

Tennessee Fire Chiefs Association



54th Annual Conference
July 23rd – 26th 2022
Embassy Suites
Murfreesboro, TN
EXHIBITOR REGISTRATION
Register online at:

The Annual Conference will be held at the Embassy Suites Convention Center in Murfreesboro, TN. This location allows all vendors, including apparatus, to be located inside.

Vendor Show Schedule

Sunday, July 24th – Vendor Set Up

Apparatus Set Up: 8:00 AM – 9:00 AM

Booth Set Up: 9:00 AM – 12:00 PM

Show Hours

Sunday, July 24th – 1:00 PM - 5:00 PM

Monday, July 25th – 8:30 AM – 1:00 PM

(Vendor Luncheon w/Members 12:00 – 1:00pm 7/25)

For additional information or question, please contact:

James Fountain, TFCA Co-Business Manager at 731-414-8870 or jamesf@cityofmilantn.com

2022 Exhibit Cost & Booth/Apparatus Specifications

Interior Booths/Apparatus Space is Available in seven (7) options:

- **Premium Hallway Space: \$900 (Sunday – Tuesday Space)**
 - Includes 1 skirted tables and 2 chairs
 - Booth Identification Sign
 - Includes name badges and Monday lunch for 2 people
- **10 X 10 Space: \$650**
 - Includes 1 skirted tables and 2 chairs
 - Booth Identification Sign
 - Includes name badges and Monday lunch for 2 people
- **10 X 20 Space: \$1,200**
 - Includes 2 skirted tables and 4 chairs
 - Booth Identification Sign
 - Includes name badges and Monday lunch for 4 people
- **20 X 20 Space: \$2,400 (3 bugle sponsorship)**
 - Company logo advertisement in conference brochure
 - Recognition signage will be placed around the exhibit area
 - Includes 3 skirted tables and 6 chairs
 - Booth Identification Sign
 - Includes name badges and Monday lunch for 4 people
- **30 X 40 Space: \$2,750 (4 bugle sponsorship)**
 - Prime 30x40 exhibit space in vendor hall
 - Recognition signage will be placed around the exhibit area
 - Company representative will be able to address attendees
 - Company logo advertisement in conference brochure
 - Includes 3 skirted tables and 6 chairs
 - Booth Identification Sign
 - Includes name badges and Monday lunch for 6 people
- **30 X 60 Space: \$3,750 (5 bugle sponsorship)**
 - Prime 30x60 exhibit space in vendor hall
 - Recognition signage will be placed around the exhibit area
 - Company representative will be able to address attendees Company logo advertisement in conference brochure
 - Company brochure/single page advertisement placed in attendees registration packets
 - Includes 4 skirted tables and 8 chairs
 - Booth Identification Sign
 - Includes name badges and Monday lunch for 6 people
- **Outdoor Space Only (located in the parking lot of the conference center entrance)**
 - Pricing is based on space requested at \$2.50 per square foot
 - Includes name badges and Monday lunch for 2 people

- **Extra Lunch Ticket: \$35**
- **Banquet Ticket: \$48**

All exhibits are located inside the Convention Center. The entire floor of the exhibit hall is carpeted. Heavy and gas operated equipment is permitted into the exhibit hall, provided that gas tanks are less than ¼ full and taped shut or locked. No keys will be allowed in any vehicle.

FOOD/BEVERAGE SPONSORSHIPS ARE AVAILABLE: There are food/beverage sponsorships available for meals and breaks and will be designated on a first-come, first-serve basis. Sponsors will be given special access and time to attendees to promote your company, service, and/or products. Please contact James Fountain (jamesf@cityofmilantn.com 731-414-8870) as soon as possible for more information and to take advantage of this great opportunity.

BOOTH SELECTION & PAYMENT: Exhibit space is assigned at the sole discretion of the Tennessee Fire Chiefs Association. The Tennessee Fire Chiefs Association will make a good faith effort to assign exhibitors based upon their request, but reserve the right to make alterations as needed. To reserve space, you can register online at <https://www.eventbrite.com/e/54th-annual-tn-fire-chiefs-leadership-conference-tickets-310563713427>. Payment is accepted by check or credit card. Once the reservation form and booth selections have been made, we will hold the reservation for three weeks or upon receipt of payment. Payment must be received within three weeks or the booth is released. The selection of an exhibit space online does NOT guarantee that the space will be reserved for your exhibit. Email confirmation will be sent once the booth has been officially assigned. **When sending registration in, we must have contact information.**

EXHIBIT SERVICE CONTRACTOR: Embassy Suites is the service contractor for the exhibit show. A "service kit" will be emailed to you closer to the event date. Through the service kit, you'll be able to view shipping details, purchase additional furniture/technology, electricity, internet access, booth cleaning services, etc...

CANCELATIONS: Written notification is required for cancellation. Any cancellation received on or before June 23, 2022 will be refunded in full. There will be no refunds made for cancellation received after June 23, 2022.

HOTEL OPTIONS: Exhibitors are asked to make their own hotel reservations. You can contact the Embassy Suites in Murfreesboro to make your reservations. The group code is **FRC** and phone number is **615-890-4464** to make reservations.

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**54th Annual Conference
July 23rd – 26th 202**

**Embassy Suites Murfreesboro, TN
EXHIBITOR REGISTRATION FORM**

**Mail to: P.O. Box 25052 Nashville, TN 37202
Register online at**

COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

CONTACT: _____ PHONE: _____

EMAIL: _____

- 10 X 10 Space: \$900 (Sunday – Tuesday Space) x _____ = \$ _____
- 10 X 10 Space: \$650 x _____ = \$ _____
- 10 X 20 Space: \$1,200 x _____ = \$ _____
- 20 X 20 Space: \$2,400 (3 bugle sponsorship) x _____ = \$ _____
- 20 X 40 Space: \$2,750 (4 bugle sponsorship) x _____ = \$ _____
- 30 X 60 Space: \$3,750 (5 bugle sponsorship) \$2.50 x _____ ft. = \$ _____
- Outdoor Space: \$2.50/square foot x _____ = \$ _____
- Extra Lunch Ticket: \$35 x _____ = \$ _____
- Banquet Ticket: \$48 x _____ = \$ _____

Total: \$ _____

Name Tags (Please Print):

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____