

Montana Sheriffs and Peace Officers Association

2016 Convention

June 14 and 15

Hilton Garden Inn

Missoula • Montana



The Montana Sheriffs and Peace Officers Association invites you to attend our 2016 Convention. Once again we will be at the Hilton Garden Inn in Missoula, which offers ample exhibitor space and plenty of room for training. The MSPOA Board and staff hope all of our vendors know how much we appreciate you and look forward to working with you. As in past years, we expect to have over 100 registrants. Vendors really do make our Annual Convention a success and we thank you for your participation and support.

This flyer includes all the details you will need to register for the 2016 MSPOA Convention. If we forgot or overlooked something, please contact us. Below is a Vendor Agenda. Once again, you will see that this is a two day exhibit event with the option of staying on Thursday for fun activities such as bowling, golfing and our annual banquet. **You will notice that vendors are included and invited to attend all meals and convention activities listed below.** You will also notice that there are ample opportunities for our law enforcement participants to spend time in the Exhibit Hall. The draft agenda may change slightly, but rest assured that the breaks and vendor opportunities will be plentiful.

Please consider bringing an item to donate for our give aways. We will go from booth to booth and give each exhibit representative an opportunity to tell about their company/product and do a drawing if you would like.

We look forward to seeing you in June and will do what we can to meet your Convention needs. Please call the MSPOA Office at 406-443-5669 if you have any questions or concerns about the 2016 MSPOA Convention!!

VENDOR AGENDA - Please note that this is a rough draft and subject to change.

Tuesday, June 14, 2016

- | | |
|--------------------|--|
| 1 pm - 5 pm | VENDOR SET-UP |
| 6 pm - 8 pm | Vendor Showcase w/ Appetizers give aways, no-host bar |

Wednesday, June 15, 2016

- | | |
|---------------------------|-----------------------------------|
| 7 am | Breakfast On Your Own |
| 8 am - 11 am | Training w/ Breaks |
| 11 am - 12 pm | Time with Vendors |
| 12 Noon - 1:00 pm | Lunch |
| 1 pm - 5 pm | Training w/ Breaks |
| 5:00 pm - 5:30 pm | Vendor Goodbye and final drawings |
| 6:15 pm - 8:00 pm | Operation LifeSaver BBQ |
| 8:15 pm - 10:15 pm | Hospitality Suite & Golf Calcutta |

FOR THOSE STAYING THROUGH THURSDAY

Thursday, June 16, 2016

- | | |
|---------------------------|---------------------------|
| 7 am | Breakfast On Your Own |
| 8 am - 11 am | Training |
| 11:30 am | Lunch |
| 12:30 pm - 5:00 pm | Golf Tournament & Bowling |
| 6 pm - 7 pm | Cocktail Hour |
| 7 pm - 9 pm | Annual Banquet |

Please feel free to stay and socialize with your friends and colleagues in Montana after the exhibit hall has closed. If you plan to stay over and attend the THURSDAY events, please indicate so on the registration page. There is **NO ADDITIONAL** charge for these meals; however, we need accurate number counts. You can register for golf or bowling on the registration page.

HOST AN EVENT, PLACE AN AD, OR DONATE A PRIZE

- Host a convention event of your picking...a hospitality room, the golf tournament, a lunch, or perhaps you have something else in mind. Be creative...let us know. FIRST COME, FIRST SERVED.
- Place a full page (\$225), a half page (\$115), or a quarter page (\$60) advertisement in the convention program and leave a lasting image.
- Donate shirts, mugs, pens, or whatever other product you want with your company logo for our various raffles and drawings. These souvenirs are always a favorite.
- Advertise at www.mspos.org. A Rotating Banner Ad for one year is only \$150! Ads must be web ready.

MSPOA FEDERAL TAX ID

23-7010405

CANCELLATION POLICY

ALL cancellations and refund requests must be made **IN WRITING** to MSPOA no later than **Monday, June 6, 2016.**

MSPOA will retain a \$50.00 administrative charge on all refund requests made prior to **Monday, June 6, 2016.**

THERE WILL BE NO REFUNDS AFTER Monday, June 6, 2016!!

SET UP and TAKE DOWN

- SET UP** ~ Tuesday, June 14, 2016 from 1:00 pm to 5:00 pm
- TAKE DOWN** ~ Wednesday, June 15, 2016 at 5:30 pm. Displays **MUST** be taken down by 6:15 pm.

RESERVATIONS

Hilton Garden Inn Missoula

3720 N. Reserve St., Missoula, MT 59808

Call 406-532-5300 to make Reservations.

Make your reservation and be sure to tell them that you are part of the MSPOA Convention to receive the Vendor Rate.

RESERVATIONS MUST BE MADE BY May 23, 2016 TO RECEIVE THE BLOCK RATE OF \$129.00 + tax PER NIGHT

GOLD SPONSOR

For \$700, you can become an MSPOA GOLD Sponsor.

