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Exhibitor Registration Packet

WELCOME

Invitation

We invite you to join us at our 2014 Summer Training Conference. GACP sincerely appreciates your support and hopes that your organization will continue to benefit from attending our conferences, which is a great opportunity to display your products and services.

WHY EXHIBIT?

At this conference, you will have the opportunity to meet and talk with law enforcement executives representing federal, state and local agencies, as well as municipal and county agencies, college and university police departments, and corporate/private security firms. Meeting face-to-face with these high-level decision makers that have the ability to purchase your products & services will benefit your company! GACP offers the best opportunities to maximize your booth investment on the exhibit floor and throughout the conference:

- *Anticipated attendance of 425 decision-makers*
- *Exhibit Hall traffic-generating activities including a Networking Reception and Conference Registration*
- *Convention sponsorships to expand your visibility beyond the show floor*
- *Direct mail marketing to attendees prior to the show*
- *Listing in the Conference Program with booth location and contact information*
- *Follow-up listing of all attendees after the show*

EXHIBIT

Location & Hours

Hotels

Host Hotel

Westin Savannah Harbor Hotel
One Resort Drive
Savannah, GA 31421
Room Rate: \$174

Overflow Hotels

Hampton Inn Savannah
Historic District
201 East Bay Street
Savannah, GA 31401
Room Rate: \$164

Holiday Inn Express Historic
District
199 E. Bay Street
Savannah, GA 31401
Room Rate: \$164

You can only make your hotel
reservations online at:
[https://resweb.passkey.com/go/
gacp2014](https://resweb.passkey.com/go/gacp2014)

Savannah International Trade & Convention Center

One International Drive, Savannah, GA 31421

Schedule

Saturday, July 26, 2014

5:00pm – 6:30pm

Display Vehicles Set-Up Only
IMPORTANT! Display vehicles MUST enter the
Convention Center Exhibit Hall Saturday between
5:00pm and 6:30pm. **THE BAY DOORS WILL
NOT BE OPENED ON SUNDAY. NO
EXCEPTIONS.**

Sunday, July 27, 2014

9:00am – 12:15pm
12:15pm – 12:30pm
1:00pm – 6:00pm
1:00pm – 6:00pm
4:00pm – 6:00pm
6:30pm – 8:00pm

Exhibitor Set-Up and Registration
Exhibitor Meeting (Room 105)
Exhibits Open/Close
Attendee Registration in Exhibit Hall
Networking Reception in Exhibit Hall
GACP Reception (Westin Harbor & Ballroom)

Monday, July 28, 2014

7:00am – 8:15am
7:15am – 8:15am
8:00am – 3:00pm
8:30am – 12:30pm
12:30pm – 1:30pm
1:30pm – 5:30pm
3:00pm – 5:00pm

Breakfast
GACP Business Meeting
Exhibits Open/Close
Attendee's Training
Attendee's Lunch Break
Attendee's Training
Exhibit Dismantle

Security - Security for the exhibit area will be provided as follows:

- Saturday, July 26 from 6:30pm through Sunday, July 27 at 9:00am
- Sunday, July 27 from 6:00pm through Monday, July 28 at 8:00am

BOOTH INFO

Pricing & Benefits

Benefits	Booth Type & Cost		
	Regular \$835	Silver Sponsor \$1,500	Platinum Sponsor \$2,550
Booth Set Up 1 10' x 10' space with 3' side rails, 1 -6 ft skirted table, 2 chairs, 1 wastebasket, 1 Booth ID sign w/ company name	☑	☑	☑
Concession Stand Vouchers for free Snacks and Beverage	☑	☑	☑
Sponsorship Level Recognition on Booth ID Sign		☑	☑
Company Name Posted in Training Area		☑	☑
Logo Ad in Conference Program		☑ (1/4 Page)	☑ (Full Page)
Advertisement in Future Edition of GACP Newsletter		☑ (1/4 Page)	☑ (Full Page)
Five Minute Presentation at a GACP Business Meeting			☑
Booth Numbers <i>Note: Booths are assigned on a first come, first paid basis.</i>	All booths not noted as Silver, Platinum or Reserved	101, 201, 301, 401, 501, 601, 701, 801, 901, 1001, 1101 & 1201	210, 410, 710, 1010, 1110

Exhibit space is available for GACP Corporate Members only. Please be sure your 2014 Corporate Membership dues have been paid prior to registration or include the fee with your registration payment. Please note, due to limited space, not-for-profits will be placed on a wait list and will be assigned a booth as we get closer to the conference.

