

SOUTHERN STATES CORRECTIONAL ASSOCIATION
49th ANNUAL SUMMER CONFERENCE

INVITATION TO EXHIBIT AND SPONSOR

July 22-25, 2018

Baton Rouge Capitol Center Hilton
Baton Rouge, Louisiana

Pick Your Passion



**EXHIBIT SPACE
AND
SPONSORSHIP INFORMATION**

AN INVITATION TO EXHIBIT AND SPONSOR

ABOUT THE ASSOCIATION

The Southern States Correctional Association (SSCA) is a non-profit regional organization representing professionals in criminal justice agencies from 14 southern states. SSCA was formed in 1969, and is the most active regional organization of its kind in America. SSCA represents the interest of virtually every correctional agency, from professional workers in youth and adult services, prisons, community correction centers, probation and parole, to agency directors.

Each year the Association holds a training conference to provide an opportunity to exchange issues and ideas with other correctional professionals, to provide training by experienced speakers, and to expose correctional personnel to new and established vendors offering potential to increase their effectiveness.

APPLICATION FOR SPACE

Please make your application for exhibit space by completing the attached Agreement. All space assignments will be made on a first-come first-serve basis. Telephone requests will not be accepted. **Vendor space is limited!** Vendor set-up begins Sunday, July 22, 2018 at 8:00 AM, and must be completed by 3:00 PM. Take down is Monday evening after the last scheduled Vendor Area event. Applications for exhibit space and program advertisements are subject to approval by the SSCA Exhibits Committee. The exhibit costs for booths are outlined in this pamphlet. All ad copies should be black and white, camera ready, submitted electronically in either high resolution PDF or JPEG format to be published in the conference program.

REGISTRATION AND HOUSING

Each exhibiting company receives **one complimentary registration package per booth**. Participation in meal functions requires a band for all attendees. Extra tickets may be purchased at the SSCA Registration Desk.

To make hotel reservations at the conference rate \$97.00 + tax per night, call the Baton Rouge Capitol Center Hilton at (225) 344-5866. To ensure you receive the SSCA rate, be sure to mention you are with the SSCA. Deadline for the conference rate is **June 23, 2018**.

EXHIBITOR SERVICES

Each exhibitor will receive an exhibitor information packet approximately 30-45 days prior to the conference opening.

EVENT SPONSORSHIP/CO-SPONSORSHIP

Several events are listed in this pamphlet for vendors to sponsor or co-sponsor. These include, but are not limited to, the Golf Tournament, Awards Banquet, breaks and special activities. **The sponsor will receive appropriate recognition for their sponsorship.**

DOOR PRIZES

Exhibitors are encouraged to provide door prizes for our random drawings throughout the day on Monday, July 23, 2018. An exhibit worker will visit the providing vendor company, announce the company, and pull the winning name(s) for your door prize at a special event scheduled in the exhibit area.

LIABILITY

Exhibitors agree that SSCA and their respective agents will not be responsible in any way for damages, loss, or destruction of any property of exhibitor, injury of exhibitor, or exhibitor's representative(s), agency, employee(s), licensee(s) or guest(s). Exhibitor is responsible for maintaining appropriate property and liability insurance.

SPACE CANCELLATIONS

In the event the conference is postponed or canceled, due to any occurrence not occasioned by the conduct of the SSCA, such as an Act of God or uncommon event, the performance of the parties under this agreement will be excused from all debts and obligations. A refund by SSCA will occur, less a pro-rated share of expenses actually incurred by the Association. Should the exhibitor cancel space prior to May 27, 2018, for the Summer Conference, SSCA shall retain 50% of the exhibit fee. If the exhibitor cancels after May 27, 2018, for the Summer Conference, SSCA will retain 100% of the exhibit fee.

Pick Your Passion

EXHIBIT INFORMATION

ATTACHMENT 1

EXHIBIT SPACE (Exhibit Booth will be equipped with 8' high back drape, 3' high side divider drape, 6'skirted table, and two chairs)		
(X)		Fee
	10' x 8' Exhibit Space	\$750
	10' x 8' Exhibit Space & Quarter Page Ad	\$775
	10' x 8' Exhibit Space & Half Page Ad	\$800
	10' x 8' Exhibit Space & Full Page Ad	\$900
	20' x 8' Exhibit Space & Full Page Ad	\$1,450

***NOTE: Program Advertisement must be submitted via e-mail to dcampbel@corrections.state.la.us by June 30, 2018. Program advertisements must be camera ready, high resolution PDF, or JPG**

