

**FFEDA 2024 ANNUAL CONFERENCE AND TRADE SHOW
RENAISSANCE SEA WORLD ORLANDO JUNE 21-23, 2024**



*Leaping into the Future....
2024 and Beyond*

EXHIBITOR AND SPONSORSHIP OPPORTUNITIES



**FFEDA 2024 ANNUAL CONFERENCE AND TRADE SHOW
JUNE 21-23, 2024**

**RENAISSANCE ORLANDO AT SEA WORLD
6677 SEA HARBOR DR
ORLANDO, FL 32821**

HOTEL RESERVATIONS:

Rate: \$179 per night + \$25 discounted daily resort fee*

<https://book.passkey.com/go/2024FFEDAAnnualConference>

Phone reservations - please use the following Group Reservations phone numbers and refer to 2024 FFEDA Annual Conference & Trade Show: 1-407-351-5555 OR 1-800-380-7917

SPACE WILL FILL UP QUICKLY SO MAKE YOUR RESERVATIONS TODAY

****Resort fee includes: Daily Scheduled Shuttle Service to: Magic Kingdom, Hollywood Studios, Epcot, Animal Kingdom, Disney Springs, Universal Studios + Daily Enhanced Wireless Internet in Guest Room + One Time Welcome Resort Beverage Resort Beverage, two coupons per room, per stay (Beer/Wine/Mixed Drink) + Daily Basic Wireless Internet in Convention & Meeting Space***



2024 FFEDA ANNUAL CONFERENCE & TRADE SHOW – EXHIBITOR/SPONSORSHIP AGREEMENT
June 21-23, 2024 • Renaissance Orlando at SeaWorld - Orlando, Florida

REGISTRATION INFORMATION

PLEASE COMPLETE THIS INFORMATION AS IT SHOULD APPEAR IN THE ONSITE PRINTED PROGRAM:

Company: _____
Exhibit Contact Person: _____ Title: _____
Address: _____
(address listing for onsite program)
City/State/Zip: _____
Telephone: () _____ Fax: () _____
Email: _____ Website: _____
Description of Products/Services for Printed Program (25 words or less): _____

Note: The person listed above will appear in the printed conference program. If this person is not the person who should receive the exhibitor kit and other show materials, please list below the name and address of the pre-show contact:

Name: _____
Address: _____
City/State/Zip: _____
Phone/Fax/Email: _____

SPONSORSHIP SELECTION:

Sponsorship(s): _____

BOOTH FEES:

_____ Tabletop Display(s) @ \$375 for FFEDA Members <i>(additional tables available for \$100 each)</i>	\$ _____
_____ Tabletop Display(s) @ \$675 for Non-Members	\$ _____
_____ Sponsorship(s) <i>(listed above)</i>	\$ _____
Grand Total	\$ _____

PAYMENT TYPE:

Check Enclosed *(made payable to FFEDA)* Check #: _____ Check Amount: \$ _____
Credit Card: MC Visa AMEX Charge Amount: \$ _____
Card Number: _____ Exp. Date: _____ Sec. Code*: _____
Signature of Cardholder: _____ Print Name of Cardholder: _____
Billing Address & Zip Code: _____

**This is the 3 digit number found next to the signature area on the back of your card. AMEX: This is the 4 digit number found on the front of your card.*

CONTRACT AGREEMENT

I understand that this application becomes a contract when signed below and accepted by FFEDA. I agree to abide by the conditions of this contract. Contract will not be accepted without a signature.

Signature of Authorized Representative: _____
Title: _____ Date: _____

Payment along with signed agreement may be mailed to: FFEDA, 325 John Knox Rd, Ste L103, Tallahassee, FL 32303. Credit card orders may be faxed or emailed, along with signed agreement to (850) 222-3019 or ffeda@executiveoffice.org Payment must accompany signed agreement in order to reserve exhibit space and ensure acknowledgement in printed materials.

2024 FFEDA TERMS OF EXHIBITOR/SPONSORSHIP AGREEMENT

1. AGREEMENT

The following terms shall become binding upon acceptance of this agreement between the applicant and his/her employees and the Florida Fire Equipment Dealers Association (FFEDA), the meeting and exhibit host.

2. SETUP

4:00 p.m. – 6:00 p.m. Friday, June 21
7:30 a.m. – 8:45 a.m. Saturday, June 22

TRADE SHOW HALL HOURS

9:00 a.m. – 11:30 a.m. Saturday, June 22

BREAKDOWN

12:00 p.m. – 2:00 p.m. Saturday, June 22

3. PUBLIC POLICY

Exhibitors are charged with knowledge of all ordinances and regulations pertaining to taxes, health prevention, customs and public safety while participating in this event. Compliance with such laws is mandatory for exhibitors and the responsibility of the exhibitor.

4. USE OF EXHIBIT SPACE

Exhibitors shall reflect their company's highest standards of professionalism while maintaining exhibit space during trade show hall hours. No exhibitor shall assign, sublet or share the space without the written permission of FFEDA.