Vehicle & Large Display Space

You must purchase booth space in order to reserve vehicle or large display space. Set-up for vehicles and large display space will be on **Saturday ONLY from 5:00pm – 6:30pm. No exceptions.** (See Exhibit Rules & Regulations for specifics regarding this space.)

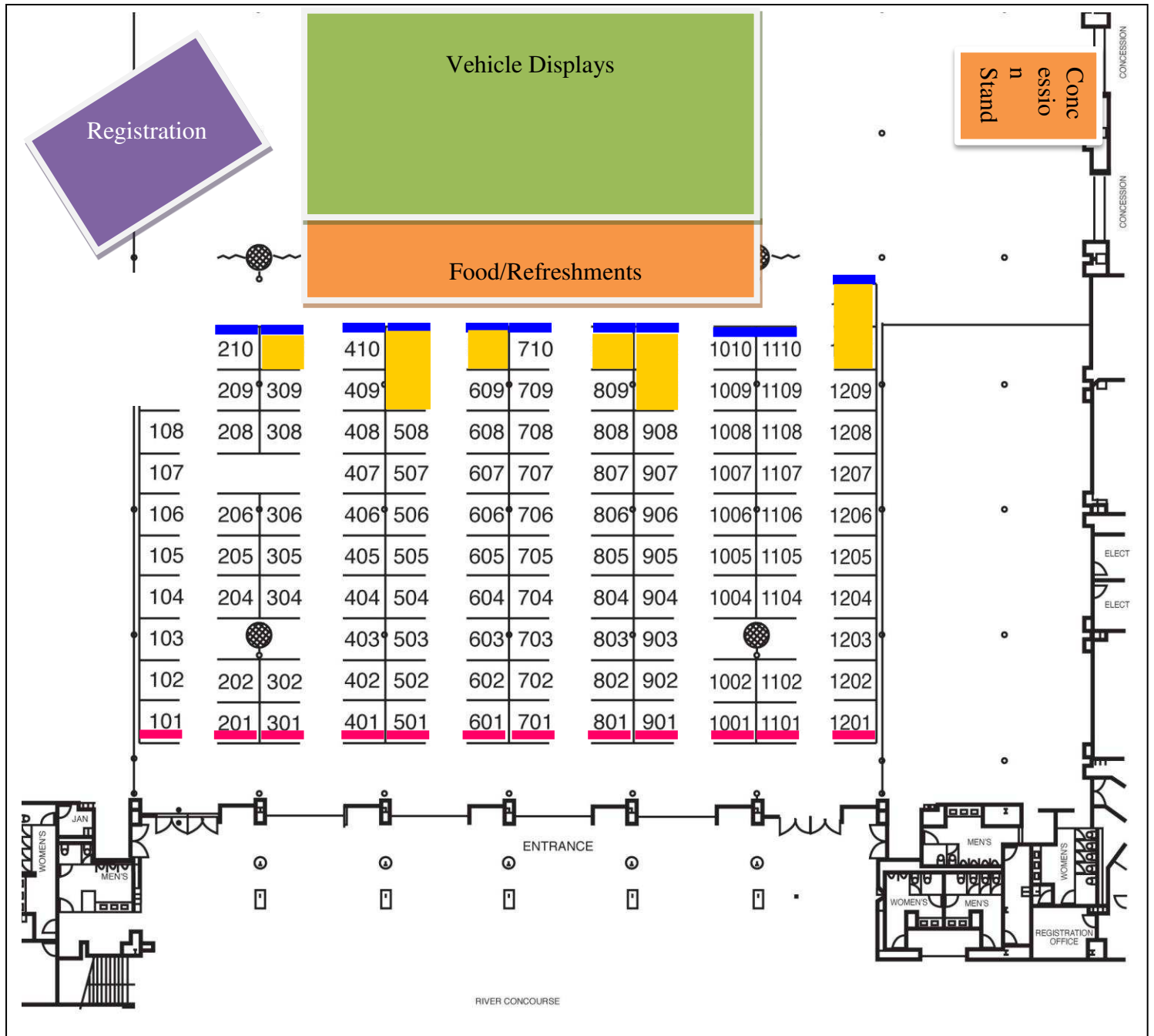
- Regular Vehicle (4 Wheels, including Electric).....\$310 per vehicle, plus booth fee
- Small Electrical Vehicles (2 & 3 Wheels).....\$200 per vehicle, plus booth fee
- Trailers (1'- 20').....\$835 per trailer
- Trailers (21'- 40').....\$1,000 per trailer

