



# OKLAHOMA SHERIFFS' ASSOCIATION 2014 ANNUAL TRAINING CONFERENCE & EXPOSITION



Dear OSA Exhibitor:

The Oklahoma Sheriffs' Association 2014 Annual Training Conference and Exposition will take place August 11th through the 15th, with the exhibitor show on August 12th. Location for this year's exposition is the Sheraton Hotel & Reed Conference Center in Midwest City, Oklahoma. This is a perfect time to showcase your products and services in the best possible setting.

Your company is one of a select group invited to exhibit at the OSA's annual conference because your products and services are of interest to Oklahoma Sheriffs and their staff. With over 100 exhibitors requesting space at this year's conference, and with a limited amount of booths available, booth locations will be accommodated on a **first-come, first-serve basis**.....so reserve your booth as soon as possible.

The exhibitor show is set for an 8:00am opening and will close at 5:00pm We have scheduled no training during the day of the exhibitor show so as to give you more time to visit with the Sheriffs and their staff.

As in the past, the exhibitor door prizes will be given away in the exhibit hall during the exhibitor show. To make the exhibitor prize drawing go more smoothly this year we have included a "Door Prizes" form with this packet. Please fill out the form and return it with your registration or bring it with you for submission during the exhibitor setup.

We also invite you to become a sponsor of one of the many other events taking place at this year's Conference. Attendance at these events are open only to those recognized sponsors. In the past we offered four lunch sponsorships and all four were reserved almost immediately. This year we only have three lunch sponsorships available. Each sole sponsorship cost \$3000.00 and includes a Gold Booth during the exhibitor show, a full page ad in the *Oklahoma Sheriff* post conference magazine, six month banner advertisement on the OSA website, and presentation time during the lunch events. The booth, magazine and website ad alone are valued at \$2,500.00.

We look forward to seeing you this year in Midwest City at the Oklahoma Sheriffs' Association 2014 Annual Training Conference and Exposition.

Sincerely,

Ray McNair  
OSA Executive Director



## CONFERENCE EXHIBITOR INFORMATION

### Registration Terms & Policy:

The deadline for registrations and listing in the OSA conference program is **July 25, 2014**. Booth space is assigned on a **first-come, first-serve** basis. The OSA will do its best to honor your request. The name and company/agency will appear on the conference badge, booth sign and conference program as you indicate on the registration form.

**Payment must be received no later than August 1, 2014. If payment or other arrangements are not made, your booth may be released to those on the waiting list.**

### Exhibit Space:

Gold Booths	6'D x 10'W
Silver Booths	6'D x 10'W
Bronze Booths	6'D x 10'W

The following items are included in the regular booth rental:

- Draping for back and sides of booth
- (1) 6' skirted table
- (2) folding side chairs
- (1) vendor ID sign
- Wi Fi access
- Conference attendee name tags
- Company name and booth number listed in the OSA conference program. (Only if registration deadline of July 25th is met.)

### Exhibitor Agenda

Monday, August 11th	Exhibitor Registration	8:00 am –5:00pm	Pre Function Area
Monday, August 11th	Exhibitor Setup	3:00pm - 10:00pm	Reed Ballroom
Tuesday, August 12th	Exhibitor Show	8:00am - 5:00pm	Reed Ballroom
Tuesday, August 12th	Exhibitor Teardown	5:00pm - 7:00pm	Reed Ballroom

Exhibitors must have their booths dismantled and off the exhibit floor no later than 7:00 p.m. Booths not emptied by deadline will be removed by hotel and any additional labor fees will apply.

### Conference Decorator:

Decorator for the OSA exhibitor show is Event Planning by Lelani. Included in this packet is decorator information. Once you have submitted your registration the OSA will email you a booth number. Mail or fax your order to Event Planning. All payments for any additional items must be arranged and purchased from Event Planning. If you wish to place your order online go to [www.eventdecorating.com/Sheriff2014.pdf](http://www.eventdecorating.com/Sheriff2014.pdf)



## THE FOLLOWING IS A LIST OF CONFERENCE EXHIBITOR BOOTH LEVELS

### **Gold Level Registration (Prefunction Area Booth Numbers 1 thru 15) \$1000.00 per booth**

- 6' d x 10' w booth space
- 6' draped table
- (2) folding chairs
- Vendor ID sign
- Wi Fi access
- Conference attendee name tags
- Listing on the OSA website post conference
- Listing as a Gold Level sponsor in the OSA conference program (July 25th deadline applies)
- Free 1/2 Page Ad in the *Oklahoma Sheriff* magazine

