



## The 73rd annual **MILITARY POLICE EXPO**

Hosted by the Military Police Regimental Association (MPRA)

September 17-19, 2014 | Fort Leonard Wood, Missouri

### Call for Exhibitors, Sponsors and Advertisers

- Conference Dates:** September 17-19, 2014
- Exhibit Hall Dates:** September 17-19, 2014
- Location:** Nutter Field House - Fort Leonard Wood, MO
- Sponsor/Host:** Military Police Regimental Association

#### About the Conference:

The 73rd annual Military Police Expo, hosted by the Military Police Regimental Association (MPRA), will be held at Fort Leonard Wood, Missouri. Fort Leonard Wood is a premier Army Center of Excellence and trains nearly 90,000 military and civilians each year. It is the training headquarters for the United States Army Military Police School. The Expo will provide opportunity for vendors to showcase their products and services to Military Police Soldiers, senior leaders and key decision makers.

This event is an excellent forum to reach senior leadership from all three Regiments (Military Police, Chemical, and Engineer) and the Capability and Integration Directorate. Civilian law enforcement and Chiefs of Police will also be invited to attend.

#### Background:

The Military Police Regimental Association (MPRA) is a non-profit association that exists to provide a variety of services and assistance to Military Police Soldiers and their families around the world. Members of the MPRA include Active Duty, National Guard, Army Reserve and Retired Soldiers.

#### Exhibit Opportunities

##### Booth Sizes and Pricing:

- \_\_\_ Outdoor \$750
- \_\_\_ 8x10 (80 sqft) - \$1,850 (Premium)
- \_\_\_ 8x10 (80 sqft) - \$1,750
- \_\_\_ 8x20 (160 sqft) - \$3,700 (Premium)
- \_\_\_ 8x20 (160 sqft) - \$3,500

Premium exhibit space is closer to the entrances and near food stations. Premium spaces are designated by a "p" following the booth number on the floorplan.

Current floorplan is available at <http://www.expcad.com/host/fx/techforums/14mp/default.html>

##### Exhibit Amenities

- Pipe and drape dividing the booth spaces

##### Booth Partners:

Exhibitors and sponsors are permitted to have partner companies. There is a \$75 charge per partner company. Partner companies will be included in the guide with a description and logo.

##### Additional Exhibit Services

Booth services such as electricity, internet, booth furniture, booth cleaning, etc. must be purchased separately through the conference decorator (additional information about options and fees is available on the event website in the exhibitor kit). The exhibitor kit will be mailed, e-mailed and posted online approximately eight weeks prior to the program date.



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## Advertising Opportunities

Advertising is available in the conference program guide.

Ad specification will be available soon.

- Inside Front Cover - \$600
- Back Cover - \$600
- Inside Back Cover - \$600
- Full-page - \$500
- Half-page - \$300

## Sponsorship Opportunities

All sponsors will be recognized in the event program guide, listed on the event website, and most will be included in event signage.

### **Wednesday Night Opening Reception\* - \$3,500**

The reception is held inside the Exhibit Hall. The sponsor(s) will receive signage and recognition at the reception. This event is for invited leadership and decision makers from Fort Leonard Wood.

### **Thursday Lunch\* - \$2,500**

Exclusive Sponsorship (only 1 available)

The lunch will be served in the exposition hall. Sponsorship benefits include recognition during the lunch, logos on multiple signs, and recognition in the conference program guide.

### **Friday Lunch\* - \$2,500**

Exclusive Sponsorship (only 1 available)

The lunch will be served in the exposition hall. Sponsorship benefits include recognition during the lunch, logos on multiple signs, and recognition in the conference program guide.

### **Conference Bags\* - \$2,000**

Exclusive Sponsorship (only 1 available)

Sponsor bags with event and sponsor logo will be distributed to all conference attendees.

### **Program Guide Sponsor\* - \$1,000**

(3 available)

Sponsors name appears on the registration units during the conference and on all conference materials.

### **Flyer Distribution\* - \$500**

Provide a one-page marketing flyer that will be handed out during registration.

### **Conference Pens\* - \$300**

Exclusive Sponsorship (only 1 available)

Sponsor provides pens to be distributed during registration to all conference attendees.

## Sponsorship Thresholds

### Maximize exposure during the conference

Once the total value of your contract reaches a threshold listed below your company will be listed as the level sponsor on the website, on signage and in the program guide. Only sponsorships marked with an asterisk above will be applied towards a sponsorship threshold. Exhibit space and advertising will count towards a threshold level.

- Platinum Level** - \$12,000
- Gold Level** - \$10,000
- Silver Level** - \$7,500
- Bronze Level** - \$5,000



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## Payment Deadlines

\* 50% liable and due 180 days prior to conference date.