Hospitality Suite Sponsorship

The GACP Hospitality Suite provides vendors with an opportunity to meet with law enforcement decision-makers in a more casual environment. Companies wishing to sponsor the Hospitality Suite would be responsible for staffing the room for the evening and for providing beverages and small snacks (i.e. potato chips, popcorn, pretzels, etc.). The Hospitality Suite is currently available for sponsorship from 5:30pm – 10:00pm on Sunday, July 27th and Monday, July 28th. Sponsors receive a sign acknowledging the *sponsorship* outside *the* suite and recognition in the conference program. If you are interested in sponsoring an evening in the *Hospitality* Suite, please contact the GACP office at 770-495-9650 for further details.

BOOTH INFO

Floor Plan



GACP Exhibit Floor Plan

Savannah International Trade & Convention Center, Savannah, GA

■ Platinum Booths (\$2,550)
 ■ Silver Booths (\$1,500)
 ■ Reserved

All other regular booths (\$835)

Rules and Regulations

OPENING & CLOSING

***Set-up of Vehicle & Large Display Space (Only):**

Saturday, July 26th 5:00pm – 6:30pm

***Exhibit Set Up & Registration:**

Sunday, July 27th 9:00am – 12:15pm

Exhibitor Meeting (Room 105)

Sunday, July 27th 12:15pm – 12:30pm

Hours of Operation:

Sunday, July 27th 1:00pm – 6:00pm

Networking Reception, July 27th 4:00pm – 6:00pm

Monday, July 28th 8:00am – 3:00pm

****Exhibit Dismantle:**

Monday, July 28th 3:00pm – 5:00pm

***IMPORTANT!** Vehicles and large displays **MUST** be set up on Saturday from 5:00pm – 6:30pm. The exhibit hall bay doors WILL NOT be opened on Sunday.

****IMPORTANT!** Exhibitors may **NOT** remove, dismantle or begin to pack materials or displays before 3:00pm on Monday, July 28th

PROPER USE OF EXHIBIT SPACE

Exhibitors may not reassign, sublet or allow other companies to use the whole or a part of the space assigned to them. This rule will be STRICTLY ENFORCED. Exhibitors may not display or advertise any goods or services not manufactured, distributed or otherwise provided by the exhibiting company during the normal course of business.

LIABILITY

The Georgia Association of Chiefs of Police (GACP) shall not, in any manner or for any cause, be liable or responsible for any damages that may occur to the exhibitor, or to the exhibitor's directors, officers, employees, agents, licenses or guests. Any damage to the goods or other property of the exhibitor that the exhibitor or the exhibitor's directors, officers, employees, agents, licensees, or guests or for any loss or injury and all claims for such injuries are hereby waived. The exhibitor is responsible to protect and provide the security for its exhibit, demonstration, goods, materials and/or equipment during conference times. The exhibitor is responsible for taking all measures necessary to protect other parties and property from any harm, which might result from or be caused by its exhibit, demonstration, goods, materials, and/or equipment. The exhibitor shall be solely liable for any and all damages, costs or expenses which the exhibitor may incur, suffer, or be required to pay by reason of injury to persons or loss of or injury to property which may be caused by or result from any act of omission on the part of the exhibitor, or caused by or result from any demonstrations or exhibit of the exhibitor.

