



OHIO ASSOCIATION OF CHIEFS OF POLICE, INC.

February 2021

Dear Potential Exhibitor:

Thank you for your interest in exhibiting at the Ohio Association of Chiefs of Police Exhibit Show 2021. We look forward to an exciting and entertaining show this year in Columbus, Ohio. We hope you will join us!

**SHOWCASE FOR EXHIBITORS:**

- Monday, November 15, 2021
- Hilton Columbus Downtown, Columbus, OH
- 2:30 pm to 6:00 pm (setup 12 pm-2:30 pm)
- Refreshments will be provided

**REGISTRATION:**

- - \$750 per 8' deep x 8' wide space in carpeted area if postmarked on or before September 1, 2021. **\$800 if postmarked after September 1, 2021.**
  - There are a limited number of tabletop only spaces available. These spaces are 1T through 8T on the floor plan. The tabletop only is \$650 if postmarked on or before September 1, 2021 and \$700 if postmarked after September 1, 2021.
  - Includes 6 ft. table and 2 chairs. Electric Connection and Wi-Fi Available through the hotel for an additional charge.
  - **Space sells quickly so register early – space is based on availability**
- Review Floor Plan and select 3 preferred spaces
- Complete Contract Form
- Make check payable to: (*we cannot accept credit cards!*)
  - OACP, Attn: Monica Miller
  - 6277 Riverside Dr., Dublin, OH 43017
- Mail contract and payment as soon as possible to secure space
  - Every attempt will be made to secure space selection(s) of your choice
  - Spaces are assigned on a **first paid, first served** basis

**CONFIRMATION:**

- Confirmation will be sent to you once the contract and payment have been received and processed and will include:
  - Raffle Form
  - Electrical/Wi-Fi Form
  - Hotel Reservation Information
  - Hotel Rules and Regulations
  - Decorator Information
  - Advertising Opportunities

We appreciate your support of the Ohio Association of Chiefs of Police and we look forward to your exhibit display at the 2021 OACP Annual Exhibit Showcase!

Sincerely,

MONICA MILLER  
EXHIBIT SHOW COORDINATOR



### **EXHIBIT SET-UP:**

Exhibitors may set up displays on Monday, November 15, 2021 from 12:00 p.m. until 2:30 p.m. **SHOW HOURS ARE FROM 2:30 P.M. UNTIL 6:00 P.M.** OACP reserves the right to reject any materials or services offered by an exhibiting company if there is any conflict with the policies and/or principles of the Association. **DISPLAYS MUST BE DISMANTLED AND REMOVED ON MONDAY, NOVEMBER 15, 2021 BY 7:00 P.M.**

*\*If you need to ship any part of your display to the hotel, please contact them directly.*

### **ELECTRIC:**

Exhibitors who need electric or Wi-Fi will need to work directly with the Hilton Columbus Downtown. We will email the hotel form with your confirmation or you can download at [oacp.org](http://oacp.org).

### **VEHICLES:**

Vehicles will not be permitted at the show this year.

### **ADDITIONAL BOOTH PERSONNEL:**

Complimentary registration for two booth personnel is included in the space rental. *Additional registration for booth personnel can be purchased at \$50.00 per person.* Each person who staffs a booth must be registered and wear his/her \*OACP name badge at all times on the exhibit floor.

**\*OACP will NOT accept any name changes for badges after November 1, 2021.**

### **EXHIBIT CANCELLATION:**

An exhibitor may request the cancellation of spaces in writing before October 1, 2021. However, a twenty-five percent (25%) cancellation fee of the total space cost will be assessed. **NO REFUNDS WILL BE GIVEN AFTER OCTOBER 1, 2021.** In the event of cancellation, OACP shall have the right to use said space for its own convenience. This includes selling the space(s) to another exhibitor without any rebate or allowances to the canceled exhibitor.

### **MISCELLANEOUS:**

- The Exhibit Show is an opportunity for companies to market products and services to members of the OACP. Sales activities (*i.e., delivering goods, receiving payment at the Exhibit Show, etc.*) are prohibited.
- An exhibitor **BUYERS GUIDE** will be provided to all OACP Meeting attendees and exhibitors. The Guide will offer an alphabetical listing of each company who is registered by November 1, 2021 and includes one contact representative, address, phone number and product or service. There is also an opportunity to purchase an ad to be placed in the Buyers Guide- see details at [oacp.org](http://oacp.org).
- As a benefit, one (1) copy of the OACP Membership List will be given per registered booth.
- The Ohio Association of Chiefs of Police, Inc. (OACP) will not be responsible for property loss or damage, or personal injury that results from any cause in connection with transfer, installation, maintenance, displaying, storage or removal of exhibits.

