

Exhibitor/Sponsor Prospectus

7TH ANNUAL

**All-Hazards Incident Management Teams
Association Training & Education Symposium**

December 4-7, 2017



Hosted By:





7th Annual All-Hazards Incident Management Teams Association Training & Education Symposium December 4–7, 2017 • Sheraton Hotel & Marina • San Diego, California

About the Course

The San Diego Urban Area Incident Management Team and San Diego Fire-Rescue Department are pleased to announce the 2017 All-Hazards Incident Management Teams Association (AHIMTA) Annual Training & Education Symposium taking place December 2–7, 2017 in beautiful San Diego, California. The annual AHIMTA training and education symposium is designed to promote, support and enhance the profession of incident management by establishing standards and promoting the cooperation of federal, state, local, and tribal agencies, non-governmental organizations, and the private sector in all phases of incident management.

The theme of the 2017 Symposium is “Leading the Way, Together!” The symposium will focus on developing the leadership qualities required to manage a dynamic team operating in high-risk environments as well as the importance of forging internal and external relationships that are critical to team success. The symposium will begin with dynamic pre-conference sessions December 2–4 designed to meet the specific training needs of incident management professionals. The main conference will run December 5–7 and consist of general session lectures, breakout sessions, vendor displays, and networking receptions. We are looking forward to more than 400 incident management professionals from across the country joining us in December.

About AHIMTA

The All-Hazards Incident Management Teams Association (AHIMTA) was officially incorporated on December 1, 2010. Since then the association has quickly become the premier association for all-hazards incident management personnel. The ultimate goal of the Association is to provide leadership and education to IMTs and their members. AHIMTA aims to promote, support and enhance the profession of incident management by establishing standards and promoting the cooperation of federal, state, local, and tribal agencies, non-governmental organizations, and the private sector in all phases of incident management.

Benefits of Exhibiting

AHIMTA is nationally recognized as the premier association for all-hazards incident management personnel. As an exhibitor, you will have the opportunity to showcase your company’s products and services to a targeted population already active in the field of incident management. Past exhibiting companies have been very satisfied with attendee contact available during the conference. Here are just a few benefits exhibiting offers:

- Interact face-to-face with influential decision makers
- Build visibility for your company in a competitive marketplace
- Expand your market reach and strengthen existing customer relationships
- Introduce new products and services
- Generate new sales leads



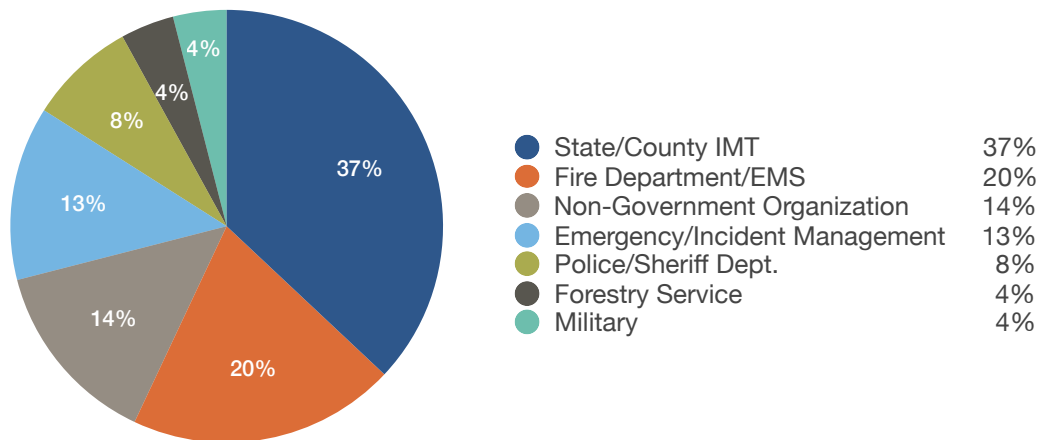
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Exhibit Schedule

