



ACPM | ACARR

The Association of Canadian Pension Management  
L'Association canadienne des administrateurs de régimes de retraite

# WEBINAR

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The ACPM Webinar Program provides ACPM Members with an opportunity to provide ACPM Members and non-members with easy access to timely, relevant and educational online sessions. **ACPM will manage the marketing, registration and execution of the webinar and the participating organization is responsible for content creation and delivery.**

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# WEBINAR

## ABOUT ACPM

ACPM is the leading advocate for plan sponsors and administrators in the pursuit of a balanced, effective and sustainable retirement income system in Canada. We represent plan sponsors, administrators, trustees and service providers and our membership represents over 400 companies and retirement income plans that cover more than 3 million plan members.

## BENEFITS

- Delivers professional expertise to an international audience
- Extend brand identity to target audiences
- Immediate feedback on the webinar session
- Present the event without having to leave your office
- Webinar is available for viewing by attendees for a limited time post-presentation

## DETAILS

- Presenting organization must be a current ACPM Member
- Format is voiceover with a static Powerpoint presentation
- Webinar topics must be educational and relevant and not excessively self-promotional
- ACPM hosts the webinar and manages marketing, registration and execution
- Material can be provided in English and/or French
- Webinar should be no longer than 60 minutes in length, including Q&A
- Webinar scheduling is subject to booking availability
- Content must be approved by ACPM
- Maximum of one webinar time slot per month is available
- Webinars are free for ACPM Members; registration fee for non-Members

## PROCESS

- 1 ACPM Member registers and submits desired time slots;
- 2 Presenting organization sends draft presentation to ACPM for review (six weeks in advance);
- 3 The presentation is formatted for the ACPM presentation template;
- 4 Final presentation is available and webinar is delivered;
- 5 Post-event delivery of the presentation to attendees to be decided by the presenting organization.

# WEBINAR

## ACPM WEBINAR PROGRAM ORDER FORM

Contact Person: \_\_\_\_\_

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

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

Email: \_\_\_\_\_

<b>ACPM Executive Members</b>
Complimentary
<b>ACPM Plan Sponsor, Administrator and Trustee Members</b>
\$250
<b>ACPM Individual Members</b>
\$350
<b>Non-Members</b>
Not Available

## WEBINAR TOPIC – DESCRIPTION

## ADDITIONAL INFORMATION

Estimated Length of Presentation (incl. Q&A): \_\_\_\_\_

Language:  English  French  English & French (must be presented in succession; 60 minute limit)

### 2018

January  February  March  April  May  June  
 July  August  September  October  November  December

Preferred date (if possible): \_\_\_\_\_

## PAYMENT

Invoice OR  Charge to: VISA MasterCard American Express

Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_ HST/GST#R105194245, QST#1210404704

### Please fax, mail or email this Form to:

ACPM | 1255 Bay Street, Suite 304; Toronto, ON M5R 2A9

Email: judy.lei@acpm.com | Fax: (416) 964-0567

**Note: All orders are final.**  
FOR ASSISTANCE, PLEASE CONTACT: JUDY LEI,  
MANAGER OF ADMINISTRATION &  
STAKEHOLDER RELATIONS  
416-964-1260, EXT. 224



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1255 Bay Street  
Suite 304  
Toronto, Ontario  
M5R 2A9  
[www.acpm.com](http://www.acpm.com)