5. DAMAGE TO PROPERTY

Exhibitors are liable for any damage caused to building, floors, walls, columns, or to standard exhibit equipment or to other exhibitor's property. Exhibitors must not apply paint, lacquer, adhesive or any other coating to building, columns, floors, or to standard exhibit equipment.

6. FOOD SERVICE

FFEDA reserves the right to provide food and beverage service in the trade show hall.

7. CANCELLATION

No cancellation shall be acknowledged unless received by FFEDA's Tallahassee office in writing by email, fax or mail. Should an exhibitor wish to cancel 30 days or more before the set-up date, a 50% refund will be made by FFEDA; no refunds will be made for cancellations with less than 30 day's notice. Sponsors who wish to cancel must submit a written cancellation request to the FFEDA office 60 days prior to the conference to receive an adjusted refund based on expenses related to said sponsorship that may have already been spent. All sponsorship cancellation requests received with less than 30 day's notice will receive up to a 50% refund of the fees paid.

8. FIRE AND SAFETY REGULATIONS

All local regulations will be strictly enforced and the exhibitor assumes all responsibility for compliance with such regulations. Fire hose cabinets and fire exits must be left accessible and in full view at all times. All disposable materials and decorations must be flameproof and subject to inspections.

9. LIABILITY AND INSURANCE

The hotel management and FFEDA will take all reasonable precautions to avoid the loss of exhibitor's property by theft or fire, but under no circumstances shall the hotel management or FFEDA be responsible for such losses, and it is recommended that exhibitors cover their property with suitable insurance.

10. ELIGIBLE EXHIBITS

FFEDA reserves the right to determine the eligibility of any company or products for inclusion in the meeting and reserves the right to reject, evict or prohibit any exhibit in whole or in part, or any exhibitor, or his representatives, with or without giving cause.

11. NOISY AND OBNOXIOUS EQUIPMENT

The operation of whistles or any objectionable device will not be allowed. After the trade show hall opens, noisy and unsightly work will not be permitted.

12. EXHIBITOR SALES TAX

Per Florida tax laws, this agreement prohibits the exhibitor from making or offering to make sales of taxable goods or services without obtaining an Annual Resale Certificate (Form DR-13) from the purchaser. For more information, contact the Florida Department of Revenue or visit www.myflorida.com/dor/taxes/trade_sut.html.



2024 FFEDA ANNUAL CONFERENCE & TRADE SHOW

June 21-23, 2024 • Renaissance Orlando at SeaWorld, Orlando, FL

SPONSORSHIP OPPORTUNITIES

Thank you for your support of the 2024 FFEDA Annual Conference & Trade Show! Please select the level and event (if applicable) you would like to sponsor.

All sponsorships will receive the following benefits:

- Recognition in promotional materials*
- Recognition on signage at the conference
- Recognition in-person at the conference
- Recognition on website
- Recognition in post-conference newsletter
- Excel List of all FFEDA members to promote your show specials

PLATINUM SPONSOR - \$5,000 (3 Platinum Sponsorships Available)

- Sole sponsorship of ONE of the following (*please choose one*):
 - FFEDA Annual Conference Luncheon on Saturday, June 22
 - Friday Night Reception for Attendees on Friday, June 21
 - General Platinum Sponsorship – customized to sponsor

GOLD SPONSOR - \$3,000 (3 Gold Sponsorships Available)

- Sole sponsorship of ONE of the following (*please choose one*):
 - FFEDA Annual Golf Tournament on Friday, June 21
 - Attendee Trade Show Bags (*includes both Sponsor and FFEDA logos*)
 - General Gold Sponsorship – customized to sponsor

SILVER SPONSOR - \$2,000 (3 Silver Sponsorships Available)

- Sole sponsorship of ONE of the following (*please choose one*):
 - Continental Breakfast in Trade Show Hall for all attendees on Saturday, June 22
 - Afternoon Break for all attendees on Saturday, June 22
 - General Silver Sponsorship – customized to sponsor

BRONZE SPONSOR - \$1,000 (3 Bronze Sponsorships Available)

- Sole sponsorship of ONE of the following (*please choose one*):
 - Attendee Lanyards (*Company Name will be printed on the lanyard*)
 - Attendee Notepads
 - General Bronze Sponsorship – customized to sponsor

SUPPORTING SPONSOR - \$500 (Unlimited Supporting Sponsorships Available)

- Supporting Sponsors will get recognition during the conference but will not sponsor a specific item or event

If you have an idea for another sponsorship opportunity, please contact FFEDA at (850) 224-0711 or by email at ffeda@executiveoffice.org

* Signed Sponsorship Agreement and Sponsor logo in EPS, JPG or TIFF 300 dpi format must be returned by **May 17, 2024** to be recognized in onsite and post-conference materials.



2024 FFEDA CHARITY GOLF TOURNAMENT

Friday, June 21, 2024 • Hawk's Landing Golf Club • Orlando, Florida • 8:00 a.m.

**Hawk's Landing Golf Club is located in the Orlando World Center Marriott
8701 World Center Dr, Orlando, FL 32821**

The FFEDA Annual Golf Tournament offers suppliers the opportunity to network with fire equipment dealers from throughout the state of Florida. Again this year, FFEDA has teamed up with The Children's Burn Foundation of Florida to help raise funds for burn victims. Don't miss out on this opportunity to show off your golf skills, have fun with colleagues and potential clients and support an important charity!