Install	Monday, December 4, 2017
	08:00-17:00 Exhibitor Move-in
	Tuesday, December 5, 2017
	07:00-08:00 Breakfast & View Exhibits
	10:00-10:30 Break & View Exhibits
	12:00-13:15 Lunch Break
	14:15-14:45 Break & View Exhibits
	18:00-20:00 Exhibit Hall Reception and Raffle
	Wednesday, December 6, 2017
	07:00-08:00 Breakfast & View Exhibits
	10:00-10:30 Break & View Exhibits
	12:00-13:00 Lunch Break
	14:00-14:15 Break & View Exhibits
	15:15-15:30 Break & View Exhibits
	Thursday, December 7, 2017
	07:00-08:15 Breakfast & View Exhibits
	10:00-10:30 Break & View Exhibits
Dismantle	10:30-17:00 Exhibitor Move-out



Participant Demographics by Specialty





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Pricing for space is as follows:

- Standard 10'x10' booth - \$15 p/sq ft
- Corner 10'x10' booth - \$20 p/sq ft
- Table top only exhibit in foyer - \$1,000 flat rate

Each 10'x10' exhibit space includes:

- Pipe and drape
- Materials: table, linens, carpet, and chairs
- Wireless internet access
- Two general conference passes and two exhibit hall only passes
- Additional general conference passes at a discounted rate of \$250 each
- Additional exhibit hall only passes at a discounted rate of \$100 each
- Access to mobile conference app containing course materials, recordings, faculty information and more
- Logo placement and company description in mobile conference app with link to your organization's website
- A list of pre-registered attendees will be sent to all confirmed exhibitors two weeks prior to the conference. Exhibitors will receive an updated list at the conference and a final list of attendees approximately one week after the conference has concluded.

Each table top exhibit space includes:

- Materials: table, linens, carpet, and chairs
- Wireless internet access
- One general conference pass and one exhibit hall only pass
- Additional general conference passes at a discounted rate of \$250 each
- Additional exhibit hall only passes at a discounted rate of \$100 each
- Access to mobile conference app containing course materials, recordings, faculty information and more
- Logo placement and company description in mobile conference app with link to your organization's website
- A list of pre-registered attendees will be sent to all confirmed exhibitors two weeks prior to the conference. Exhibitors will receive an updated list at the conference and a final list of attendees approximately one week after the conference has concluded.

Booth Traffic

While AHIMTA makes every effort to promote and encourage attendees to visit the Exhibit Hall, we cannot guarantee booth traffic. It is the exhibiting company's responsibility to promote its presence at the course through pre-meeting notifications and on-site promotions to draw traffic to their booth.



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Exhibit Information & Conference Venue

Sheraton San Diego Hotel & Marina

1380 Harbor Island Drive
San Diego, California 92101
Reservations: 888-544-2523
Phone: 619-291-2900
www.sheratonsandiegohotel.com

For shipping purposes, please add the following to your label:

Attn: Carlin Admirand/Maureen Stubbs
AHIMTA Conference, Dec. 4–7, 2017
Company Name
Box No. X of X

Shipping Dates

All materials should arrive no earlier than **December 2, 2017**. If materials are received prior to this date the exhibiting company will be responsible for these charges. Materials that are shipped will be available at your company's exhibit space during the first installation session. If you have items to ship after the conference, FedEx and UPS can be arranged directly with the hotel. You are responsible for providing all necessary shipping materials as well as all related expenses.

Exhibitor Payment/Confirmation/Space Assignments

- All applications must be received by **November 20, 2017**. Upon receipt of the application, a confirmation email will be sent.
- Payment must be received prior to the conference commencement.
- The exhibit cancellation deadline is **November 20, 2017**. AHIMTA will retain a \$500 processing fee. After November 20th no refunds will be granted.
- Exhibit space must be occupied by **7 a.m. on December 5, 2017**. Failure to meet this deadline will cause forfeiture of your space. AHIMTA may use or reassign the space without refund. Exhibitors who anticipate delays must notify the designated meeting planner.

Application Review

For an exhibit application to be accepted by AHIMTA, the products and services must relate to the activity content. AHIMTA reserves the right to accept or reject a potential exhibitor based on its assessment of whether the company/organization's products and/or services are relevant to the conference. All exhibits will be reviewed by AHIMTA.

