

## Basic Vendor Registration

Basic vendor registration is \$900.00 and includes one 10x10 area, one-8ft table, two chairs, and registration for 2 representatives. \$50 for each additional representative's registration. Registration covers Breakfast and Lunch on Wednesday.

### **STANDARD POWER IS INCLUDED WITH BASIC VENDOR REGISTRATION**

\*Exhibitors must provide their own extension cords and power strips.

## Sponsorship Opportunities

### **SPONSORSHIPS BRING EXTRA EXPOSURE TO YOUR COMPANY!**

**Silver Sponsors** (\$1550) includes Basic Vendor Registration; recognition in the program book; business card sized advertisement in the program book; and signage in the activity area.

**Gold Sponsors** (\$2,550) includes Basic Vendor Registration; recognition in the program book; half-page (5 inches tall by 7.5 inches wide) advertisement in the program book; and, signage with company logo placed in activity area, one additional representative, and a banner displaying their corporate logo displayed in the conference activity room where it will be visible to all attendees and exhibitors.

**Platinum Sponsors** (\$5,050+) includes Basic Vendor Registration, recognition in the program book; full-page (10 inches tall by 7.5 inches wide) advertisement in the program book; signage with company logo placed in activity area; three additional representatives, a banner displaying their corporate logo displayed in the conference activity room where it will be visible to all attendees and exhibitors, and a plaque presented during the awards ceremony.

We appreciate all the sponsors. These sponsorships help cover the cost of the vendor welcome reception on Tuesday night, breakfast and lunch served to attendees on Wednesday and the Awards Banquet on Wednesday night, and the daily refreshment breaks. Sponsorships also help to cover the cost of welcome packages provided to attendees to include a reusable backpack or messenger bag, lanyard, and assorted collateral from area businesses.

The GECC Conference Committee also welcome donations of specific events or products, such as attendee gifts, door prizes, bingo night, award plaques and trophies, conference committee refreshments, or even a specific speaker.

Without our vendors and sponsors, the conference would not be what it is today. We sincerely thank you for supporting the Georgia Emergency Communications Conference and public safety communications in Georgia.

## Exhibit Hall Information

The Conference Center provides an outstanding venue for exhibitors and attendees alike. Located in the Grand Hall 6-7, the Georgia Emergency Communication Conference Vendor Show will be directly located next to the training space assigned to the various training sessions.

The Conference Center can assist you with all your audiovisual needs as well as labor necessary to install them. We are asking that you work directly with the Conference Center to make those arrangements.

If you would like to ship your display to the Conference Center in advance of the show, please complete the appropriate forms and submit them to the Conference Center no later than 15 days prior to your package's arrival. A material-handling fee of \$30 per package received or shipped is charged by the Conference Center. Conference Center staff can provide the labor necessary to install and dismantle your exhibit. You may choose to have the booth installed prior to your arrival or supervise its assembly at your convenience during the Vendor setup time. Operations and service staff from the Conference Center, as well as members of the Joint Conference Committee will be available throughout the show to assist you.

Exhibition Guidelines and restrictions of the Conference Center are included in the contract in this packet. **Please adhere to these guidelines as closely as possible.**

If you have any questions or need any information, please contact our vendor liaisons:

**Mandy Ptak** mptak @ baldwinsheriff.com

**Ashlee Swilling** ashlee.swilling @ centralsquare.com

**2022 GECC EXHIBITOR SCHEDULE****Monday, February 28, 2022****5:30 p.m. - 7:30 p.m.****Set aside time for User Group Meetings****7:30 p.m. - 10:30 p.m.****Bingo Night****Tuesday, March 1, 2022****10:30 a.m. - 4:30 p.m.****Vendor Setup****5:00 p.m. - 7:30 p.m.****Exclusive Vendor Hours and  
Welcome Reception in Vendor Hall****Wednesday, March 2, 2022 - Vendor Day****8:30 a.m. - 9:30 a.m.****Breakfast with the Vendors and  
Exclusive Vendor Hours****12:00 p.m. - 2:30 p.m.****Lunch with the Vendors and  
Exclusive Vendor Hours****3:00 p.m. - 5:00 p.m.****Vendor Breakdown****6:30 p.m.****Awards Banquet**

## 2022 GECC Exhibitor Contract

These rules and regulations are a part of the contract between (“Exhibitor”) and the Georgia Emergency Communications Conference (GECC) for exhibit space at 2022 Georgia Emergency Communications Conference.

