



June 22, 2009

Vendor:

The Montana State Fire Chiefs' Association would like to invite you to exhibit at the upcoming Chiefs' Conference, to be held September 18-20, 2009 at the Colonial (Red Lion) in Helena, Montana. This year conference attendees may purchase one day registrations are being offered to allow better access to the vendors from Friday, September 18, 2009, 12 noon to 7:00 p.m. and Saturday, September 19, 2009, 7:00 a.m. to 3:00 p.m. There will be 4 breaks, including continental breakfast, lunch on Friday and Saturday as well as three hours, 4:00 p.m. – 7:00 p.m. Friday evening with the vendors.

The Colonial Hotel has 3,533 square feet of exhibition area. We are looking at 10 x 10 display areas. We have a triangle shape truck exhibit area outside the building, adjacent to the vendor exhibit area. All exhibit areas and truck exhibit space will be assigned on a first come basis. A drawing of the vendor and truck area (approximate, depending on size of apparatus displaying) is included with the spaces marked.

To encourage those in attendance to spend time in the vendor's area, refreshments, continental breakfast and lunches will be served in the vendor area. Meeting times will be staggered to allow better access to vendors.

Vendor/Truck Exhibition Early Area Reservation – please complete and return by July 17, 2009 to reserve your exhibit space for the up coming Chiefs' Conference. After July 17, 2009, Vendor space will be available at regular rates until sold out. Vendor/Truck exhibit areas will be assigned as they are received.

Exhibiting at the Montana State Fire Chiefs Association Conference provides you the opportunity to:

- Meet with decision-making buyers
- Support your current clients
- Introduce new products and services
- Demonstrate product applications and benefits
- Determine new and emerging customer needs
- Support training for Chief Fire Officers

All fees must be paid in advance.

Sincerely,

A handwritten signature in black ink, appearing to read "Ken Mergenthaler".

Ken Mergenthaler
Chief, Eastgate VFD



MONTANA STATE FIRE CHIEFS ASSOCIATION

September 18 – 20, 2009, Red Lion Colonial Inn, Helena, MT

Exhibitor Information:	
Company/Organization: _____	
On-Site Contact: _____	Title: _____
Cell Phone #: _____	Email: _____
On-Site Contact: _____	Title: _____
Cell Phone #: _____	Email: _____
Address: _____	
City/State/Zip: _____	
Telephone #: _____	Company Telephone #: _____
Type of products being displayed: _____	

Exhibitor spaces 10 x 10 includes one 8 x 3 table and one chair as well as ONE complete registration.

Truck Exhibitors: Please advise us of as to the size of apparatus you will be displaying small, medium or large.

Number	X	Total	
_____	\$700	_____	EARLY REGISTRATION WITH BREAK SPONSORSHIP – By July 17, 2009
_____	\$550	_____	<u>Inside exhibit, sponsor one break</u>
_____	\$495	_____	<u>Inside exhibit, sponsor partial break</u>
_____	\$350	_____	Outside truck exhibit space, full break sponsorship.
_____	\$350	_____	Outside truck exhibit space, partial break sponsorship

_____	\$375	_____	EARLY REGISTRATION – By July 17, 2009
_____	\$200	_____	Inside exhibit
_____	\$200	_____	Outside truck exhibit space

_____	\$500	_____	AFTER JULY 17, 2009
_____	\$275	_____	10 x 10 Inside exhibit
_____	\$275	_____	Outside truck exhibit space

Additional meal tickets:

_____	\$40	_____	additional daily meal ticket(s)
_____	\$25	_____	additional banquet ticket(s)

\$ _____ Total amount

ADDITIONAL REQUIREMENTS: Please check YES or NO to the following options:

Do you want chairs? Yes Number: _____ No
Do you need electricity? (Inside only) Yes No
Anything we missed you might need? _____

SPONSORSHIPS

There are 4 breaks during the conference. Sponsorships can be for entire break (specify break you want to sponsor) or partial sponsorship.

Number X

_____ \$ 395 _____ Full Break

Check all that apply:

Friday, September 18, 2009

2:30 – 3:00 p.m.

Saturday, September 19, 2009

7:00 – 8:00 a.m.

10:00 – 10:30 a.m.

2:30 – 3:00 p.m.

_____ \$ 200 _____ Partial Break

Check all that apply:

Friday, September 18, 2009

2:30 – 3:00 p.m.

Saturday, September 19, 2009

7:00 – 8:00 a.m.

10:00 – 10:30 a.m.

2:30 – 3:00 p.m.

_____ Total Amount

Friday, September 18, 2009

Appetizers, 3 hours slot 4:00 p.m. – 7:00 p.m. for customers to be with the vendors.

_____ \$1,500 Total sponsorship

_____ \$ 800 Partial sponsorship

\$_____ Total Amount

Saturday, September 19, 2009

The banquet is from 6:00 – 9:00 p.m. Sponsorships can be for entire banquet or partial sponsorship.

\$_____ Full Sponsorship (please inquire)

\$_____ Partial Sponsorship \$1,700

\$_____ Other Event Sponsorships (please inquire)

Grand Total \$ _____ enclosed or to be charged to Visa or MasterCard.

DRAWINGS

Drawings will be done throughout the convention. Would you like to contribute to the prizes and have us recognize you and your company? Yes No

Lists of prizes donating:

1. _____
2. _____
3. _____
4. _____
5. _____

Set-up Friday, September 18, 2009, 7:00 pm – 12 noon

Vendors Exhibits open

12:00 noon to 6:00 p.m. Friday, September 18, 2009

7:00 a.m. to 4:00 p.m. Saturday, September 19, 2009

From 6:00 p.m. until 8:00 a.m., Friday and Saturday, the Vendor exhibit area will be closed and secured.

Tear down will be from 3:00 p.m. to 6:00 p.m. Saturday, September 19, 2009.

Send registration fees and completed forms to (make checks payable to Montana State Fire Chiefs' Association):

Ken Mergenthaler
Chief, Eastgate VFD
PO Box 735
East Helena, MT 59635
Cell: 406-431-2450
E Mail: eastgate@initco.net

Payment enclosed (checks made payable to **Montana State Fire Chiefs' Association**)

Charge my Visa or MasterCard

Name as it appears on credit card: _____

Card # _____ Expiration Date _____

Card Security Code _____ Billing zipcode _____

Authorized Signature: _____ Date: _____

LODGING

Red Lion Colonial Inn

2301 Colonial Drive

Helena, MT 59601

Hotel Direct Reservations

406-443-2100

Central Reservations

800-733-5466