A great way to thank your clients for their support is to sign them up to play in your FFEDA foursome. Sign them up now and FFEDA will guarantee that you will play together on the same team(s). Sponsorship opportunities are also available. There will also be many opportunities onsite during the tournament to make donations to the charity. Team Up with the Children's Burn Foundation of Florida and FFEDA to play golf and help children!

Charity: The Children's Burn Foundation of Florida, Inc.: CBFF is a non-profit organization dedicated to addressing the needs of children who have suffered severe burn injuries. The charity provides special programs and services which focus on assisting children and their families in rehabilitation, social adjustment, and motivation to facilitate main-streaming them back into society as productive people.

\$115.00 per person (Rate includes greens fees, cart fees, range balls and bag handling)

PLEASE REGISTER PRIOR TO MAY 20, 2024 TO HELP US GUARANTEE FINAL NUMBERS WITH THE GOLF COURSE.

Name of Golfer: _____ Handicap: _____

Company: _____

Address: _____

City/State/Zip: _____

Phone/Fax/Email: _____

Requested Foursome: _____

I would like to sign up one or more of my colleagues/clients to play in my foursome! (Please copy form and attach for each additional player.)

PAYMENT TYPE:

Check Enclosed (made payable to FFEDA) Check #: _____ Check Amount: \$ _____

Credit Card: MC Visa AMEX Charge Amount: \$ _____

Card Number: _____ Exp. Date: _____ Sec. Code*: _____

Signature of Cardholder: _____ Print Name of Cardholder: _____

Billing Address & Zip Code: _____

*This is the 3 digit number found next to the signature area on the back of your card. AMEX: This is the 4 digit number found on the front of your card.

**Return Golf Registrations to FFEDA at fax: 850-222-3019, by email: ffeda@executiveoffice.org
or by mail to FFEDA, 325 John Knox Rd #L103, Tallahassee, FL 32303**



2024 FFEDA ANNUAL CONFERENCE & TRADE SHOW

June 21-23, 2024 • Renaissance Orlando at SeaWorld, Orlando, FL

ADDITIONAL ONSITE REPRESENTATIVE FORM

Each exhibit booth registration includes one (1) full registration for an onsite company representative. Any additional representative who would like to attend the 2024 FFEDA Annual Conference & Trade Show must complete this registration form and return along with payment information to the FFEDA office.

Exhibiting Organization: _____

<u>Representative Name(s)</u>	<u>Registration Fee</u>	<u>Events Attending</u>	
		<u>Fri. Reception</u>	<u>Sat. Lunch</u>
(1) _____ (Print name exactly as it is to appear on name badge)	COMP	<input type="checkbox"/>	<input type="checkbox"/>
(2) _____ (Print name exactly as it is to appear on name badge)	\$100.00	<input type="checkbox"/>	<input type="checkbox"/>
(3) _____ (Print name exactly as it is to appear on name badge)	\$100.00	<input type="checkbox"/>	<input type="checkbox"/>
(4) _____ (Print name exactly as it is to appear on name badge)	\$100.00	<input type="checkbox"/>	<input type="checkbox"/>

The \$100.00 fee includes entry into the Trade Show Hall as well as Friday Night Reception, Saturday continental breakfast, Saturday lunch and Saturday afternoon seminars.

Total: _____

CANCELLATIONS: Written notification is required for all refunds. Refund requests received by **May 17, 2024** will receive a refund less a \$25 administrative fee. **No refunds will be paid after May 17, 2024.** Registrations are transferable.

Payment Information

Check Enclosed (*made payable to FFEDA*) Check Number: _____ Amount Enclosed: _____

Credit Card: Visa MC AMEX Amount to Charge: _____

Card Number: _____ Exp. Date: _____ Sec. Code*: _____

(*3 digit number on back of card. AMEX users: 4 digit number on front of card)

Name on Card: _____

Signature of Cardholder: _____

Billing Address: _____

Payment along with signed agreement may be mailed to: FFEDA, 325 John Knox Rd, Ste L103, Tallahassee, FL 32303. Credit card orders may be faxed, along with signed agreement to (850) 222-3019, or emailed to ffeda@executiveoffice.org



2024 FFEDA ANNUAL CONFERENCE & TRADE SHOW

June 21 - 23, 2024 • Renaissance Orlando at SeaWorld, Orlando, FL

DOOR PRIZE DONATION FORM

This year, door prizes will be awarded following the Trade Show on Saturday, June 22, 2024. If you would like to make donations please return this completed form to the FFEDA office prior to June 7, 2024.

Name: _____

Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Email: _____

Item(s) to be donated*:

<u>Item Description</u>	<u>Estimated Value</u>
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Please bring your donations to the FFEDA Registration Desk prior to the Trade Show.*

Return form to FFEDA by fax at (850) 222-3019, email at ffeda@executiveoffice.org, or by mail to FFEDA, 325 John Knox Rd, Ste L103, Tallahassee, FL 32303.