**2021**

**Missouri Police Chiefs Conference**

**Vendor Registration**

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## SAVE THE DATE!

**May 2nd – 4th 2021**

**2021 Missouri Police Chiefs**

**Exhibitor Agenda**

**Sunday – May 2, 2021**

|  |  |
| --- | --- |
| 9:00 am to 4:00 pm | Vendor Registration and Set - up  |
| 1:00 pm to 4:00 pm | Conference Attendee Training |
| 5:00 pm to 6:00 pm6:00 pm to 7:00 pm7:00 pm to End  | Opening Ceremony Dinner Vendor Introductions and Short PresentationLive Auction and 50/50 Drawing  |

**Monday – May 3, 2021**

|  |  |
| --- | --- |
| 7:00 am to 8:00 am | Breakfast and Vendor Mingle |
| 9:00 am to 12:00 pm | Conference Attendee Training |
| 12:00 pm to 1:00 pm | Lunch and Vendor Mingle |
| 1:00 pm to 5:00 pm | Conference Attendee Training  |
| 6:30 pm | Hospitality Room Open |

**Tuesday – May 4, 2021**

|  |  |
| --- | --- |
| 7:00 am to 8:00 am | Breakfast and Vendor Mingle |
| 9:00 am to 12:00 pm | Conference Attendee Training |
| 12:00 pm to 1:00 pm | Lunch, Vendor Prize Drawing |
| 1:00 pm | Vendor Tear Down |

**Thank you for joining us!**

**Safe Travels**

**Important Information for the Vendors**

**Missouri Police Chiefs 2021 Conference**

**May 2 – 4, 2021**

**Vendor Booths**

All vendor booths will be approximately 8 x 10 with one (1) 6 foot draped and skirted table, two (2) chairs, pipe & drape, wastebasket and company signage.

**Shipping Instructions**

If you have items/supplies that need to be delivered to the Hotel prior to you checking in, you should contact hotel directly at (1-800-826-8272) to make the appropriate arrangements. Please note\* ***there are handling fees charged for all incoming and outgoing packages***. For shipping of exhibit materials and display assembly, please utilize Page and Brown Convention Services. Exhibitor shipments sent to the Hotel will be re-routed to Page and Brown Convention Services and charged according to Page and Brown Convention Services prevailing rates.

When shipping boxes, letters or packages to Margaritaville Lake Resort using any shipping method other than the United States Post Office, please use the following format: Address your labels as follows, using the physical address:

Name: Recipient Name, Date of Arrival

Group: Missouri Police Chiefs Charitable Foundation

Attn: Convention Service Manager

Address: 494 Tan Tar A Drive

City/State: Osage Beach, MO 65065

# of Boxes/Pkgs: of

United States Postal use P.O. Box 188TT

**Exhibitor Registration**

Your exhibitor registration includes:

* The exhibit facility as programmed
* General maintenance of aisles, Hotel lighting, heating, air conditioning, and ventilation
* One 6' draped and skirted table, 2) chairs, pipe & drape, wastebasket, and signage
* Permanent carpeting throughout the exhibit hall
* Exhibit Services Coordinator

Vendor Information cont.

The above rental agreement **does not** include:

* Drayage and placement of display equipment
* Decoration and related services
* Security services
* Labor; for example, carpenters, electricians, and drapers
* Storage of any exhibit-related materials
* Lighting and electrical power. Current pricing is $55 for 2–110-volt outlets per booth. For years beyond 2020, your Convention Service Manager will provide updated pricing.
* Gas or water supply

**Hold Harmless Clause**

The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend, and hold harmless the Hotel, its owner, and its management company, as well as their respective agents, servants, and employees from any and all such losses, damages, and claims.

Margaritaville Lake Resort will not be responsible or liable for any loss, damage or claims arising out of exhibitor's activities on the Hotel's premises except for any claims, loss, or damages arising directly from its negligence.

**Storage**

Due to the layout of the Hotel, storage space is not available for display materials and/or show merchandise. At the conclusion of the set-up operation, all related equipment, crates, trash, etc. must be removed from the premises no later than the last day of the exhibit show period.



494 Tan-Tar-A Drive, Osage Beach, MO 65065

 1-(800) 826-8272

###  CONFERENCE ROOM RATES:

Inclusive room rate: $120.00 plus tax and lodging

(For Double, Queen & King Rooms)

1 Bedroom - $165.00 plus tax and lodging

2 Bedroom - $245.00 plus tax and lodging

**.**

### HOTEL REGISTRATION:

By Phone: 1-(800) 826-8272 at the time you make your reservation inform the hotel you are with the MPCA “LE Combined Conference” and would like the special room rate.

Online: [Reserve Online Now](https://irm.margaritavilleresortlakeoftheozarks.com/irmng/%23/search?g=MPOL)

**Check-In: 4:00 pm**

**Check-Out: 11:00 am**

**2021 Police Chiefs Conference**

 **Vendor Registration Form**

VENDOR: 

BILLING ADDRESS:  State  Zip 

BILLING EMAIL: PHONE: **** -  **** - ****

**The Registration Fee Includes 2 Vendor Representatives, additional Reps are $25 each.**

REPRESENTATIVE NAME 

REPRESENTATIVE NAME 

ADDITIONAL REPS  

**REGISTRATION FEE: NO REFUNDS AFTER April 12, 2021**

 ** $700.00 Full Vendor Registration**

 ** $25.00 X Additional Reps  TOTAL:**

 ** $100 .00 Late Registration Fee (After April 12, 2021)**

 **Invoice above address**

**Payment is enclosed**

(Vendor fee includes pipe, drape, chairs, table, signage, placement in conference book and waste basket)

[ ]  Electricity is needed

[ ]  We will be providing a prize for the vendor drawing

**All Credit Card Payments will be charged *a 3% fee for processing***

**Credit Card Number:  3 Digit Code **

**Expiration Date:  Card type: Visa MasterCard Discover AmEx **

**Approval Signature: **

**Opening Ceremony Dinner, Auction and 50/50 Drawing Sunday May 2, at 5:00 pm. EVERYONE is encouraged to attend this fun event. Vendors will have an opportunity to speak to all attendees during this time.**

**Please indicate how many will be attending this event, including **

**PLEASE RETURN THIS FORM TO:**

**Missouri Police Chiefs Association**

**1001 East High Street**

**Jefferson City, MO 65101**

**Fax: (573) 636-6634** | **Phone**: **(573) 636-5444**

**Vendor Sponsorship Agreement**

**Missouri Police Chiefs Charitable Foundation**

[ ]  Yes our company would like to be a sponsor at the 2021 Missouri Police Chiefs Conference.

**Please check the level of sponsorship at which you would like to participate**

**Vendor Sponsorship Opportunities**

[ ] Breakfast Sponsor $2000.00

[ ] Lunch Sponsor $3,000.00

[ ] Break Sponsor $750.00

[ ] Hospitality Sponsor $1,000.00

[ ] Banquet Sponsor $4,000.00

[ ] Major Conference Sponsor $8,000.00

(Major Sponsors will receive Advertisement in all conference documents, signage, and speaking opportunity)

**Name: **

**Company/Business Name: **

**Address: **

**City:  State:  Zip: **

**Telephone: **

**Please make checks payable to: Missouri Police Chiefs Charitable Foundation**

 **1001 East High Street**

 **Jefferson City, MO 65101**

**All Sponsors please email your logo in a TIFF or JPEG format to: slindsey@mopca.com**

**THANK YOU FOR YOUR SUPPORT!**