INSURANCE

The exhibitor shall secure, furnish and maintain insurance which must be in effect during all periods of the exhibitor's participation in the exhibition, including, but not limited to, the exhibition itself and the preparation, set up, and dismantling of the exhibition.

EXHIBIT

Rules and Regulations

LARGE DISPLAY AND VEHICLE SPACE

- Complete the "Large Display/Vehicle Space" section of the Exhibitor Registration Form.
- An exhibit booth must be purchased in conjunction with the large display/vehicle space.
- One display/vehicle per space unless otherwise authorized prior to the conference by GACP.
- Display space is limited and available on a first come, first PAID basis.
- GACP reserves the right to:
 - Limit the number of display spaces per organization so that all vendors have an equal opportunity to utilize this space.
 - Refuse on-site requests for additional space or new requests for large display/vehicle space.
 - Choose the exact location of your display/vehicle.
 - Charge an additional fee if display or vehicle requires an excessive amount of space, as determined by the GACP Executive Director.
- **Drive-in time and set-up for large display space is Saturday, July 26th from 5:00pm – 6:30pm only. Vehicles may only be moved at the designated time and at the direction of the GACP staff.**

CANCELLATION AND RELOCATION

The Georgia Association of Chiefs of Police reserves the right to cancel or relocate the event. If the GACP cancels or relocates the event due to circumstances within the GACP's control, the liability shall be limited to a refund of payment for rental costs paid by the exhibitor in accordance with the payment section of the agreement. In the event that the GACP has no control over the cancellation or relocation of the exhibition, the GACP has no liability of any kind but may, in its discretion, refund any payments for rental costs paid by the exhibitor. In any event, the GACP's maximum and sole liability, if any, to the exhibitor in the event of cancellation or relocation shall be for the return of the rental fee, or a portion of the fee, as the GACP, in its discretion, determines.

EXPOSITION SERVICE CONTRACTOR ELECTRIC-DRAYAGE-ADDITIONAL SERVICES

Blue Chip Expo has been selected as the official contractor for the GACP conference. To download a Service Kit, please visit Blue Chip Expo's website and/or click on the link provided to find our event:

<http://www.bluechipexpo.net>

The Blue Chip Service Kit includes:

- Cover Letter
- Shipping Information and Service Order Form
*Note: Shipments should be made directly to Blue Chip Expo and arrive no later than **Thursday, July 24, 2014.***
- Furniture Rental Order Form
- Credit Card Form
- Display Installation Form
- Plant Rental Order Form
- Calculation of Drayage Charges Form
- Electrical & Utility Service Order Form*
- Labor & Audio Visual Information*
- Request for Data Services Form*
- Security & Booth Cleaning Service Order Form*
Note that GACP will provide security as detailed on page 3.

**Indicates Savannah International Trade & Convention Center forms*

You are responsible for ordering and confirming all of the above listed items with the Convention Center or Blue Chip Expo as designated on each form.

Read each form carefully and be sure to order anything you need prior to arrival at the conference. If you have any questions, contact Blue Chip Expo at 843.681.4545.

REJECTION OF APPLICATION

The Georgia Association of Chiefs of Police reserves the right to cancel or refuse rental or display space to any person or company whose conduct or display of goods is, in the opinion of the Executive Board, incompatible with the general character and objectives of the exhibition. The Executive Director may reject applications that conflict with prior GACP exclusive business agreements.



Registration Form

SAVANNAH INTERNATIONAL TRADE & CONVENTION CENTER
JULY 27 - JULY 28, 2014

REGISTRATION DEADLINE JUNE 30, 2014

Registrations received after this deadline forfeits the benefits of signage and listing in the Conference Program

Page 1 of 2
COMPLETE BOTH PAGES

Organization Information

(The following information reflects what will be printed in the program.)

