



CNH DISTRICT

CALIFORNIA NEVADA HAWAII

LUTHERAN CHURCH MISSOURI SYNOD

March 2025

To Whom It May Concern:

The California-Nevada-Hawaii District of the Lutheran Church-Missouri Synod will host its 73rd Convention on May 15-17, 2025, at the Hilton Sacramento Arden West, 2200 Harvard Street, Sacramento, California.

Exhibitor Information

The Convention will begin on Friday, May 16 at 10am and continue until noon on Saturday, May 17. Exhibitors will be able to begin to set up displays beginning at 4pm on Thursday, May 15. The convention registration will begin at 4pm on Thursday at the hotel. A dinner and opening worship will be held on Thursday, May 15 at St. Matthew Lutheran Church, 3785 Placer Corporate Drive, Suite 600, Rocklin, CA, beginning at 5:30pm. **(FYI: Tickets for Thursday night's dinner, meal tickets for the Convention, and banquet tickets are available for purchase through the [Convention registration process](#).)** Displays need to be dismantled by noon on Saturday, May 17.

Parking accommodations: All registered guests as well as commuting conferees may park in self-parking at a rate of \$4.00 per car per day, with unlimited in and out privileges.

Display tables are 6' x 30". Costs for displays are:

- District ministries (one table per group) – free
- Other ministries or commercial - \$150 per table – (includes a PPT slide on convention display)
- Sponsorship exhibitors (Basic) - \$350 per table – (includes a 15-second video greeting)
- Sponsorship exhibitors (Silver) - \$600 per table – (includes a 30-second video greeting)
- Sponsorship exhibitors (Gold) - \$1200 per table – (includes a 3-minute live address at convention banquet)

Availability is limited – first come, first served. Reserve on or before **Friday, April 25, 2025**.

No outside powers strips will be allowed. The District will provide one complimentary power strip for each exhibitor who reserves a table.

Materials for the exhibits may be shipped to the hotel. Please clearly identify the packages. Space is limited for storage. Storage fees will not be charged (for up to 10 boxes) if packages arrive no earlier than two (2) days preceding the Convention (Tuesday, May 13, 2025). It's a good idea to save the tracking numbers just in case a box is not delivered.

All packages should be labeled as follows:

Glenna Sanlis
CNH District Convention, May 15-17, 2025
Attn: Mataiasi Ahokava
c/o Hilton Sacramento Arden West
2200 Harvard Street
Sacramento, CA 95815
Box(es) ___ of ___ (Multiple boxes MUST be numbered)

Attached are the following:

1. Request for display table(s)
2. Tentative Schedule

Please fill out and send the **Request for Display Table** along with a check (if applicable) for the number of tables being reserved. A request form **is required** even if there is no charge for the table. Send full payment to:

CNH District LCMS
Attn: Glenna Sanlis
2772 Constitution Drive
Livermore, CA 94551-7566

The Request form needs to be submitted by **Friday, April 25, 2025**.

Hotel Information

- The District has reserved a block of rooms at a discounted rate. Exhibitors must make their own reservation via the hotel [website](#) or by calling 1-916-922-4700 using code “CNH” by **11:59pm on Wednesday April 30, 2025**. All reservations must be guaranteed with a major credit card. Cancellation must be made 24 hours in advance directly with the hotel to avoid any cancellation fees.
- Room rates are \$129.00 single/double/triple/quad occupancy, plus 4.18% mandatory charge, which comes to \$134.39. These rates apply whenever rooms are reserved for the Convention, and are inclusive of all charges and fees except applicable state and local taxes in effect at the time of check-in. When you click on the “Book a Room” button, the length of your stay can be updated on the “Select a Room” page. Look for the “Edit Stay” option, which is located above the hotel picture on the right-hand side of the page. When you have made your date selection, be sure to click the “Update” button. Make payment directly to the hotel.

Video Format

Please submit videos, using the following format instructions:

- High-definition video resolution (at least 1080 or higher)
- Record your video in a quiet space so that your audio quality is optimized
- Face into the light when you record (windows or a light source) so that you are brighter than anything behind you
- Horizontal orientation
- Send via cloud storage of your choice (Dropbox, iCloud, Google Drive, etc.)