



# 2019 Conference & Expo Request for Proposal

The 2019 Conference & Expo will be held on Thursday, October 17, 2019 at the Event Center @ iPA in Freehold, New Jersey. This year's theme is "*Build a Winning Team with CAI-NJ*", through team work and the resources that CAI has to offer. Topics will be selected for each of CAI's member representation groups - Community Association Managers, Community Association Board Members and Business Partners.

## **Proposal Guidelines:**

- Proposals are currently being accepted through Friday, March 22, 2019.
- The proposal may be on any topic within your area of expertise.
- Proposals may be submitted as a team or as an individual.
- Speakers must submit a formal outline with the completed 2019 Speaking Engagement Proposal Submission form and be prepared to provide a powerpoint if applicable.
- The selected speaker(s) must be engaging and knowledgeable of the subject matter and be prepared to take questions from the audience.
- The sessions may run either 20 or 45 minutes.
- Keep the 2019 Conference & Expo theme...*Build a Winning Team with CAI-NJ*, in mind when creating your presentation.

**Speakers Bureau – A Speakers Bureau application should accompany your proposal if one is not on file with CAI-NJ (available at [www.cainj.org](http://www.cainj.org)).**

## **The completed Proposal Submission Form should be sent to:**

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Director, Conference & Programs  
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