Company Info: _____

Phone _____ **Fax:** _____

Products/Services Description:

Company representatives: *(Please print clearly.)*

*Please note # 1 is the **main contact** and will be printed in GACP Summer Conference Program*

1. _____ Email: _____
2. _____ Email: _____

Additional Representatives: * additional fee of \$25 per person will apply to the following (excluding Silver/Platinum Sponsorships)

3. _____ * Email: _____
4. _____ * Email: _____
5. _____ * Email: _____
6. _____ * Email: _____

Event Coordinator *(The person GACP should contact regarding this registration.)*

Name: _____



Agreement *(This section must be signed in order for the exhibit registration to be processed.)*

The undersigned hereby authorizes GACP to reserve exhibit space in the Savannah International Trade & Convention Center, for use by the above company/organization during the 2014 Summer Conference. The undersigned has read, understands and agrees to abide by the "Exhibition Rules and Regulations" and ensures that all representatives working in the exhibit hall are aware of the terms, conditions and rules pertaining to the exhibition. Full payment is required for confirmation of space reservation. **Cancellation:** There will be NO refunds on space(s) cancelled after June 30, 2014.

_____ **Authorized Signature** _____ **Print Name** _____ **Print Title** _____ **Date**



Registration Form

SAVANNAH INTERNATIONAL TRADE & CONVENTION CENTER
JULY 27 - JULY 28, 2014

REGISTRATION DEADLINE JUNE 30, 2014

Registrations received after this deadline forfeits the benefits of signage and listing in the Conference Program

Page 2 of 2
COMPLETE BOTH PAGES

Company Name:

2014 Membership

DUES AMOUNT _____

Booth Type

Regular Booth(s)# of Booths _____ @ \$835 each = \$ _____

*Registration for regular booth space includes registration for up to two representatives for each company. Additional attendees may attend at the rate of \$25 per person.

No, my company will have 2 or less representatives in attendance. No additional fee is included.

Yes, my company will have _____ additional representatives in attendance. @ \$25 each = \$ _____

Silver Sponsorship(s)# of Booths _____ @ \$1,500 each = \$ _____

Platinum Sponsorship(s)# of Booths _____ @ \$2,550 each = \$ _____

Booth Location in order of Preference: 1. _____ 2. _____ 3. _____ 4. _____ **BOOTH TOTAL \$** _____

Booths will be assigned on a first come, first **PAID** basis. In the event the booth you select has already been reserved, the best booth space available will be assigned for you. Confirmation of your booth assignment will be sent via email.

Large Display/Vehicle Space**** (OPTIONAL ADDITIONAL SPACE)

_____ Regular Vehicle(s) (4 Wheels, including Electric) @ \$310 per vehicle in addition to booth fee

_____ Small Electrical Vehicles (2 & 3 Wheels) @ \$200 per vehicle in addition to booth fee

_____ Trailers (1'- 20') @ \$835 per trailer

_____ Trailers (21'- 40') @ \$1,000 per trailer

DISPLAY/VEHICLE TOTAL \$ _____

***It is understood that the organization purchasing vehicle/large display space has the responsibility to notify their attending representatives that set-up/drive-in for this space is **Saturday, July 26th from 5:00pm – 6:30pm ONLY. No exceptions!**

SIGNATURE REQUIRED 

_____ Signature

_____ Print Name

Banquet Ticket(s) (OPTIONAL EVENT)..... # of Tickets _____ @ \$75.00 each

BANQUET TICKET TOTAL \$ _____

TOTAL DUE \$ _____

Payment Method Check # _____ - OR - CC - Visa/MasterCard # _____ - _____ - _____

Exp. Date ____/____/____ 3-Digit Security Code (back of card): _____

Billing Address (if different than address on Page 1) _____

Authorized Signature: _____ Print Name: _____

Mail to: GACP, 3500 Duluth Park Lane, Suite 700, Duluth, GA 30096 OR **scan and send to:** training@gachiefs.com

Be sure to include: > Membership renewal form or application > Both pages of the Registration Form > Check or Credit Card Information

COMPLETE PAGE 1 & 2. Please scan & email form to training@gachiefs.com OR mail to our office.