### **Silver Level Registration (Exhibit Hall Booth Numbers 17 thru 32) \$750.00 per booth**

- 6' d x 10' w booth space
- 6' draped table
- (2) folding chairs
- Vendor ID sign
- Wi Fi access
- Conference attendee name tags
- Listing on the OSA website post conference
- Listing as a Silver Level sponsor in the OSA conference program (July 25th deadline applies)
- Free 1/4 Page Ad in the *Oklahoma Sheriff* magazine

### **Bronze Level Registration (Exhibit Hall Booth Numbers 33 thru 79) \$500.00 per booth**

- 6' d x 10' w booth space
- 6' draped table
- (2) folding chairs
- Vendor ID sign
- Wi Fi access
- Conference attendee name tags
- Listing on the OSA website post conference
- Listing as a Bronze Level sponsor in the OSA conference program (July 25th deadline applies)
- Free listing in the *Oklahoma Sheriff* magazine

**Due to conference center policy and restrictions on exhibitors placing vehicles in the exhibit hall, we have made arrangements for vehicle displays outside at the entrance to the conference center.**



# OSA EXHIBITOR LAYOUT

Reed Conference Center Pre-Function Area  
 Gold Booth Sponsors Only  
 Booth Size 6'D x 10"W

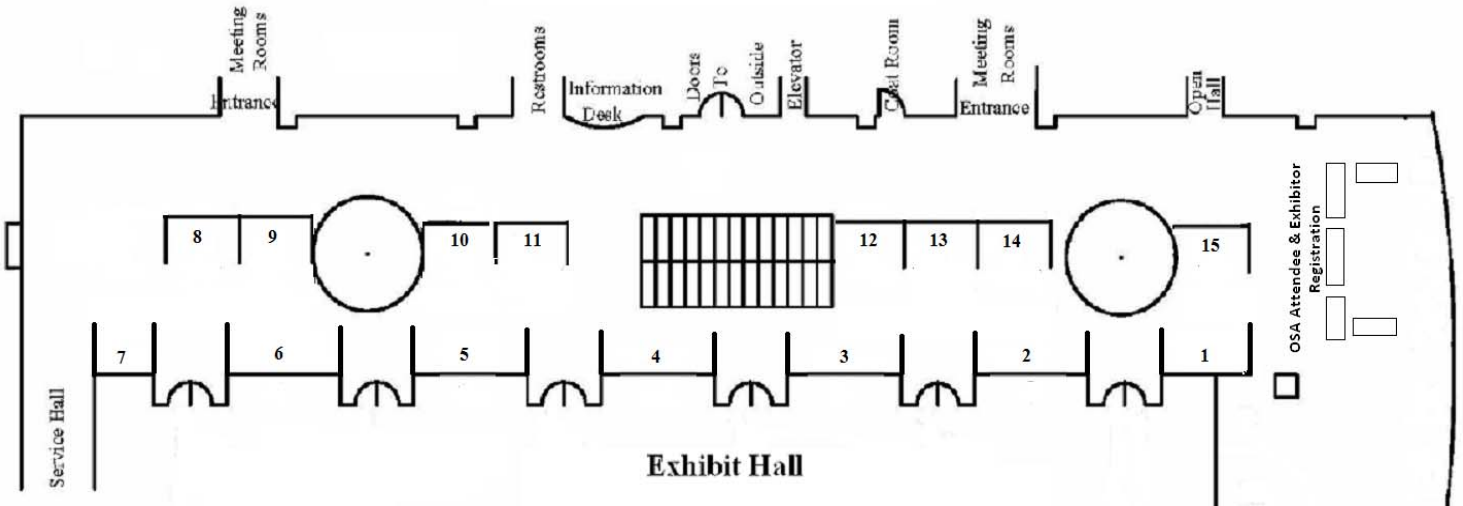
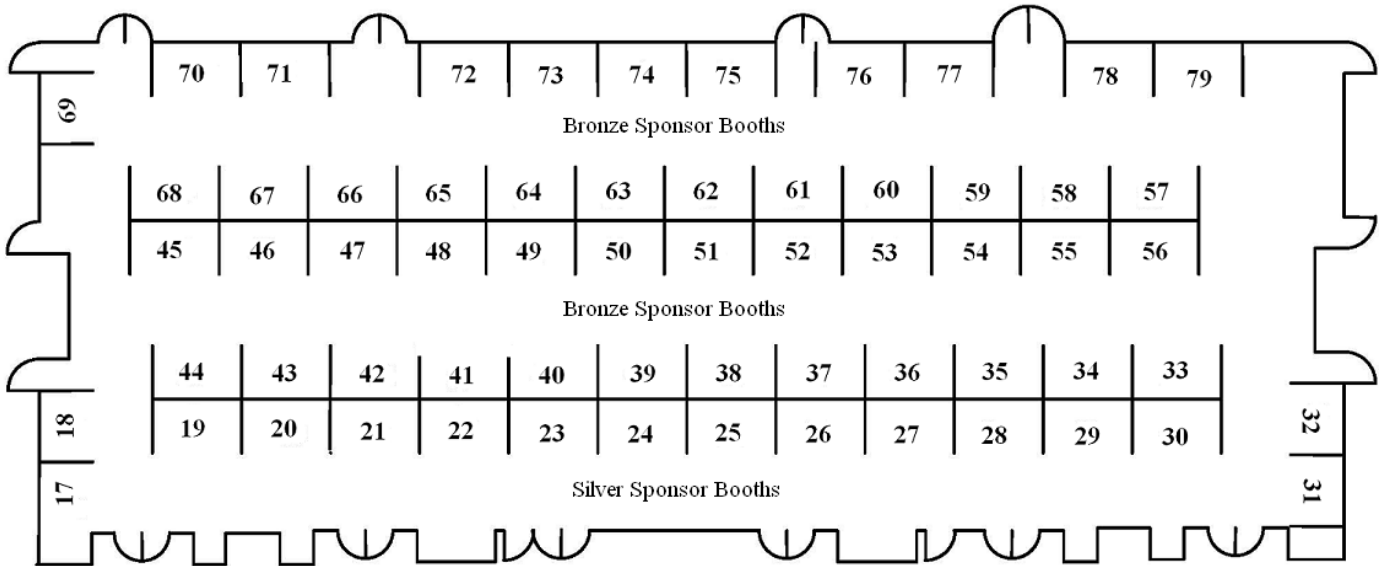