Anything not covered by these regulations are subject to the decision of the GECC. Exhibitors, and/or their representatives, failing to comply with these rules and regulations may incur penalties including, but not limited to, removal from the show floor or loss of priority points gained for participating in the current year’s event.

### **Booth Selection**

The GECC will assign booth space based on the needs of individual vendors, sufficient separation between competing companies, and other factors determined by the Vendor Liaison. Space will not be held until payment is received. Vendors must rent enough space to contain their entire display.

### **Payment for 2022 Exhibit Space**

Payment in full must accompany this signed contract. Checks, Credit Cards, are all acceptable forms of payment. Checks should be made payable to Georgia Emergency Communications Conference. Please ensure that your payment covers the total cost of any sponsorships above and beyond the Basic Vendor Registration.

### **Cancellation /Reduction/Withdrawal and Default of Exhibit Space**

Cancellations received within (30) thirty days of the conference will be charged a \$250.00 administrative fee. No refunds will be made with less than a thirty (30) day notice. The Conference Committee must confirm and make payments for conference activities, meals and breaks based anticipated revenue and do not maintain the financial resources to make refunds after conference expenses have been paid. We are sorry for any inconvenience.

### **IAEM Rules in Effect**

Any additional lighting must be contained within the exhibitor’s booth space boundaries and directed in to the booth. The Conference Committee reserves the right to limit or prohibit flashing, spinning or pulsating lights, lasers, and ultraviolet lighting.

Exhibits must be structurally sound and designed to withstand some contact such as minor bumps from attendees.

The use of confetti or glitter is prohibited. The use of helium balloons and adhesive stickers is highly discouraged.

All other IAEM guidelines are in effect.

## **Rules Variations**

Any variation of IAEM rules requires advanced written notice to the Vendor Liaison.

## **Fire Regulations**

Fire and Rescue Services require the following:

- No untreated hay, straw, or cotton bales are allowed.
- No flammable decorations or decorative flammable materials are allowed.
- All draperies, drops, curtains, and table coverings used in places of assembly shall be noncombustible, inherently flame resistant, or treated and maintained fire resistant.
- No person shall cause or permit any open flame, candles, torches, etc. to be used.
- No covered structures such as tents, roofs, or overhead coverings are allowed on any display in a building equipped with fire sprinklers without the prior consent of the Fire Marshall.
- No blockage of emergency exit signs or doors with displays or banners is allowed.
- An unobstructed aisle (the width of each set of exit doors) must be left directly from the flow of traffic to the exit doors.
- Drapes, decorations, buntings, and other decorative materials must be fire retardant and/or properly treated to meet the requirements of flame proofing.
- Cotton batting whether natural, artificial, or manufactured, straw, dry vines, leaves, hay, pine needles, and sawdust are prohibited unless rendered fire retardant. Cut trees, e.g.
- Christmas trees, must have prior approval of the Fire Marshall.
- The inside public display of autos, trucks, recreational vehicles, boats, or any other gasoline or diesel powered equipment shall be subject to the following rules:
  - All fuel tanks must have not more than  $\frac{1}{4}$  or less fuel in relation to the capacity of the tank.
  - All fuel caps must be locked or taped shut.
  - The hot lead of the battery cable must be disconnect and taped.
  - All vehicles, motor homes, etc. shall have L.P. containers removed unless the containers are new, have never been used, and are empty.
  - All flammable liquids or L.P. gas are prohibited in public buildings. Five-pound bottles of L.P. gas may be used for demonstration purposes if approved by the Fire Marshall.
  - Displays that involve cooking with a pan or deep-frying shall be prohibited. No L.P. cooking gas is allowed.

