



Ontario Cooperative Education Association (OCEA)
2025 OCEA Spring Conference
Sheraton and Best Western Parkway Toronto North Hotel
600 Highway 7, Richmond Hill, ON L4B 1B2
April 27th, 28th and 29th, 2025
<https://oceacon.ca/spring-conference/>



Hello from the **Ontario Cooperative Education Association (OCEA)**:

The **Ontario Cooperative Education Association (OCEA)** is a not-for-profit professional organization of Ontario's secondary school educators who are involved in Cooperative Education and other forms of Experiential Learning (OYAP, SHSM and Dual Credit). Teachers and school board level educators from across the province of Ontario work with youth to prepare them for the workforce, to be ready for challenges the future may bring, and to become good community members.

It's a tall order, and one that all Ontario Cooperative Education, OYAP, SHSM and Dual Credit teachers and school board level educators, along with the OCEA, take very seriously. To help us accomplish this goal, we make sure that our own skills and knowledge are regularly upgraded to assist our youth.

To this end, a different provincial region hosts a yearly conference for our teachers / school board level educators, to ensure that we offer the best know-how and methods to the workforce of tomorrow. This year our three-day event will be held at the **Sheraton and Best Western Parkway Toronto North Hotel in Richmond Hill, Ontario** on **April 27th, 28th and 29th, 2025**.

This important event will bring together over 400 secondary school teachers / school board level educators from across Ontario for professional development and the sharing of best practices. Local companies, organizations and employers will also be invited to participate in this event.

We hope that you will show your support for our **2025 OCEA Spring Conference** as an **EXHIBITOR or SPONSOR** to contribute to preparing our youth for the workforce for tomorrow. Your participation will be exclusively advertised within all our media – including but not limited to – signage during the conference and acknowledgement on our website at <https://oceacon.ca/>.

Most importantly, your participation will highlight your commitment to professional development for our teachers and school board level educators who are involved with assisting students achieve success.

For complete information on our event, please click on this link: <https://oceacon.ca/events/spring-conference/>. If you wish to participate in our event, please complete the **EXHIBITOR or SPONSOR application form attached** and **submit with payment by April 15, 2025**.

We look forward to hearing from you. Please feel free to contact us at any time, if you have any questions.

Sincerely,

Carol Madsen

Executive Administrative Assistant

Ontario Cooperative Education Association (OCEA)

T: 506-849-3693 | OCEA@Rogers.com

[Facebook](#) / [Twitter](#) / [Instagram](#) / [LinkedIn](#)

Join our mailing list: <https://oceacon.ca/contact-us/>

The Ontario Cooperative Education Association (OCEA) is a not-for-profit professional organization of Ontario's secondary school educators who are involved in Cooperative Education and other forms of Experiential Learning. We strive to provide the leadership and vision needed for the professional development of our members. One of the main goals of our Association is to develop and facilitate access to information, resources, and other supports relevant to our members as they deliver workplace learning programs for secondary school students.

EXHIBITOR APPLICATION: DUE DATE: APRIL 15, 2025

CONTACT INFORMATION – PLEASE PRINT IN CAPITAL LETTERS

1) Name of Company or Organization:	Company Web Address:	
Name of Company Official Staffing the Booth (First/Last):	Company Title:	
Company Address:	Special Dietary Needs:	
City:	Prov.:	P. Code:
Cell Phone (with area code):	Email:	
2) Name of 2nd staff at booth* (First/Last):	Special Dietary Needs:	
Staff Title:	Staff Email:	
3) Name of 3rd staff at booth* (First/Last):	Special Dietary Needs:	
Staff Title:	Staff Email:	

* Please see below for additional booth staff costs / details.

