

2024 ANNUAL CONFERENCE

October 16-19, 2024 | Duluth, MN



Visit www.msfc.org/annual-conference for more information.

Join the Minnesota State Fire Chiefs Association for our 2024 Annual Conference in Duluth! Vendors will have the opportunity to network with fire service professionals from all over the state of Minnesota. Support the MSFCA by registering today for the vendor show and sponsorship opportunities. Space is limited so register early.

Important Information

Location: Duluth Entertainment Convention Center – Duluth, MN

Vendor Show Date: Thursday, October 17, 2024

Vendor Set-up*: Wednesday, October 16, 11:00am – 7:00pm
Thursday, October 17, 8:00am – 11:00am

Exhibit Hours: Thursday, October 17, 11:00am – 6:00pm

Tear Down*: Thursday, October 17, 6:00pm – 8:00pm
Friday, October 18, 9:00am – 12:00pm

**Apparatus vendors will receive move-in and out times closer to the Annual Conference.*

Vendor Space

Each 8'x10' booth space includes one 6-foot table with two chairs and meal tickets for two representatives. Meal tickets cover Thursday's lunch. Additional meal tickets may be purchased for \$40. Electricity, extra tables and chairs cost an additional fee and must be ordered. Due to space limitations, no booth or apparatus space will be held until payment is received in full.

Cost

Conference Booth / 20' Apparatus

- **Member:** \$800 **Non-Member:** \$1,000 **Non-Profit:** \$400

30' Apparatus

- **Member:** \$1,600 **Non-Member:** \$2,000

40' Apparatus

- **Member:** \$2,400 **Non-Member:** \$3,000

Add-Ons

- **Electricity (120 Volts):** \$46.00 • **Carpet (9'x10'):** \$44.50
- **Extra Table (6'):** \$29.50 • **Extra Chair:** \$17.00
- **Additional Thursday Lunch Tickets:** \$40.00 each
- **Friday Banquet Tickets:** \$40.00 each

Sponsorship

Receive additional exposure for your products and services and show additional support for the MSFCA through our conference sponsorship program! Your sponsorship will be recognized in the program materials and signage at the event.

Awards Banquet – Friday	\$10,000
Reception – Wednesday	\$5,000
Breakfast (3 available) – Thursday, Friday OR Saturday	\$5,000
Lunch (2 available) – Thursday OR Friday	\$7,500
Memorial Service – Friday	\$3,000
Fire Officer of the Year Award for Large City	\$2,000
Fire Officer of the Year Award for Small City	\$2,000
Printing of Onsite Conference Program	\$4,000
Board Meeting – Wednesday	\$1,500
Symposium Session (multiple available)	\$3,000
Educational Session (multiple available)	\$1,000
Lanyards	\$2,500
Mobile App	\$2,000
Shared Sponsorship of Refreshment Break	\$250

Additional Publicity of Sponsorships at the Event

- Company listed on Conference webpage
- Recognition on display signage at Conference near specific item/event
- Featured in Onsite PowerPoint presentations
- Verbally thanked for specific sponsorship during remarks
- Thanked in publications

Minnesota State Fire Chiefs Association

6737 W. Washington St., Suite 4210, Milwaukee, WI 53214 • 800-743-0911 • office@msfca.org

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Please fill out the form below and email it to office@msfca.org. The MSFCA Office will confirm your vendor space and send an invoice. If you have any questions, please contact the MSFCA Office at 800-743-0911 or office@msfca.org. We look forward to your participation at the MSFCA 2024 Annual Conference in Duluth!

CONTACT INFORMATION

Company Name: _____

Company Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Contact Phone: _____ Contact Email: _____

Onsite Representative Name(s): _____

Dietary Restrictions: _____ Door Prize (optional): _____

VENDOR SPACE & SPONSORSHIP INFORMATION

	# of Spaces	Sustaining Member	Non-Member	Amount
Conference Booth		\$800.00	\$1,000.00	
Non-Profit Conference Booth		\$400.00	\$400.00	
20' Apparatus		\$800.00	\$1,000.00	
30' Apparatus		\$1,600.00	\$2,000.00	
40' Apparatus		\$2,400.00	\$3,000.00	
Add-Ons	# of Item Needed	Cost		Amount
Electricity (120 Volts)		\$46.00		
Carpet (9'x10)		\$44.50		
Extra Table (6')		\$29.50		
Extra Chair		\$17.00		
Additional Thursday Lunch Ticket		\$40.00		
Friday Banquet Ticket		\$40.00		
Conference Sponsorships				
TOTAL DUE				