



**135th Year-Minnesota Sheriffs' Association**  
**Conference for Sheriffs & Chief Deputies**  
**EXHIBITOR DATES: JUNE 9 - 10, 2020**  
**CRAGUN'S RESORT; BRAINERD, MN**

**EXHIBITOR FACT SHEET**

**CONFERENCE REGISTRATION AND EXHIBITOR CONTRACT:**

The Minnesota Sheriffs' Association will confirm your registration to the email address to the person who is registering the company for the conference.

MSA policy firmly restricts representatives or organizations who have not been assigned an official exhibit space from soliciting business and/or from distributing promotional materials during the conference. Sharing an exhibit space is also strictly prohibited.

The Exhibitor Contract **MUST BE** signed or acknowledged on the online registration for registration to be processed.

**SET-UP TIME:**

Set-up is scheduled for 9:00 a.m. on Tuesday, June 9. Exhibits will officially open at noon on Tuesday. Exhibits may be dismantled beginning at 1:15 p.m. on Wednesday, June 10. See the Exhibitor schedule for exact times.

**ELECTRICAL NEEDS:**

If you require electricity for your exhibit space, please indicate this when you register. Vendors requiring more than the standard 110 outlet must contact the MSA office to make these arrangements. We recommend you plan to bring an extension cord with you if you require electricity.

**PROMOTIONAL ITEMS AND GIVE-AWAYS:**

Due to the Minnesota Public Ethics Law, which prohibits interested persons from providing gifts or other materials to public officials, we are asking that you do not give away any item with a perceived value over \$5.00 from your exhibit display.

Exhibitors are also not allowed to give out any food or beverage items from their display other than small, pre-packaged candy without pre-approval by the MSA staff. Exhibitors are not allowed to cook and serve food at your booth. If you need clarification on this point, please contact the MSA office before the conference.

**RAFFLE DRAWING:**

We will hold **two raffles** again this year, one for the sheriffs and one for the chief deputies. Vendors are encouraged to donate items for either or both raffles. The association will recognize your company for their contributions at the time of the drawings. Drawings will be held on Tuesday evening for the sheriffs and Wednesday afternoon for the chief deputies. Donated items should be brought to the conference and checked in at the MSA registration desk upon arrival.

**LODGING RESERVATIONS:**

Room reservations should be made by using the Cragun's Resort registration link on the MSA website.

**MEAL RESERVATIONS:**

All meals held in the vendor hall will be included in your MSA registration fee. This will include lunch on Tuesday, Vendor Reception Tuesday evening, and lunch on Wednesday. Any additional meals will not be included and must be purchased on the Cragun's registration form (except the Monday night golf and dinner package)

## GOLF TOURNAMENT & HOSPITALITY:

Exhibitors are welcome to sign up for the Sheriff's Golf Tournament and/or Dinner on Monday afternoon /evening (golf starts at 4:30). Exhibitors are welcome to participate in the MSA Hospitality Room. These are opportunities to interact with the sheriffs in a casual atmosphere.

## SPONSORSHIPS: 135th Year of the Minnesota Sheriffs' Association

There are a number of Sponsorships opportunities available. You will receive your name and logo in the conference handout and on signs at the event. Please indicate your interest online or on the registration form or contact Randy Willis or Tom Wells at the MSA office at 651-451-7216.

### MSA 2020 SUMMER CONFERENCE SPONSORSHIP OPPORTUNITIES

SUNDAY EVENING HOSPITALITY ROOM	\$750
MORNING OR AFTERNOON BREAKS FOR SHERIFFS (3 available)	\$250
CHILDREN'S FISHING CONTEST	\$3,000
TUES LUNCH IN EXHIBIT HALL <b>*(5 Sponsors at \$500 each)</b>	\$2,500
TUES NIGHT VENDOR FAIR MEAL <b>*(3 Sponsors at \$1000 each)</b>	\$3,000
TUES DRINK TICKETS FOR VENDOR FAIR (1 EACH)	\$750
WED LUNCH IN EXHIBIT HALL <b>*(4 Sponsors at \$500 each)</b>	\$2,000
MORNING OR AFTERNOON BREAK FOR CHIEF DEPUTIES (3 available)	\$250
TUES & WED KEYNOTE SPEAKER <b>*(2 Sponsors at \$1000 each)</b>	\$2,000
GOLF CONTEST - SPONSOR ONE HOLE	\$100
GOLF TOURNAMENT - CARTS	\$1,500
GOLF DRINK TICKETS	\$750
GOLF CHIEF DEPUTIES -	\$500
SPOUSES EVENT - MONDAY	\$500
CHIEF DEPUTIES FAMILY PONTOON RIDE	\$500

### **\*Vendor Sponsorship – “The Super Minute Program”:**

For your \$500 sponsorship you will have up to 2 minutes to introduce your company or agency in front of the entire group. Your time will start in the classroom before the Sheriffs break. We will contact you with a schedule.

## SHIPPING MATERIALS:

Shipped objects for your booth should not arrive at the resort prior to Monday morning (June 8), if possible. Full pallets and heavy objects will need to have special arrangements made beforehand with Cragun's Resort.

All vendors are responsible for making return shipping arrangements BEFORE they leave the premises. All outbound shipments must be picked up by Thursday morning.

Any questions regarding shipments should be directed to Jonathan Ward at Cragun's Resort (218-825-2858). Shipments should be sent to: Cragun's Resort, 11000 Craguns Drive · Brainerd, Minnesota 56401

## CANCELLATIONS:

All cancellations are subject to a \$100 administrative fee. NO REFUNDS will be given for cancellations made after May 29, 2020. Please view the Exhibitor Contract for more information.

Additional questions should be directed to Minnesota Sheriffs' Association  
Randy Willis, Deputy Director of Professional Services: [rwillis@mnsheriffs.org](mailto:rwillis@mnsheriffs.org) or (651) 451-7216 x 5  
Or Tom Wells, Conferences and Training: [twells@mnsheriffs.org](mailto:twells@mnsheriffs.org) or (651) 451-7216