FULL CONFERENCE (3-DAYS: SUNDAY, April 27, MONDAY, April 28 & TUESDAY, April 29):

ITEMS	COST / DETAILS	TOTAL
a) BOOTH RENTAL One six-foot table with tablecloth and skirting and one chair per staff member.	\$1,200.00 + \$156.00 (13% HST) = \$1,356.00 (Fee includes: ONE Meal Plan for ONE staff member. NOTE: The Monday Evening Awards' Banquet is an additional fee – see below). IMPORTANT: Any other equipment or AV services required for your booth will be the sole responsibility of the EXHIBITOR to order and purchase - please see TRADE SHOW - EXHIBITOR ORDER FORM to order Wi-Fi, electrical outlet, power bar, etc. For full details please see Exhibitor Contract and Conditions.	\$1,356.00
b) *EACH ADDITIONAL STAFF MEMBER AT BOOTH	*Add \$500.00 + \$65.00 (13% HST) = \$565.00 for EACH ADDITIONAL STAFF MEMBER. Fee includes: ONE Meal Plan per EACH additional staff member. NOTE: The Monday Evening Banquet has an extra fee. Total # of ADDITIONAL STAFF AT BOOTH: _____	\$
c) MONDAY EVENING AWARDS' BANQUET	\$120.00 + \$15.60 (13% HST) per person = \$135.60 (FEE Includes one served, four course, plated meal with coffee or tea.) Total # of BANQUET TICKETS ORDERED: _____	\$
OCEA HST/GST # R126141092	TOTAL DUE (a + b + c) =	\$



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NOTE: PAYMENT MUST ACCOMPANY APPLICATION AND MUST BE RECEIVED BY: APRIL 15, 2025.

PLEASE NOTE: OCEA no longer accepts credit card payments. PAYMENT OPTIONS are as follows:

☐ Cheque ☐ Money Order ☐ Electronic Funds Transfer (EFT) **(NO E-TRANSFERS)**

SEND APPLICATION AND PAYMENT TO:

OCEA Ontario Education Association Inc.
Ontario Cooperative Education Association (OCEA)
c/o 35 Reynar Drive (Satellite Office)
Quispamsis, NB E2G 1J9
OCEA@Rogers.com / T: 506-849-3693

IMPORTANT: Upon receipt of this application and full payment, you will be notified by email that your Exhibitor booth has been reserved for you, which constitutes a binding agreement (**see Exhibitor Contract and Conditions**) between you, (the Exhibitor) and the Ontario Cooperative Education Association (OCEA). The Conference Planning Team will operate on a first-come, first-served basis, with space priority offered to SPONSORS.

Once the application has been received and processed, the company official staffing the booth will be notified by email to provide a description (75 words or less) describing the service or product that your company provides and your company logo – in JPG or PNG formats ONLY and in English and French, if available. This description and logo will be included in PowerPoint presentation throughout the event, and an electronic version will be posted on the OCEA website in the EVENTS section at: <https://oceaconference.ca>.

EXHIBITOR SET-UP / HOURS / REMOVAL / SPECIAL INSTRUCTIONS:

Set-up: Sunday, April 27 11:00am to 12:30pm
Hours: Sunday, April 27 1:00pm to 5:00pm
Hours: Monday, April 28 8:00am to 5:00pm
Hours: Tuesday, April 29 8:00am to 1:00pm
Removal: Tuesday, April 29 1:30pm to 2:30pm

PLEASE CONSIDER ADDITIONAL INVOLVEMENT IN THE CONFERENCE BY CONTRIBUTING TO ONE OR MORE OF THE FOLLOWING (*Please bring items to the Conference Registration Desk, upon your arrival at the Conference)

- ☐ DELEGATE SWAG*: Item(s) to be provided to DELEGATES (approximately 350 needed).
- ☐ DRAW PRIZE*: Please specify item: _____
- ☐ OTHER*: Please specify item: _____

AND / OR, CONSIDER SPONSORING OUR EVENT! VARIOUS OPTIONS AVAILABLE!

If you require additional information for any of the above, please contact: **Carol Madsen** at: oceaconference@rogers.com.