**DAMAGE CLAUSE:**

- NOTHING IS TO BE AFFIXED TO ANY OF THE HOTEL WALLS, CEILINGS OR FIXTURES IN THE EXHIBIT AREA(S).
- ANY EXHIBITOR LEAVING EXCESSIVE WASTE FOR REMOVAL WILL BE RESPONSIBLE FOR FEES INCURRED AND PAYMENT MUST BE MADE DIRECTLY TO THE HOTEL.
- ANY DAMAGE TO THE WALLS, FLOORS, CEILINGS, LIGHTING OR EQUIPMENT IN THE EXHIBIT AREA(S) WILL BE CHARGED DIRECTLY TO THE EXHIBITOR AT THE REPLACEMENT RATE. THE EXHIBITOR MUST MAKE PAYMENT DIRECTLY TO THE HOTEL.

**OHIO ASSOCIATION OF CHIEFS OF POLICE  
ANNUAL EXHIBIT SHOW  
EXHIBITOR CONTRACT SHOWCASE 2021**

**PLEASE PRINT**

**COMPANY NAME:** \_\_\_\_\_

**ADDRESS:** \_\_\_\_\_

**CITY:** \_\_\_\_\_ **STATE:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**TELEPHONE:** \_\_\_\_\_ **FAX:** \_\_\_\_\_ **EMAIL:** \_\_\_\_\_

**CONTACT PERSON:** \_\_\_\_\_

**WEBSITE:** \_\_\_\_\_

**EXHIBIT CATEGORY: PLEASE CIRCLE ONE:**

|                     |               |                        |                           |
|---------------------|---------------|------------------------|---------------------------|
| ARCHITECTS          | BODY ARMOR    | COMMUNICATIONS         | GENERAL SUPPLIES          |
| GOVERNMENT          | INVESTIGATION | LIGHTING/SIRENS/SAFETY | RADAR/LASER               |
| RECORDING EQUIPMENT | TECHNOLOGY    | EDUCATION & TRAINING   | PROFESSIONAL ORGANIZATION |
| UNIFORMS            | VEHICLES      | WEAPONRY               | OTHER:                    |

**EXHIBIT FEES**

|  |              |                       |
|--|--------------|-----------------------|
| <b>EARLY BIRD SPECIAL - BY SEPTEMBER 1, 2021</b>   | <b>\$750</b> | <b>8' x 8' space</b>  |
|  | <b>\$650</b> | <b>Tabletop space</b> |
| <b>LATE REGISTRATION - AFTER SEPTEMBER 1, 2021</b> | <b>\$800</b> | <b>8' x 8' space</b>  |
|  | <b>\$700</b> | <b>Tabletop space</b> |

**PLEASE INDICATE PREFERRED SPACE CHOICE:** \_\_\_\_\_

**1<sup>ST</sup> CHOICE                      2<sup>ND</sup> CHOICE                      3<sup>RD</sup> CHOICE**

**COMPLIMENTARY BOOTH PERSONNEL #1:** \_\_\_\_\_

\_\_\_\_\_  
(PRINT NAME AS IT IS TO APPEAR ON BADGE)

**COMPLIMENTARY BOOTH PERSONNEL #2:**

**(\$50.00 EACH)**

\_\_\_\_\_  
(PRINT NAME AS IT IS TO APPEAR ON BADGE)

**ADDITIONAL BOOTH PERSONNEL:**

**(\$50.00 EACH)**

\_\_\_\_\_  
(PRINT NAME AS IT IS TO APPEAR ON BADGE)

**ADDITIONAL BOOTH PERSONNEL:**

**(\$50.00 EACH)**

\_\_\_\_\_  
(PRINT NAME AS IT IS TO APPEAR ON BADGE)

**Please make contract check payable to OACP. Return this completed form and your check to the following address: OACP, 6277 Riverside Drive, Dublin, Ohio 43017. Please note that space will not be confirmed until we receive payment. Space is based on availability. For additional information, check out [www.oacp.org](http://www.oacp.org) or call Monica Miller at (614)761-0330 or email [monica.miller@oacp.org](mailto:monica.miller@oacp.org)**

**I hereby authorize the above amount to be paid in full to the Ohio Association of Chiefs of Police, Inc. for committed space at the Annual Exhibit Showcase 2021 being held at the Hilton Columbus Downtown Hotel on Monday, November 15, 2021. I understand a twenty-five percent (25%) cancellation fee of the total space cost will be assessed, if a booth must be canceled. NO REFUNDS WILL BE GIVEN AFTER OCTOBER 1, 2021.**