Exhibitor Housing

A specially priced block of rooms is **being held until Friday, November 17, 2017 or until the room block fills, whichever comes first**. When making your reservation, be sure to ask for the prevailing AHIMTA/Federal Government Per-Diem rate (plus resort fee, tax and parking). After November 17th reservations will be accepted on a space and rate availability basis only. Sheraton Reservations: 888-544-2523. Rooms can also be reserved online: www.ahimta2017sd.org under the Conference Location tab.

Meeting Space Requests

Exhibiting/supporting companies that are interested in using meeting space at the Sheraton San Diego Hotel & Marina must contact the AHIMTA Program Manager, Carlin Admirand, for approval (carlin@ahimta2017sd.org). Entertainment, meetings, or similar activities will not be permitted in hotel rooms or other private or public facilities during hours that conflict with AHIMTA sponsored events.



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Sponsorship Opportunities

Sponsorships are designed to help companies further engage, network, and connect with attendees during the AHIMTA annual meeting. With a variety of sponsorship opportunities to choose from, AHIMTA offers you the perfect way to expand your presence during the conference. Whether you're seeking new business, just entering the field of incident management, or hoping to expand your partnerships with existing clients, we offer numerous ways to attain your marketing goals through both sponsorship packages and individual sponsorship opportunities.

DIAMOND \$60,000 USD (1 Available)

- **Booth Space:** Large corner 20'x20' exhibit booth in premium location in exhibit hall (*valued at \$4,000*)
- **Conference Passes:** Ten (10) full access passes to the main conference during AHIMTA 2017 for your staff or to share with clients (*valued up to \$5,500*)
- **Choice of Exclusive Reception Sponsorship:** Choose to be the exclusive sponsor of the Tuesday evening exhibit hall reception or the Wednesday evening reception at the San Diego Firehouse Museum. Your logo will be exclusively displayed on the walls during the reception via a lighted Gobo (*valued up to \$50,000*)
- **Additional Sponsorship Items:** Your company can choose to be the sole sponsor of two of the following items: reusable water bottles, lunch totes, conference tote bags, or multiple charging stations depending on availability (*valued up to \$15,000*)
- **Tote Bag Inserts:** Get the attention of all attendees by placing up to four (4) of your company's marketing pieces in the official meeting bag (*valued at \$1,000*)
- **Online Visibility:** Acknowledgement of your company's sponsorship, with your logo and a link to your website, will be prominently displayed on the official AHIMTA 2017 conference website
- **Signage:** Your company logo will be featured on sponsor appreciation signage throughout the conference meeting space
- **Scrolling Announcement Slides:** Your company name and logo will have an exclusive slide during the scrolling course announcement slides shown in the morning, afternoon, and during each break

PLATINUM \$37,500 USD (1 Available)

- **Booth Space:** One (1) 10'x10' corner exhibit booth in exhibit hall (*valued at \$2,000*)
- **Conference Passes:** Six (6) full access passes to the main conference during AHIMTA 2017 for your staff or to share with clients (*valued up to \$3,300*)
- **Traveler's Welcome Reception:** Your company will be the exclusive sponsor of the Monday evening welcome reception and your logo will be exclusively displayed on the signage during the reception (*valued up to \$20,000*)
- **Additional Sponsorship Items:** Your company can choose to be the sole sponsor of three of the following items: conference portfolio with note pad, stainless steel coffee mugs, room key cards, or mobile conference app (*valued up to \$19,500*)
- **Tote Bag Inserts:** Get the attention of all attendees by placing up to three (3) of your company's marketing pieces in the official meeting bag (*valued at \$750*)
- **Online Visibility:** Acknowledgement of your company's sponsorship, with your logo and a link to your website, will be prominently displayed on the official AHIMTA 2017 conference website
- **Signage:** Your company logo will be featured on sponsor appreciation signage throughout the conference meeting space
- **Scrolling Announcement Slides:** Your company name and logo will have an exclusive slide during the scrolling course announcement slides shown in the morning, afternoon, and during each break



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GOLD \$20,000 USD (2 Available)