Advertising Opportunities	(X)		
Four (4) full-page advertisements in the <u>SOUTHERN CONCOURSE</u>		\$1,500	each
Four (4) half-page advertisements in the <u>SOUTHERN CONCOURSE</u>		\$1,000	each
Full Page Ad in Conference Program		\$275	
Half Page Ad in Conference Program		\$150	
Quarter Page Ad in Conference Program		\$75	

TOTAL AMOUNT FOR EXHIBIT SPACE / ADVERTISING: _____

EXHIBITOR PARTICIPATION

Company Name (As it should appear on booth sign)		
Address: (To send booth information)		
City:	State	Zip Code
Contact Name:		
E-mail address:		
Contact Phone Number:		
Exhibitor Representatives		
Product(s)/Service(s)		

SIGNATURE OF AUTHORIZED AGENT FOR EXHIBITING COMPANY

DATE

PRINT OR TYPE NAME OF AUTHORIZED AGENT

PRINTED E-MAIL

Make checks payable to SSCA 2018, and submit all payments and attach Sponsorship Opportunities (Attachment 1), and Exhibit Information (Attachment 2) to:

Sara Carmena Finance Chair
711 Pine Forest Dr
Minden, LA 71055

To learn more about the Southern States Correctional Association (SSCA) please visit our website at: sscaweb.org

ATTACHMENT 2

SPONSORSHIP OPPORTUNITIES

Take this opportunity to put your company in the spotlight by becoming a Conference Event Sponsor. All sponsors will be recognized in our conference program and on signage at the event. You will receive positive media attention from your association with the SSCA.

SPONSORSHIP OPPORTUNITIES (JULY 2018)					
Event	Quantity Needed	Quantity Sponsored	(X)	<i>Sponsor Amount</i>	
Annual Training Conference Speakers	10			\$750	Each
Breakfast	4			\$2,500	Each
Refreshment Break	6			\$500	Each
Lunch for Conference Participants	2			\$6,000	Each
Past President's Breakfast	1			\$1,200	
Lunch for Executive Board	1			\$1,000	
Sunday Night Entertainment	1			\$2,000	
Monday Night Entertainment	1			\$4,000	
Tuesday Night Entertainment	1			\$3,000	
President's Reception (<i>held in the Exhibit Hall</i>)	1			\$15,000	
Virginia Night (<i>Monday Night – Spirit of Norfolk</i>)	1			\$25,000	
Awards Banquet – Tuesday Night	1			\$25,000	
Hospitality Room	4			\$2,000	Per Night
Golf Tournament	1			\$7,500	
Conference Shirts (for all conference participants with Sponsor's Name)				\$5,000	
Host Committee Shirts				\$2,000	

TOTAL AMOUNT SPONSORED: _____

Sponsorship Recognition

All sponsors will be recognized in our conference program and on signage at the event. Recognition amounts are determined by a combination of Conference Sponsorship, Association Sponsorship, and advertising.

DIAMOND SPONSORS - \$10,000 +

- Exhibit space in the special recognition area
- Full page color ad in the Annual Conference Program - NOTE: *Program Advertisement must be submitted via e-mail to dcampbel@corrections.state.la.us. Program advertisements must be camera ready, high resolution PDF, or JPG.*
- Special recognition at the Annual Conference Awards Banquet with **4 RESERVED SEATS**
- Supporting Patron Membership in SSCA
- Article in the "SOUTHERN CONCOURSE" recognizing contribution
- **FOUR (4) CONFERENCE REGISTRATION PACKETS WITH EVENT TICKETS, UPON REQUEST**

GOLD SPONSORS - \$5,000 - \$9,999

- Recognition in the Annual Conference Program
- Special recognition at the Annual Conference Awards Banquet
- Supporting Patron Membership in SSCA
- Article in the "SOUTHERN CONCOURSE" recognizing contribution
- **TWO (2) CONFERENCE REGISTRATION PACKETS WITH EVENT TICKETS, UPON REQUEST**

SILVER SPONSORS - \$3,000 - \$4,999

- Recognition in the Annual Conference Program
- Special recognition at the Annual Conference Awards Banquet
- **TWO (2) CONFERENCE REGISTRATION PACKETS WITH EVENT TICKETS, UPON REQUEST**

BRONZE SPONSORS - \$1,000 - \$2,999

- Recognition in the Annual Conference Program
- **TWO (2) CONFERENCE REGISTRATION PACKETS WITH EVENT TICKETS, UPON REQUEST**