Exhibit Hall  
 Silver & Bronze Booth Sponsors  
 Booth Size 6'D x 10"W



Drawn by Event Planning by Leilani

Entrance To Exhibit Hall

**NOTE:**

When we receive your conference registration, we will e-mail you a confirmation. The confirmation we will include your booth number so that you can order any additional items such as electricity, internet connection or audio visual. All orders for additional items must go through the conference decorator Event Planning. Wi Fi is available in the pre function and exhibit hall. Ethernet connections are only available in the exhibit hall.



## OSA CONFERENCE SPONSORSHIP OPPORTUNITIES

Each year we make sponsoring an OSA event affordable to all of our exhibitors by establishing three levels of sponsorship. Those levels are Gold, Silver and Bronze. This allows an exhibitor to contribute to one or all of the exhibitor sponsored events. **Only sponsoring exhibitors will be allowed to attend the events..**

These are some of the benefits of being an OSA event sponsor:

- Invitation to the sponsored event, Gold (4) invitations, Silver (3) invitations, Bronze (2) invitations.
- Opportunity to have company name posted at the event.
- Listing in the conference program as an event sponsor.
- Verbal recognition at the event.
- Networking opportunity one-on-one with the Sheriffs and their staff.

### Attendee Lunches

**Wednesday, August 13th, Thursday August 14th & Friday August 15th Noon – 1:00pm**

Attendee lunch sponsors will have an opportunity to provide a presentation of their company and its products during one of the three attendee lunches. The lunch sponsor will be the only sponsor allowed to attend the lunch. The OSA will provide audio/visual support to include a microphone, podium, screen and projector. **As an additional incentive the OSA will also include a Gold Booth at the exhibitor show in the price of sponsorship and a full page ad in the Oklahoma Sheriff magazine and six months of banner advertising on the OSA website (valued at \$2,500.00)**

**Sole Sponsor \$3,000.00**

### Sheriff's Appreciation Night

**Thursday, August 14th 6:00 p.m. –9:00 p.m.**

The Sheriff's Appreciation Night is an event set in a casual atmosphere.

**Gold Sponsor \$750.00**

**Silver Sponsor \$500.00**

**Bronze Sponsor \$250.00**

### Prayer Breakfast

**Friday, August 15th 7:00 a.m.-8:00 a.m.**

All attendees are invited to the Prayer Breakfast conducted by the OSA Chaplains' Committee for a morning of fellowship, guest speakers and testimonials.