- **Booth Space:** One (1) 10'x10' exhibit booth in exhibit hall (*valued at \$1,500*)
- **Conference Passes:** Four (4) full access passes to the main conference during AHIMTA 2017 for your staff or to share with clients (*valued up to \$2,200*)
- **Additional Sponsorship Items:** Your company can choose to be the sole sponsor of up to three of the following items: conference pens, hand sanitizer and lip balm, conference lanyards, LED flashlight keychain, or on the go emergency kit depending on availability (*valued at up to \$10,000*)
- **General Conference Breakfast/Breaks:** Signage with your company name and logo will be placed around the breakfast buffet stations and mid-morning coffee break on a specified day during the main conference to recognize your company's support and encourage a visit to your booth (*valued at \$12,000*)
- **Tote Bag Insert:** Get the attention of all attendees by placing up to two (2) of your company's marketing pieces in the official meeting bag (*valued at \$500*)
- **Online Visibility:** Acknowledgement of your company's sponsorship, with your logo and a link to your website, will be prominently displayed on the official AHIMTA 2017 conference website
- **Signage:** Your company logo will be featured on sponsor appreciation signage throughout the conference meeting space
- **Scrolling Announcement Slides:** Your company name and logo will appear in the scrolling course announcement slides shown in the morning, afternoon, and during each break





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Individual Sponsorship Opportunities

Tote Bag Inserts	\$250 per piece
Encourage a visit to your booth with a tote bag insert. All participants will receive a conference tote bag when they check-in for the conference including your marketing collateral. <i>Please note: This sponsorship opportunity will only be available if the tote bags are sponsored.</i>	
Conference Pens (Exclusive Sponsorship)	\$1,500
All attendees will receive an official conference pen. Your company logo and web address will be imprinted on the pen along with the official AHIMTA conference logo for 2017.	
Hand Sanitizer and Lip Balm (Exclusive Sponsorship)	\$3,000
Place your company name and/or logo on this handy set featuring sanitizer and lip balm connected on a reusable carabiner keychain given to all attendees.	
Lanyards for Attendees (Exclusive Sponsorship)	\$3,000
Every attendee will be given a lanyard with their name badge that they will be required to wear for the duration of the course. Lanyards will feature your company name and/or logo.	
Mini LED Flashlight Keychain (Exclusive Sponsorship)	\$3,500
All attendees will receive a mini LED flashlight on a keychain. Your company name and/or logo will be imprinted on the flashlight with the official AHIMTA conference logo for 2017.	
On-The-Go Emergency Kit (Exclusive Sponsorship)	\$3,500
All attendees will receive a pocket-sized emergency kit containing antiseptic, blister relief, insect repellent, and bandages in a biodegradable case. Your company name and/or logo will be imprinted on each case.	
Conference Portfolio with Note Pad (Exclusive Sponsorship)	\$4,000
All attendees will receive a portfolio with note pad to use throughout the week. Your company name and/or logo will be imprinted on the front cover of each portfolio along with the official AHIMTA conference logo for 2017.	
Reusable Water Bottles (Exclusive Sponsorship)	\$5,000
Help attendees quench their thirst while reminding them of your company's presence at AHIMTA 2017! Place your company logo on reusable sport water bottles which will be distributed to all participants. Each meeting room will have a water station for attendees to refill their bottles during the conference.	
Reusable Stainless Steel Coffee Mugs (Exclusive Sponsorship)	\$5,000
Incident management professionals run on caffeine! Place your company name and/or logo on reusable stainless steel coffee mugs which will be distributed to all participants for use during and after the meeting.	
Insulated Reusable Lunch Tote (Exclusive Sponsorship)	\$5,000
Place your company name and/or logo on reusable insulated lunch tote bags which will be distributed to all participants.	