\* 100% liable and due 90 days prior to conference date.

## Contacts

Laurie Powell  
Director of Sales  
(703) 740-1940  
lpowell@eventPower.com

Amy Sites  
Exhibit Hall Manager  
(703) 740-1953  
asites@eventPower.com

Cindy St. Clair  
Account Manager  
(703) 740-1948  
cstclair@eventPower.com

## Instructions

**Step 1:** Mark your selections below under Payment Amount & Method (select exhibit booth space, advertising, and sponsorships).

**Step 2:** Fax completed form to (703) 740-1941 or email to LPowell@GovernmentMeetings.com.

**Step 3:** Register exhibit booth personnel through the conference Web site.

**Notes:** Booth numbers are subject to change.

Exhibitor instructions are emailed and posted on the event Web site. Program guide information will be requested via email.

*This Commonwealth of Virginia contract is for exhibit space, sponsorships, and/or advertising as noted below, by and between Direct Marketing Productions, Inc. (doing business as: Technology Forums), and the Exhibitor named herein. The Exhibitor agrees to comply with all Terms and Conditions appearing in this contract and further agrees that this contract is binding on all parties and can be amended only in writing by both parties.*

## Company & Contact Information (signature is required)

Company Name: _____			
<b>Contact 1:</b> _____		<b>Contact 2 Billing Contact:</b> _____	
Street Address: _____		Street Address: _____	
City State, Zip: _____		City State, Zip: _____	
Email Address: _____		Email Address: _____	
Phone #: _____	Fax: _____	Phone #: _____	Fax: _____

## Contract Acceptance

This contract is accepted as binding by the following Exhibitor Representative:

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

## Invoicing Policy, Payment & Cancellation Terms & Conditions

**Invoicing:** Invoices will be sent by email. If you wish to receive a printed copy please check the box below:

Please send a printed invoice to our company billing contact (contact 2 above).

**Payment:** 50% payment is due at 180 days prior to the program start date with the remaining 50% due at 90 days prior to the program start date. Companies are 50% liable for contracted funds at 180 days prior to the program and 100% liable for contracted funds at 90 days prior to the program.

**Cancellation:** Cancellations must be received by email from a representative of the company signing this contract and confirmed as accepted by email from Technology Forums. Cancellations received at or after 180 days of the event start date but prior to 90 days of the event start date will be 50% liable for contracted funds. Cancellations received at or after 90 days of the event start date will be 100% liable for contracted funds.

## Payment Amount & Method

<b>Exhibit Space:</b> \$ _____	Booth Selection: 1 <sup>st</sup> choice _____ 2 <sup>nd</sup> choice _____ 3 <sup>rd</sup> choice _____ (booth numbers are subject to change)
<b>Advertising:</b> \$ _____	Advertising: (specify size & preferred location) _____
<b>Sponsorship:</b> \$ _____	Sponsorship: (list all sponsorships) _____
<b>Discount:</b> \$ _____	<b>Multi-Event Discounts (all events must be contracted at same time):</b> 10% discount = 5 to 9 programs 15% discount = 10 or more programs <i>Discounts cannot be combined and are only applied toward exposition space.</i>
<b>Total Contracted Amount:</b> \$ _____	<small>Only one discount per company, per event. If events are cancelled at the exhibitor's request which lower the number of programs contracted to below the requirement for the discount, the discount is voided from all programs included in the number originally contracted. If that occurs, the difference between the full cost of any previously discounted programs and payments made toward those programs will be invoiced and immediately due for payment.</small>
<b>Payment Method:</b> <input type="checkbox"/> MasterCard <input type="checkbox"/> VISA <input type="checkbox"/> AMEX <input type="checkbox"/> CHECK	<b>P.O. #:</b> _____
<b>Credit Card #:</b> _____	<b>Exp. Date:</b> _____
<b>Credit Card Address</b> <b>Zip Code:</b> _____	<b>Verification Code:</b> _____ <small>(4-digit number on front of AMEX, or 3-digit number on back of VISA or MasterCard)</small>

## Send Check Payments To:

Payable to: Technology Forums  
Accounts Receivables  
5667 Stone Road, Box 575  
Centreville, VA 20120  
(please note this is not a P.O. Box)

## Event Production Company/Merchant Contact Information:

Direct Marketing Productions, Inc.,  
dba Technology Forums  
5667 Stone Road, Box 575  
Centreville, VA 20120  
(this is not a P.O. Box)

**Laurie Powell, Director of Sales**  
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**Email:** LPowell@GovernmentMeetings.com  
**Website:** www.GovernmentMeetings.com