Gold Sponsorship includes:

- 1 Exhibit Table at 2016 Convention
- Meals for 2 Exhibit Representatives at 2016 Conv.
- 1/2 page Ad in the Convention Program
- Prime Table Location
- One year Advertisement on the MSPOA web page
- Ads are randomly displayed on every page of the MSPOA web site and rotate regularly
- **The Gold Sponsorship Package is worth \$1000!**

The Best Deal We Have

Questions, Comments, Concerns

If you have ANY questions, comments, or concerns, please do not hesitate to call (406) 443-5669.

Nanette will be happy to talk with you and try to make this convention as fun and accommodating as possible.

GOLF and BOWLING

Join us for a round of **Golf** (18 holes) or a fun afternoon of bowling on **Thursday, June 16 at 12:30 pm.** The cost is \$70 per person for golf and \$15 per person for bowling.

MEALS INCLUDED

With your Vendor Registration fee the following meals are included: Tuesday Appetizers at the Vendor Showcase. Wednesday Lunch and BBQ. Thursday Banquet if you choose to stay.

Send Vendor Displays to the Hilton Garden Inn (3720 N. Reserve St., Missoula, MT 59808) with the CLEAR notation: **HOLD FOR MSPOA CONVENTION - Will pick up Tuesday, June 14, 2016.**

MSPOA 2016 CONVENTION VENDOR REGISTRATION FORM

June 14 and 15, 2016 • Hilton Garden Inn • Missoula, Montana • MSPOA TAX ID NUMBER – 23-7010405

Submit registration form to MSPOA by email (nrgilbertson@mt.net) or mail (34 W. 6th Ave., Ste. 2E, Helena, MT 59601)

COMPANY _____
(as it should appear in ALL listings)

ADDRESS _____

CITY _____ STATE _____ ZIP _____

PHONE _____ FAX _____

CONTACT PERSON _____ EMAIL _____

Exhibit Representative in Charge _____
(name as it should appear on name badge)

Please provide a brief description of the
product(s) to be displayed:

REGISTRATION OPTIONS

Choose ONE



\$700 - Gold sponsorship includes:

- One (1) exhibit tables at the convention
- Convention meals for two (2) people
- Prime table location
- 1 year banner advertisement on the MSPOA web site (www.mspspa.org)
- A half page advertisement in the Convention Program

Name of Additional Representative _____

(name as it should appear on name badge)



\$500 - Silver sponsorship includes:

- One (1) exhibit table at the convention
- Convention meals for one (1) person
- 1 year banner advertisement on the MSPOA web site (www.mspspa.org)



\$400 - Bronze sponsorship includes:

- One (1) exhibit table at the convention
- Convention meals for one (1) person

ADDITIONAL REGISTRATION OPTIONS

Choose ALL that apply

Additional Representatives Working the Exhibit Booth

- ☐ \$75 Per Additional person, which includes all meals.

Name _____ Name _____

Meals for Exhibitors who stay for Thursday afternoon and evening

- ☐ Thursday Lunch # _____ ☐ Thursday Banquet # _____

There is NO ADDITIONAL CHARGE for these meals, but we need accurate numbers

Advertise in the Convention Program

- ☐ \$225 Full Page Ad in the Convention Program
☐ \$115 Half Page Ad in the Convention Program
☐ \$60 Quarter Page Ad in the Convention Program

Ads must be submitted in Electronic Format (pdf) NO LATER THAN: Tuesday, May 21, 2013

Advertise on the MSPOA Web Page

- ☐ \$170 Banner Ad for 1 year at www.mspspa.org

Ads must be web ready. Specs: 600 x 60 pixels; .gif or .jpg. Visit web site for examples.

Host a Convention Event

- ☐ Call Nanette at (406) 443-5669 to make arrangements to host a convention event.

Special Needs - THIS SECTION MUST BE COMPLETED

- ☐ Outlet ☐ Telephone ☐ Wired Internet ☐ Special Placement

Special Instructions: _____

Golf - Thursday, June 16, 2016 at 12:30 pm

- ☐ \$70 Green Fee & Cart (# of people _____ x \$70/person)

Bowling - Thursday, June 16, 2016 at 12:30 pm

- ☐ \$15 Lane and Shoes (# of people _____ x \$15/person)

\$ _____ **TOTAL - Fee MUST be paid in FULL before Convention**

☐ Check Included

☐ Please Invoice Me

Credit Card: ☐ Visa ☐ Master Card ☐ Discover

Credit Card # _____ - _____ - _____ - _____ Expiration Date _____ / _____ 3 Digit Code _____

SIGNATURE _____ DATE _____



Montana Sheriffs and Peace Officers Association
34 West 6th Ave., Suite 2-E • Helena, MT 59601

Montana Sheriffs and Peace Officers Association



2016 Convention

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*Host an event or bring an item for
our annual raffle!*

Convention Information & Registration Form Inside