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Room Key Cards (Exclusive Sponsorship)	\$7,000
Advertise your exhibit hall location on the hotel room key cards. All conference participants staying at the hotel will receive a key card with your company name and booth location.	
Conference Tote Bags (Exclusive Sponsorship)	\$7,500
All attendees will receive a tote bag for use throughout the week and to take home for future use. Your company name and/or logo will be imprinted on the bags with the official AHIMTA conference logo for 2017.	
Mobile App (Exclusive Sponsorship)	\$7,500
All attendees will have access to the conference mobile app via their smart phone, tablet or laptop computer. Your company name and/or logo will be included on the home screen every time attendees open the app along with the official AHIMTA conference logo for 2017.	
Charging Stations	\$7,500 per station
The use of tablets and smart phones is greater than ever requiring attendees to “power up” during the conference. Each charging station contains 10 lockable compartments allowing participants to safely charge their personal device without worry of theft. The charging station will be wrapped with custom graphics to recognize your company’s support and encourage a visit to your booth. Up to three stations will be located in the conference area for attendee use.	
General Conference Internet Service (Exclusive Sponsorship)	\$10,000
Your company will be branded as the exclusive provider of the complimentary wireless internet access for all AHIMTA 2017 participants. Signage acknowledging your support will be placed around the meeting space.	
Traveler’s Welcome Reception	\$20,000
Welcome the attendees to San Diego with an exclusive poolside sunset reception on Monday evening! Signage will be placed around the pool deck to recognize your company’s support and encourage a visit to your booth when the exhibit hall opens. <i>This event is available for co-sponsorship by several companies if not reserved as part of the Platinum Sponsorship package.</i>	
Exhibit Hall Reception	\$40,000
All general conference participants, speakers and vendors will attend the Tuesday evening Exhibit Hall Reception. Drinks and heavy appetizers will be provided. Signage will be placed around the hall to recognize your company’s support and encourage a visit to your booth. In addition your logo will be exclusively displayed on a wall during the event via a lighted Gobo. <i>This event is available for co-sponsorship by several companies if not reserved as part of the Diamond Sponsorship package.</i>	
Firehouse Museum Reception	\$50,000
All general conference participants, speakers and their guests are invited to attend this offsite event at San Diego’s historic Firehouse Museum on Wednesday evening. Transportation to the event will be provided from the conference hotel. Dinner, drinks and entertainment will be available for all who attend. Signage will be placed in the shuttles and around the museum to recognize your company’s support and your logo will be exclusively displayed on a wall during the event via a lighted Gobo. <i>This event is available for co-sponsorship by several companies if not reserved as part of the Diamond Sponsorship package.</i>	



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AHIMTA/Scripps Conference Services Policies

Guidelines Related to Exhibit Space and Promotional Activities

- Exhibit and other promotional fees shall be separate and distinct from educational content.
- All exhibitors must be in a room or area separate from the education and the exhibits must not interfere or in any way compete with the learning experience prior to, during, or immediately after the activity.
- Company representatives must refrain from holding any commercial discussions in the educational ballroom. All promotional activities including interviews, demonstrations, and the distribution of literature or samples must be made within the exhibitor's space. Canvassing or distributing promotional materials outside the exhibitor's rented exhibit space is not permitted.
- Representatives may attend educational activities at the discretion AHIMTA for the direct purpose of the representatives' own education. However, they may not engage in sales or marketing activities while in the space or place of the educational activity.

Liability

- Neither AHIMTA/Scripps Conference Services, nor the Facility, the employees thereof, nor their representatives, nor any member of the Conference Committee shall be responsible for any injury, loss, or damage that may occur to the Exhibitor or his property from any cause whatsoever, prior to, during, or subsequent to the period of the Exhibit except for any injury, loss, or damage to the extent arising from the negligence or willful misconduct of AHIMTA/Scripps Conference Services, the Facility, their employees, their representatives or any member of the Conference Committee. The Exhibitor agrees to indemnify AHIMTA/Scripps Conference Services, the Facility and their employees, volunteers, and committees from any and all claims for loss, damage, or injury except for any claims for loss, damage or injury to the extent arising from the negligence or willful misconduct of AHIMTA/Scripps Conference Services, the Facility, their employees, volunteers, and committees. Exhibitors are encouraged to insure themselves against property loss or damage, and against both general and personal liability.

Guests

Under no circumstances may children/spouses/guests of representatives be in the exhibit area or conference areas unless they are registered attendees.

Conference Modification or Cancellation

AHIMTA reserves the right to modify the course's schedule or program as necessary. AHIMTA also reserves the right to cancel this conference, in which case a full refund of the registration/exhibit fees will be provided. We are unable to refund any travel costs (flight, hotel, etc.) in the case of AHIMTA cancellation.

Recording and Photography Clause

AHIMTA reserves exclusive rights to record (audio and video) and/or photograph all conference proceedings for use in marketing materials, presentations and course content sales.



