	○	○	○	○
Continuous mention throughout Conference	○	○	○	○	○	○
Official Recognition at Opening Ceremony	○	○	○	○	○	○
5-10 min speech during the Opening Ceremony	○					
Advertisement in Conference Brochure	Full Page inside cover Ad	Full Page Ad	Full Page Ad	1/2 Page Ad	30% off any Ad	20% off any Ad
Sponsors Company promotional items in conference delegate bag	○	○	○			
Sponsorship of Gala Dinner with Branded menu	○					
Two complimentary passes to Gala dinner for Top Executives not registered to the conference	○					
Prominent display of company banner & PowerPoint slideshow at Gala Dinner*	○					
5-8 min Speaking spot at Gala Dinner	○					
Exclusive Gala dinner table (Sponsors Invitees)	○					
Sole Lanyards & Badges Sponsor*	○					
Sponsorship of Gala Cocktail Party		○				
5 min Speaking spot at Gala Cocktail Party		○				
Sole sponsorship of conference bags with Sponsor logo*		○				
Company's PowerPoint slideshow at party*		○	○			
Sponsorship of Farewell Party			○			
5 min Speaking spot at Farewell Party			○			
% off registration	2 Free Passes	1 Free Pass	1 Free Pass	50% off 1 Pass		50% off 1 Pass
Sponsorship of a Luncheon with branded menu				○		
Sponsors promotional collateral on banquet tables	○	○	○	○	○	
5 min Speaking spot at Lunch				○		
Invitation for two non registrants to attend Opening ceremony and reception				○		
Sponsorship of networking break with branding					○	
Invitation to Gala Dinner (non-registrants)				1 Free Pass	1 Free Pass	2 Free Passes
Discount off Advert in Caribbean Electric Industry Journal	50% off	30% off	25% off	15% off	15% off	15% off

\* To be provided by the sponsor

ALL PRICES ARE QUOTED IN US DOLLARS

# Sponsorship Award Policy

## 1. OVERVIEW

All Members in good standing are eligible to sponsor qualifying CARILEC events. The award of sponsorship packages to companies is based on a clear written Expression of Interest (see included EOI Form) from Members within the time period allocated for responses. The deadline dates for receipt of Expressions of Interest for 2020 events are outlined below:

Event	Sponsorship Level	Qty	EOI deadline date
2020 HR/PR/CS Conference	PLATINUM	1	January 21st 2020
2020 CEO & Leadership Conference	DIAMOND	1	January 21st 2020
2020 CEO & Leadership Conference	PLATINUM	1	January 21st 2020
2020 CEO & Leadership Conference	EMERALD	1	January 21st 2020
2020 Engineering Conference	DIAMOND	1	February 3rd 2020
2020 Engineering Conference	PLATINUM	1	February 3rd 2020
2020 Engineering Conference	EMERALD	1	February 3rd 2020
2020 RE & Smart Grid Conference	PLATINUM	1	April 29th 2020

## 2. SELECTION OF SPONSORS

Following the deadline date, the following will apply:

- ⇒ If no EOI is received for a package by the deadline date, CARILEC may elect to extend the deadline date;
- ⇒ If one EOI is received for any package by the deadline date, that company will be offered the sponsorship opportunity for that package (see award process);
- ⇒ If the number of EOIs received exceed the available sponsorship packages, companies that received recent sponsorship for the same or higher packages will have the lowest priority. In the event of a tie, priority will be given to Members who are actively involved in the association. In the event of a further tie, the award will be made on a “first come first served” basis.

## 3. AWARD PROCESS

After a company receives written notification of sponsorship award from CARILEC, payment must be made to the secretariat office within 15 calendar days. On receipt of payment, CARILEC will announce the sponsorship award. If payment is not received in that time, CARILEC reserves the right to rescind its offer of sponsorship.

**\* For Gold, Silver and Bronze sponsorship packages please note these packages will be awarded on a “first come first serve basis”. Please fill out the Sponsorship & Advertising form on page 12 ONLY**