## **Employee Badges**

All persons staffing an exhibitor's booth must be properly identified. Upon registration, each registered vendor will receive a Conference identification card that must be worn and visible at all times during the vendor show or other conference activities attended by the vendor.

## **Exhibitor Appointed Contractors (I & D)**

Exhibitor must notify the vendor liaison of any additional contractors hired by the vendor who may attend. Such persons must check-in at the registration table and obtain a conference identification card prior to entering the exhibit hall. Conference Center staff is not required to meet this provision.

## **Children Under 16 Years of Age**

Children under the age of 16 must be accompanied by an adult while on the exhibit floor. Only registered vendors, attendees, and registered guest will be allowed access to the exhibit hall.

## **Exposition Hours**

For security purposes, no one will be allowed on show floor after hours. Security will be provided by the Conference Center.

## **Set-up and Exhibit Inspection**

Set-up must be completed between 10:30 a.m. and 3:50 p.m. on Tuesday, March 2, 2022. The GECC will conduct a walk through to ensure that the exhibit hall is ready for the Exclusive Vendor Hours and the Vendor Welcome Reception. Vendors who are not set up by 3:50 p.m. will be required to wait until after the Welcome Reception to complete their set-up.

## **Damages to Premises**

Exhibitor is responsible for any damage caused to the Conference Center by the act, default, or negligence of the exhibitor. The sum necessary to restore the Conference Center and its equipment contained therein to their original condition shall be the sole responsibility of the exhibiting vendor.

## **Storage of Packing Crates and Boxes**

Exhibitors will not be allowed to store packing crates or boxes in such a manner as to interfere with the flow of foot traffic or the line of site of the vendor show. The Conference Center can arrange for storage if necessary.

## **Removal of Exhibits**

Exhibits may be removed between 3:00 p.m. and 5:30 p.m. on Wednesday, March 3, 2022. Exhibitors requiring extra time to remove exhibits must make prior arrangements with the Vendor Liaisons.

## **Clean Up Fees**

Exhibitor will be responsible for any excess clean up fee charged by the Conference Center.

## **Exhibiting with Partners**

No exhibitor can assign, sublet, or share space without written consent no later than thirty (30) days before start of conference. No permission will be granted onsite. Exhibits that require more than the 10x10 space must purchase additional booths as needed.

## **Restriction of Direct Sales**

Order taking, sales contracts, and any other sales activity must meet the requirements of state and local laws and regulations.

## **Marketing Activities Outside of Exhibit Space**

All vendor sales contracts and other sales activities must take place inside their exhibit space. Suitcasing and outboarding are strictly prohibited. Sound from individual exhibitor booth space may not exceed 85 decibels.

## **Operation & Conduct**

The Conference Center and the GECC reserve the right to remove any vendor from the exhibit for questionable, offensive, dangerous, or otherwise unacceptable behavior or actions.

## **Exhibitor Off-Site Functions / Hospitality Hours**

No off-site events should be scheduled during official conference events. Vendors are encouraged to join the attendees at scheduled social functions after hours. Social functions are not considered “official conference events.”

## **Photography**

Photography of the exhibit hall or contents of any exhibitor booth is strictly prohibited at all times unless by official conference photographer.

## **Use of Association/Conference Name(s) or Logo(s)**

Exhibitor shall not use the APCO or NENA trademarks, logos or other indicators to infer that APCO or NENA recommends or endorses any product or service. Use of the APCO or NENA name and/or logo or conference name and/or logo for promotion by an exhibiting company before, during, and after the Conference & Exposition is granted only with the permission of the GECC. You may obtain a Logo Request Form by contacting the vendor liaison.

## **Exhibitor Insurance Requirements**

The Conference Center may require exhibitors to provide proof of liability insurance. Exhibitors may be asked to provide the Conference Center Staff with information about the company’s insurance coverage upon request.