**Gold Sponsor \$500.00**

**Silver Sponsor \$250.00**

**Bronze Sponsor \$100.00**

### Ladies' Brunch

**Friday, August 15th 11:00 a.m.-1:00 p.m.**

A special way to thank the ladies of the Sheriffs' offices, wives and volunteers.

**Gold Sponsor \$500.00**

**Silver Sponsor \$250.00**

**Bronze Sponsor \$100.00**

### Awards Dinner

**Friday August 15th 7:00pm – 10:00pm**

The awards dinner is the largest attended event and the highlight of the annual conference. Awards and special presentations are given to those deserving members of the Oklahoma Sheriffs' Association.

**Gold Sponsor \$750.00**

**Silver Sponsor \$500.00**

**Bronze Sponsor \$250.00**



## OSA CONFERENCE HOTEL



Hotel lodging for the 2014 OSA Annual Training Conference is at the Sheraton Hotel and Reed Conference Center located in Midwest City, Oklahoma. The Sheraton Midwest City Hotel at the Reed Conference Center is less than four miles from downtown and the Bricktown entertainment district.

Find warm, comfortable surroundings in our 151 guest rooms. Stay connected to whoever you're missing with our wireless high speed internet access. Settle into your Sheraton Sweet Sleeper™ Bed and enjoy in-room movies on the flat screen or plasma television before you call it a night.

Catch up on work in our fully equipped business center or get reenergized in our health club or indoor swimming pool. At the end of the day, gather everyone together for a delicious meal in our gourmet restaurant or a relaxing cocktail in our lounge.



Our hotel is also connected to the Reed Conference Center, which is ready to welcome from 10 to 2,000 people. This includes 13,780 square feet of inside event space, 6,000 square feet of exhibit hall space, 13,000 square feet of pre-function space, as well as outside event space. Parking will be available onsite for over 500 cars.

The Sheraton Midwest City Hotel at the Reed Conference Center looks forward to making you feel comfortable and connected.

### Hotel Accommodations:

All hotel accommodations must be arranged through the Sheraton Hotel, 5750 Will Rogers Rd, Midwest City, OK 73110. To ensure the special conference rate you must register no later than **July 28, 2014**. To reserve your room, click the link or copy and paste into your web browser <https://www.starwoodmeeting.com/StarGroupsWeb/res?id=1405204795&key=316071C4> or call **1-800-325-3535**. All reservations are to be guaranteed by credit card or advance deposit for the first night's stay. A one night non-refundable deposit will be charged for any confirmed reservations not cancelled 24 hours prior to arrival.



# EXHIBITOR REGISTRATION FORM

Fax completed form or mail with payment to:  
Oklahoma Sheriffs' Association, 1615 S. State St., Edmond, OK 73013  
Phone: 405-471-6049 Fax 405-471-6097

**REGISTRATION DEADLINE JULY 25, 2014**

**PAYMENT DEADLINE AUGUST 1, 2014**

**PART 3: PAYMENT INFORMATION**

No refunds after August 1, 2014

- Booth Fee \$ \_\_\_\_\_
- Event Sponsor \$ \_\_\_\_\_
- Total Amount Due \$ \_\_\_\_\_

**Please make checks payable to the Oklahoma Sheriffs' Association.**

**PART 1: EXHIBITOR CONTACT INFORMATION**

Please type or print legibly.

\_\_\_\_\_  
Name (as you wish it to appear on conference badge)

\_\_\_\_\_  
Company/Organization (as you wish it to appear in the OSA program & on the booth sign)

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Phone Fax E-Mail

**PART 2: BOOTH & SPONSORSHIP SELECTION** (Please check applicable category)

**Booth Selection: (See OSA exhibitor layout)**

- \_\_\_\_\_ Gold Booth 6' x 10 # of booths \_\_\_\_\_ **\$1,000**
- \_\_\_\_\_ Silver Booth 6' x 10' # of booths \_\_\_\_\_ **\$750**
- \_\_\_\_\_ Bronze Booth 6' x 10' # of booths \_\_\_\_\_ **\$500**

Booth Location in order of preference 1st \_\_\_\_\_ 2nd \_\_\_\_\_ 3rd \_\_\_\_\_ 4th \_\_\_\_\_