# CARILEC Event Sponsorship

## Member Form - Expression of Interest

Date: \_\_\_\_\_

### 1. COMPLETE THE COMPANY INFORMATION IN THIS SECTION

Company Name: \_\_\_\_\_

Authorized Company Representative Information

Address: \_\_\_\_\_

Name / Position \_\_\_\_\_ / \_\_\_\_\_

Address: \_\_\_\_\_

Telephone \_\_\_\_\_

Website: \_\_\_\_\_

Email \_\_\_\_\_

### 2. TICK THE EVENT/LEVEL THAT THE COMPANY IS INTERESTED IN SPONSORING (ONE EVENT PER FORM)

EVENT

SPONSORSHIP LEVEL

HR/PR/CS CONFERENCE

DIAMOND SPONSOR

CEOs & LEADERSHIP CONFERENCE

PLATINUM SPONSOR

ENGINEERING CONFERENCE

EMERALD SPONSOR

CAREC & SMART GRID CONFERENCE

### 3. BY SIGNING BELOW, THE AUTHORIZED COMPANY REPRESENTATIVE UNDERSTANDS THAT:

1. Sponsoring companies wishing to hold independent social functions or organize technical tours must do so outside of CARILEC's scheduled events. Notwithstanding, sponsoring companies must consult with CARILEC's Marketing and Member Services Department at least 2 months prior to the event in this regard.
2. Sponsoring companies must adhere to deadlines for the submission for personnel biographical data and other corporate information
3. Sponsoring companies must submit all high-resolution logos, images and promotional graphics to the CARILEC office electronically within one week of confirmation of sponsorship.
4. Logos should be submitted in the following formats high quality formats: PDF, EPS, JPEG
5. Images and promotional graphics must be in the following high quality formats: PDF, JPEG, PNG, TIFF, BMP
6. If a company is selected to sponsor an event, full payment must be made at least 15 days after notification of sponsorship award. CARILEC reserves the right to rescind its offer of sponsorship if payment is not made within that time.

\_\_\_\_\_  
Authorized Representative Signature

\_\_\_\_\_  
Date

### 4. DO NOT COMPLETE THIS SECTION. TO BE COMPLETED BY CARILEC AND COPY RETURNED TO COMPANY

Date Received \_\_\_\_\_

Received by \_\_\_\_\_





Mr./Ms./Mrs. \_\_\_\_\_ Title \_\_\_\_\_

Organization: \_\_\_\_\_ Parent Company: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City/State/Province: \_\_\_\_\_ Country/Postal Code: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Company URL: \_\_\_\_\_

**Conference Selection**

ENGINEERING & PROCUREMENT \_\_\_\_ CEO'S & LEADERSHIP \_\_\_\_ HR/PR/CS \_\_\_\_ RE & SMART-GRID \_\_\_\_

OHS \_\_\_\_ LINESMAN SYMPOSIUM \_\_\_\_ DISASTER MANAGEMENT \_\_\_\_ GIS \_\_\_\_

Diamond \_\_\_\_ Platinum \_\_\_\_ Emerald \_\_\_\_ Gold \_\_\_\_ Silver \_\_\_\_ Bronze \_\_\_\_ Other \_\_\_\_

**Advertisements**

Half Page \_\_\_\_ Full Page \_\_\_\_ Center Page \_\_\_\_ Event App logo \_\_\_\_

Total Amount Due: \$ \_\_\_\_\_

**I will pay by cheque (bank draft) made payable to CARILEC (CHEQUES MUST BE MADE PAYABLE TO CARILEC)**

**BANKING DETAILS:**

CARILEC,  
A/C NO. 1129402  
SWIFT: PNBUS3NNYC  
CIBC FIRST CARIBBEAN INTERNATIONAL BANK LTD  
BRIDGE STREET  
CASTRIES  
SAINT LUCIA  
SWIFT CODE: FCIBLCLC

**CORRESPONDING BANK DETAILS:**

WELLS FARGO  
375 PARK AVENUE, NY 4080  
NEW YORK 10152  
SWIFT CODE: PNBUS3NNYC  
ABA NO. : 026005092

**Please charge my credit card:**

MasterCard  Visa  American Express

Card No.: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Card Holder's Signature: \_\_\_\_\_

Required: Billing address if different from above

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

City/State/Province: \_\_\_\_\_ Country/Postal Code: \_\_\_\_\_

**FULL PAYMENT MUST BE PAID TWO(2) MONTHS BEFORE CONFERENCE (Members Only) /NON-MEMBER PAYMENT MUST BE PAID WITHIN 5 DAYS OF Booking Sponsorship Category .**

# Powering the Caribbean's Growth Through:



**CARILEC**  
An Association Of Electric Energy Solution Providers

- Advocacy
- Promoting the Use of Renewable Energy
- Training & Conferencing
- Benchmarking for Continuous Improvement
- Building Sustainable Stakeholder Partnerships
- Empowering Communities through Energy Security
- Utility Disaster Restoration

## Corporate Values

### • Collaboration:

We foster and celebrate teamwork across the Caribbean region and beyond; bridging gaps between private and public sector, local, regional and international organizations, technical and policy expertise.

### • Innovation & Agility:

We are catalysts for change in our region: we create multiples opportunities for our stakeholders to experience and adopt the latest technologies and opportunities in the fields of energy solutions.

### • High Ethical & Professional Standards:


We cultivate trust from all our stakeholders by maintaining the highest quality of service and integrity standards.

### • Social & Environmental Responsibility:


We ultimately work for the benefits of the people of our region and the welfare of our planet: we orient our decisions to increase the prosperity and sustainability of the Caribbean way-of-life.

## Contact

 758.452.0140/1

 [www.carilec.org](http://www.carilec.org)

[marketing@carilec.org](mailto:marketing@carilec.org)

 Desir Avenue, Sans Souci  
Castries, Saint. Lucia, W.I.  
P.O. Box CP5907

## Find Us on Social Media



**CAREC**

CARILEC Renewable Energy Community

[/community.carilec.org](http://community.carilec.org)



[/carilecpower](https://www.facebook.com/carilecpower)



[/carilecpower](https://twitter.com/carilecpower)



[/carilec](https://www.linkedin.com/company/carilec)



[CARILEC Secretariat](https://www.youtube.com/channel/UC...)