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Exhibit, Sponsorship & Conference Contact

Ms. Carlin Admirand
Program Development Manager
AHIMTA 17/Scripps Conference Services
4275 Campus Point Court, CPB205
San Diego, California 92121
Phone: 858-678-6005
Email: carlin@ahimta2017sd.org
Web: www.ahimta2017sd.org

Please Note: AHIMTA has selected Scripps Conference Services as their designated meeting planning service for the 2017 training & education symposium in San Diego, California. Therefore all payments related to the program must be made out to Scripps (tax ID: 95-1684089).





AHIMTA 2017 · SPONSORSHIP APPLICATION

COMPANY INFORMATION

Company Name: <i>(as it should appear on marketing materials)</i>
Company Contact:
E-mail: <i>(required for confirmation)</i>
Phone:

SPONSORSHIP PACKAGES

- Diamond Sponsor** (1 Available) \$60,000
- Platinum Sponsor** (1 Available) \$37,500
- Gold Sponsor** (2 Available) \$20,000 each

INDIVIDUAL SPONSORSHIP OPPORTUNITIES

- | | |
|---|--|
| <ul style="list-style-type: none"> <input type="checkbox"/> Conference Tote Bag Inserts \$250 per insert <input type="checkbox"/> Hand Sanitizer and Lip Balm (Exclusive Sponsorship) \$3,000 <input type="checkbox"/> Mini LED Flashlight Keychain (Exclusive Sponsorship) \$3,500 <input type="checkbox"/> Conference Portfolio (Exclusive Sponsorship) \$4,000 <input type="checkbox"/> Reusable Coffee Mugs (Exclusive Sponsorship) \$5,000 <input type="checkbox"/> Room Key Cards (Exclusive Sponsorship) \$7,000 <input type="checkbox"/> Mobile App (Exclusive Sponsorship) \$7,500 <input type="checkbox"/> Internet Service (Exclusive Sponsorship) \$10,000 <input type="checkbox"/> Exhibit Hall Reception \$40,000 | <ul style="list-style-type: none"> <input type="checkbox"/> Conference Pens (Exclusive Sponsorship) \$1,500 <input type="checkbox"/> Lanyards (Exclusive Sponsorship) \$3,000 SOLD <input type="checkbox"/> Emergency Kit (Exclusive Sponsorship) \$3,500 <input type="checkbox"/> Reusable Water Bottles (Exclusive Sponsorship) \$5,000 <input type="checkbox"/> Reusable Lunch Tote (Exclusive Sponsorship) \$5,000 <input type="checkbox"/> Tote Bags (Exclusive Sponsorship) \$7,500 <input type="checkbox"/> Charging Stations \$7,500 each <input type="checkbox"/> Traveler's Reception \$20,000 <input type="checkbox"/> Firehouse Museum Reception \$50,000 |
|---|--|

SPONSORSHIP FEES/CANCELLATION POLICY

- Please indicate your preferred sponsorship. **All requests will be accommodated based availability.**
- Sponsorship fees vary. Payment is due for all sponsorships in full no later than Monday, November 20, 2017. Applications received after this date must include full payment upfront.
- All requests for cancellations must be received in writing by November 6, 2017. AHIMTA/Scripps will refund the sponsorship less a \$1,000 administrative fee. After November 6, 2017 no refunds will be granted.

METHOD OF PAYMENT

Please select payment method: Check ***Make checks payable to Scripps tax ID 95-1684089 (representing AHIMTA 2017).***
 Visa MasterCard AMEX Discover

If paying by credit card, please complete the information below.

<i>Credit Card Number</i>	<i>Expiration Date</i>	<i>Security Code on Card (Required)</i>
<i>Name on Card</i>		

AGREEMENT

This application shall serve as both a contractual agreement and invoice for sponsors.

(Print name of company/organization)

agrees to abide by the rules and regulations of **AHIMTA/Scripps** set forth in the exhibitor prospectus.

Signature: _____

Title: _____

Date: _____

Please send your completed application and deposit to:
 Carlin Admirand • Scripps Conference Services & CME
 4275 Campus Point Court, CPB205 • San Diego, CA 92121
 Fax: 858-678-6422 • E-mail: carlin@ahimta2017sd.org