



2026 ANNUAL CONFERENCE

OCTOBER 14-17, 2026 • DULUTH, MN

VENDOR & SPONSORSHIP INFORMATION

800-743-0911 • office@msfca.org • www.msfca.org/annual-conference

JOIN US!

Join the Minnesota State Fire Chiefs Association for our 2026 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.

VENDORS

Important Information

Location: Duluth Entertainment Convention Center – Duluth, MN

Vendor Show: Thursday, October 15, 2026

Vendor Set-up*: Wednesday, October 14, 11:00am – 7:00pm
Thursday, October 15, 7:00am – 10:00am

Exhibit Hours: Thursday, October 15, 10:00am – 5:00pm

Tear Down*: Thursday, October 15, 5:00pm – 7:00pm
Friday, October 16, 8:00am – 11:00am

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

Vendor Space

Each 8'x10' booth space includes one 8-foot table with two chairs and lunch tickets for two representatives. Additional Thursday lunch 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.

All vendors must purchase their own booth space. Vendors must keep all displays within their assigned booth space and may not extend into aisles. MSFCA reserves the right to require vendors to move or remove any displays that obstruct walkways, interfere with other vendors, or create safety concerns.

Cost

Conference Booth / Up to 20' Apparatus

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

Up to 30' Apparatus

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

Up to 40' Apparatus

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

Apparatus spaces are very limited and fill up quickly. For current availability, please contact the MSFCA Office at office@msfca.org.

Add-Ons

- Electricity (120 Volts): \$48.00
- Extra Table (6'): \$31.00
- Extra Chair: \$18.00
- 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 \$4,000
- 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 \$3,000
- Mobile App \$3,000
- Challenge Coin \$4,000
- Shared Sponsorship of Refreshment Break \$350

Additional Publicity of Sponsorships at the Event

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

FORM ON NEXT PAGE →

POLICIES

MSFCA Name and Logo Use Policy: Written approval from the MSFCA Executive Committee is required for any use of the MSFCA name or logo.

The MSFCA logo must be used in its original form and cannot be altered in any way.

The MSFCA reserves the right, at its sole discretion, to withhold approval and to modify or revoke permission to use its name or logo at any time.

Under no circumstances may the MSFCA logo be used in a manner that suggests or implies the Association's affiliation with, endorsement of, sponsorship of, certification of, or approval of any product, service, or organization without written approval.

Music Policy: All exhibitors are asked to refrain from recorded or live music at their booth during exhibit hours due to music copyright and licensing laws. MSFCA assumes no responsibility for licensing compliance and reserves the right to require vendors to discontinue music.

Cancellation Policy: A cancellation penalty of 50% shall be imposed if cancellation occurs between 30 and 60 days from the first vending day of the event. If cancellation occurs under 30 calendar days of the first vending date, a 100% penalty shall be imposed.

DECC Food and Alcohol Guidelines for Exhibitors:

- [Food Service Guidelines](#)
- [Alcohol Sampling Guidelines](#)



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VENDOR & SPONSORSHIP COMMITMENT FORM

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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 2026 Annual Conference in Duluth!

CONTACT INFORMATION

Company Name: _____

Company Website: _____

Company Address: _____

City: _____ State: _____ Zip: _____

Contact Name: _____

Contact Phone: _____ Contact Email: _____

Onsite Representative Name(s): _____

Competitors to Avoid Nearby Booth Placement: _____

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	
<i>Contact the MSFCA Office for Apparatus Space Availability.</i>	Up to 20' Apparatus		\$800.00	\$1,000.00	
	Up to 30' Apparatus		\$1,600.00	\$2,000.00	
	Up to 40' Apparatus		\$2,400.00	\$3,000.00	
Add-Ons	# of Item Needed	Cost		Amount	
Electricity (120 Volts)		\$48.00			
Extra Table (6')		\$31.00			
Extra Chair		\$18.00			
Additional Thursday Lunch Ticket		\$40.00			
Friday Banquet Ticket		\$40.00			
Conference Sponsorships					
TOTAL DUE					