## **Compliance of Exhibiting Firm**

Each exhibiting firm agrees to comply with all relevant federal, state, and local laws and ordinances and any rules and regulations of the exposition facility.

## **Show Cancellation/Change of Venue**

Should the conference be cancelled for any reason, the GECC will make every attempt to notify the point of contact for each vendor as noted on the vendor registration form. A notice will be posted on the websites of both Georgia APCO and Georgia NENA. Refunds will be issued as soon as possible, but within 60 days of such cancellation. Should a change of venue occur the GECC shall make every attempt to notify the point of contact for each vendor as noted on the vendor registration form. Refunds will be issued on a case-by-case basis.

## **Exclusion**

The GECC reserves the right to exclude any exhibitor from the show and if eviction for cause takes place, no refund will be issued.

## **Waiver**

This contract is irrevocable. Signee waives any rights not enumerated in this agreement.

**Jurisdiction; Governing Law; Venue**

This contract shall be governed by the laws of the State of Georgia. Any action commenced by Exhibitor arising out of or relating to this Agreement, or arising out of or relating to the exhibition, shall be brought solely in the courts of Georgia unless the GECC consents to another forum. Exhibitor consents to the jurisdiction of the courts of Georgia for the resolution of any action relating to this Agreement, arising out of, or relating to the exposition.

**Attorneys' Fees**

Exhibitor agrees to pay any and all attorney's fees incurred to enforce the terms of this agreement.

**Taxes**

The exhibitor will pay any local, state and/or federal taxes applicable.

**Indemnification**

Exhibitor agrees to defend, indemnify and hold harmless the Georgia Emergency Communications Conference Committee, individual members thereof and the Conference Center from and against all claims, demands, actions, damages, loss, cost, liabilities, expenses and judgments recovered from or asserted against GECC or the Conference Center on account of injury or damage to person or property to the extent that any such damage or injury may be incident to, arise out of, or be caused, either proximately or remotely, wholly or in part, by an act, omission, negligence, or misconduct on the part of Exhibitor (or any of its booth personnel, representatives, agents, servants, employees, contractors, patrons, guests, licensees or invitees, or of any other person entering in or about the Exhibitor's booth space with the express or implied permission of Exhibitor) or when any such injury or damage is the result, proximate or remote of the violation by Exhibitor (or of any of its booth personnel, representatives, agents, servants, employees, contractors, patrons, guests, licensees or invitees) of any law, ordinance, or governmental order of any kind, or when any such injury or damage may in any other way arise from or out of the operation or use of Exhibitor's booth space. Such indemnification by the Exhibitor shall be effective unless such damage or injury results from the gross negligence or willful misconduct of GECC or the Conference Center. Exhibitor covenants and agrees that in case GECC shall be made a party to any litigation commenced by or against Exhibitor or relating to this contract or to Exhibitor's booth space or to any its agents, servants, employees, contractors, patrons, guests, licensees or invitees, then Exhibitor shall and will pay all costs and expenses including reasonable attorney's fees and court costs, incurred by or imposed upon GECC of the Conference Center by virtue of any litigation.

**Accessibility Requirements**

The Georgia Emergency Communications Conference Committee is committed to making our conference and exhibit accessible to all attendees regardless of any disabilities the person may live with. We intend to meet all applicable requirements of the Americans with Disabilities Act. Vendors must ensure that their exhibits are reasonably accessible for people with disabilities including but not limited to special mobility, visual, or hearing needs.

The Georgia Emergency Communications Conference Committee reserves the right to change the rules and regulations as it deems to be in the best interests of the exhibition and conference. This contract contains the entire agreement between GECCC and the Exhibitor. It may not be orally modified. Only an agreement in writing, signed by the duly authorized representative of both parties will be enforceable.

By registering for the event, the vendor and all employee personnel hereby agree to the terms and conditions of the Contract and the Georgia Emergency Communications Conference in their entirety.