<b>Event Sponsorship:</b>	<b>Gold Sponsor</b>	<b>Silver Sponsor</b>	<b>Bronze Sponsor</b>
_____ Awards Dinner (Fri 8/15)	_____ \$ 750	_____ \$ 500	_____ \$ 250
_____ Sheriff's Appreciation Night (Thur 8/14)	_____ \$ 750	_____ \$ 500	_____ \$ 250
_____ Prayer Breakfast (Fri 8/15)	_____ \$ 500	_____ \$ 250	_____ \$ 100
_____ Ladies Brunch (Fri 8/15)	_____ \$ 500	_____ \$ 250	_____ \$ 100
_____ Attendee Lunch Sponsor (Wed 8/13 Thur 8/14 Fri 8/15)	_____ \$ 3,000.00 (includes Gold Booth at Exhibitor Show)		

**Additional Attendee Badges: (please print)**

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

**PART 4: AUTHORIZED SIGNATURE**

I have read the terms and conditions pertaining to exhibitors

SIGNATURE: \_\_\_\_\_

TITLE: \_\_\_\_\_ DATE \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

PHONE # \_\_\_\_\_



# Oklahoma Sheriffs' Association 2014 Annual Training Conference Door Prizes

There will be several events in which door prizes will be given away. If your company would like to donate door prizes, please use this form to indicate which event, description of the door prize and value. Thank you for supporting the Oklahoma Sheriffs' Association and the Sheriff's of Oklahoma.

## Door Prize Information:

Please type or print legibly

Name \_\_\_\_\_

Company/Agency \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

State \_\_\_\_\_

Zip \_\_\_\_\_

Phone \_\_\_\_\_

Fax \_\_\_\_\_

E-Mail \_\_\_\_\_

## Event:

### Exhibitor Show

Description of Door Prize \_\_\_\_\_ Value \_\_\_\_\_

\_\_\_\_\_ Value \_\_\_\_\_

### Sheriff's Appreciation Night

Description of Door Prize \_\_\_\_\_ Value \_\_\_\_\_

\_\_\_\_\_ Value \_\_\_\_\_

### Pistol Match

Description of Door Prize \_\_\_\_\_ Value \_\_\_\_\_

\_\_\_\_\_ Value \_\_\_\_\_

### Golf Tournament

Description of Door Prize \_\_\_\_\_ Value \_\_\_\_\_

\_\_\_\_\_ Value \_\_\_\_\_

### Ladies' Brunch

Description of Door Prize \_\_\_\_\_ Value \_\_\_\_\_

\_\_\_\_\_ Value \_\_\_\_\_





**Oklahoma Sheriffs' Association  
2014 Annual Law Enforcement  
Invitational Golf Tournament**

**Benefitting the OSA Scholarship Fund**



**We invite all law enforcement and exhibitors to join us for the 2014 Annual Law Enforcement Invitational Golf Tournament. First, second and third place trophies will be awarded along with long drive and closest to the pin.**

**FORMAT: Four Ball Scramble/Best Ball**

**WHERE: Fairfax Golf Club  
4001 Fairfax Dr  
Edmond OK 73034  
405-359-8333**

**WHEN: Monday, August 11, 2014  
Registration 7:00am  
Shotgun Start 8:00am**

**FEE: \$75.00 includes green fees, cart,  
lunch, door prizes**

A portion of the proceeds from the tournament will go to support the Oklahoma Sheriffs' Association Scholarship Program



# Oklahoma Sheriffs' Association 2014 Annual Law Enforcement Invitational Golf Tournament Registration Form

Monday, August 11, 2014



## Registration Information:

Please type or print legibly

Sign up one player or form your own team  
Single player registration \$75.00 Team \$300.00

Name _____				Agency _____			
Address _____		City _____		State _____		Zip _____	
Phone _____				Fax _____			
<b>Participants:</b>							
Player 1 _____				Player 2 _____			
Player 3 _____				Player 4 _____			

Please make all checks and purchase orders payable to the  
Oklahoma Sheriffs' Association  
1615 S. State St  
Edmond OK 73013

Fax or email your registration form to:  
405-471-6749  
ray@oklahomasheriffs.com

### PAYMENT INFORMATION

No refunds after August 1, 2014

- Single Fee \$ \_\_\_\_\_
- Single Fee x \_\_\_\_\_ \$ \_\_\_\_\_
- Team Fee \$ \_\_\_\_\_
- Total Amount Due \$ \_\_\_\_\_