\_\_\_\_\_  
**TOTAL AMOUNT ENCLOSED**

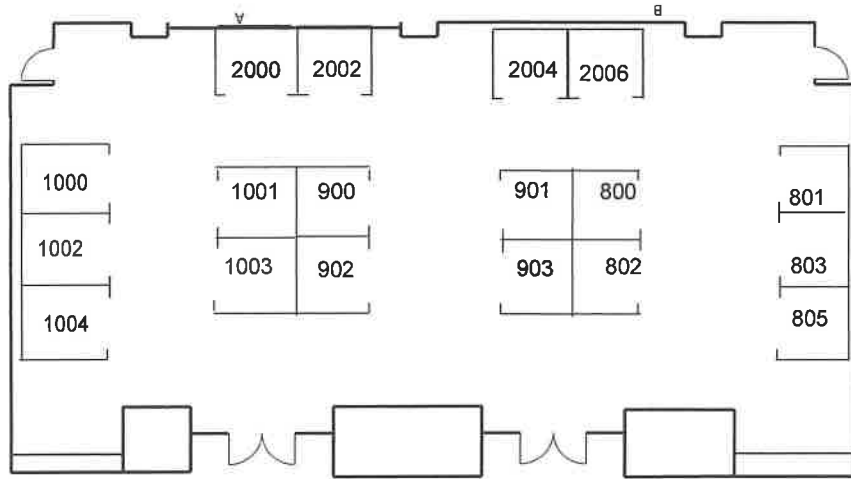
\_\_\_\_\_  
**AUTHORIZED BY**

I HAVE READ, UNDERSTOOD AND ACCEPT ALL CONDITIONS AS STATED; THE COVER LETTER, EXHIBITOR CONTRACT INFORMATION, CONTRACT AND FLOOR PLAN.

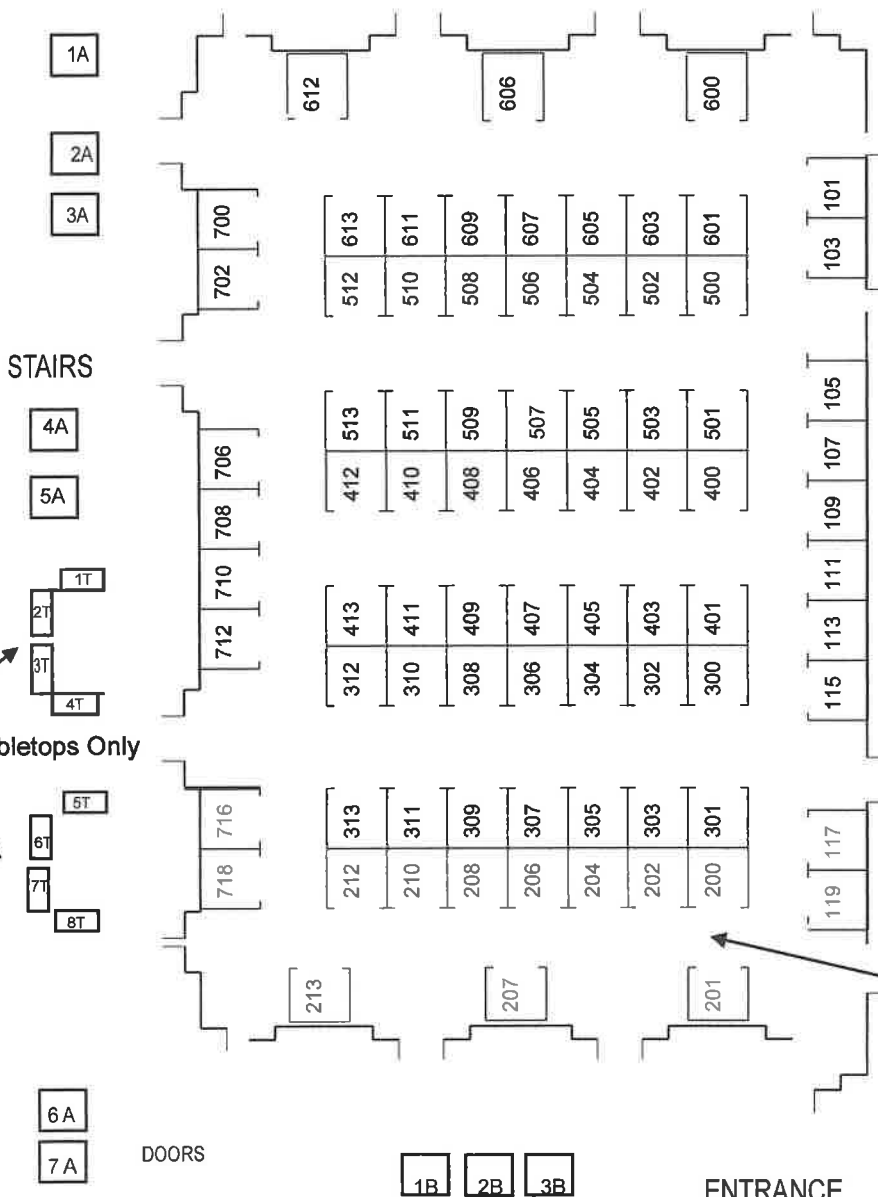
# 2021 OACP ANNUAL EXHIBIT SHOW

Monday, November 15, 2021

Hilton Columbus Downtown  
Columbus, Ohio



Emerson Burkhart A-B



George Bellows Grand Ballroom

1T to 8T are Tabletops Only

SPONSORSHIP BOOTHS  
Booths 117, 119,  
200 to 213, 716 & 718

REGISTRATION

ENTRANCE

DOORS

DOORS

1B, 2B, 3B

6A

7A