



Illinois Emergency Management Agency
and Office of Homeland Security



2024 IEMA-OHS Training Summit Sponsor and Exhibitor Opportunities

Sept. 3-6, 2024 | Springfield, IL



2024 Illinois Emergency Management Agency and Office of Homeland Security Training Summit Sponsor and Exhibitor Opportunities

The 2024 Training Summit will be held Sept. 3-6 at the Bank of Springfield Center in downtown Springfield. The Training Summit attracts several hundred attendees representing emergency management, law enforcement, fire services, public health, public works, non-governmental organizations and other professions dedicated to serving the public before, during and after emergencies.

The training summit offers many opportunities for businesses and organizations to attain visibility and interact with participants through several sponsorship levels and exhibitor booths.

Exhibit booths and sponsorships will be secured on a first-paid, first-served basis.

Tentative 2024 Summit Schedule

Tuesday, Sept. 3

2 p.m. – 4 p.m. Vendor Check-in/
Set-up

Wednesday, Sept. 4

7:30 a.m. – 5:30 p.m. Exhibits Open
4:30 p.m. – 5:30 p.m. Vendor Reception
5:30 p.m. – 7:30 p.m. Networking Event

Thursday, Sept. 5

7:30 a.m. – 3 p.m. Exhibits Open
3 p.m. – 4 p.m. Exhibit
Breakdown

Friday, Sept. 6

8:30 a.m. – 12 p.m. Post-summit
Sessions

2024 Training Summit Sponsorship Opportunities

Sponsorship Benefits



Choose Your Sponsorship Level

	\$10,000 Diamond Sponsor	\$7,500 Platinum Sponsor	\$5,000 Gold Sponsor	\$2,500 Silver Sponsor or Refreshment Break Sponsor	In-kind Sponsors Wed. Social Event or Badge or Tote Bag
Recognition from podium at general sessions	✓	✓	✓	✓	✓
10' x 10' exhibit booth	✓ (two)	✓ (two)	✓ (one)	✓ (one)	✓ (one)
Logo on IEMA-OHS-provided banner	✓	✓	✓	✓	✓
Mention on IEMA-OHS social media platforms/Summit email communications in August.	✓	✓	✓	✓	✓
Logo on printed Summit program	✓	✓	✓	✓	✓
Opportunity to provide a Summit tote bag insert	✓	✓	✓	✓	✓
Logo on Summit registration site and mobile app	✓	✓	✓		✓ Social Event Sponsor & Badge Sponsor
Ad in printed Summit program	✓ full-page	✓ full-page	✓ half-page		✓ Social Event Sponsor half-page
Vehicle/equipment display in exhibit area	✓ 53' max	✓ 26' max			
Recognition on individual IEMA-OHS-provided banner	✓				

Sponsorship Opportunities

Silver Sponsor or Refreshment Break Sponsor: \$2,500 **(two Refreshment Break Sponsorships available)**

Silver Sponsors and Refreshment Break Sponsors will have increased visibility at the Training Summit. The benefits of this sponsorship level include the following:

- Recognition from podium at opening and closing ceremonies
- One 10' x 10' exhibit booth
- Recognition on IEMA-OHS-provided banner displayed at Training Summit
- Opportunity to provide a Summit tote bag insert, which will be distributed to all attendees (quantity: 800; inserts must be received at IEMA-OHS by Aug. 15, 2024)
- Mention of sponsorship on IEMA-OHS's social media platforms/Summit email communications in August.
- Logo featured on printed Summit program (Sponsorship fee must be paid by July 15, 2024, to meet printing deadlines)
- Refreshment Break Sponsor will have recognition/signage by refreshment tables

Gold Sponsor: \$5,000

Gold Sponsors will have superior visibility at the Training Summit. The Gold Sponsorship includes all the benefits of the Silver Sponsorship with the following added benefits:

- Logo featured on Summit registration site and mobile app
- Half-page ad in printed Summit program

Platinum Sponsor: \$7,500

Platinum Sponsors will have premium visibility at the Training Summit. The Platinum Sponsorship includes all of the benefits of the Gold Sponsorship, with the following added benefits:

- One additional 10' x 10' exhibitor booth (two total)
- Full-page ad in printed summit program
- Opportunity to display vehicle/equipment in exhibit area (26' maximum footprint. Other restrictions may apply.)

Diamond Sponsor: \$10,000

Diamond Sponsors will have maximum visibility at the Summit. The Diamond Sponsorship includes all the benefits of the Platinum Sponsorship, with the following added benefits:

- Recognition on an individual, IEMA-OHS-provided banner displayed at the Summit
- Opportunity to display vehicle(s)/equipment in exhibit area (53' maximum footprint. Other restrictions may apply.)

Summit Badge Sponsor: In kind

The Badge Sponsor provides scannable badges and lanyards for all Summit attendees, staff and speakers. The Badge Sponsorship includes all the benefits of the Silver Sponsorship, in addition to company logo being featured on Summit registration site and mobile app. The Badge Sponsor will work with the IEMA-OHS IT staff on details of Summit data submission.

Tote Bag Sponsor: In kind

The Tote Bag Sponsor will reach every individual at the Summit through this unique sponsorship, which includes all of the benefits of the Silver Sponsorship. Sponsor provides 800 tote bags featuring their logo and the IEMA-OHS Summit logo to be distributed to all Summit attendees at registration (IEMA-OHS must receive bags by Aug. 15, 2024). The deadline for securing this sponsorship is June 15, 2024. After that date, this sponsorship is unavailable.

Wednesday Evening Networking Reception Sponsor: minimum \$6,500 In kind

The Wednesday Evening Reception is a popular networking opportunity for attendees during the Summit. The Wednesday Evening Networking Reception Sponsor enjoys all of the benefits of the Gold Sponsor, with the following added benefits:

- Recognition during evening reception
- Signage displayed in event area

Please contact IEMA-OHS for specific details on this sponsorship opportunity.

Other Sponsorship Opportunities:

If you have a suggestion for a possible sponsorship option not listed here, please contact Julie Pfeifer at Julie.Pfeifer@illinois.gov to discuss.

Booth Exhibitor Opportunities

Exhibits will be located in the lower level ballroom of the Bank of Springfield Center. Exhibit spaces are 10 feet wide by 10 feet deep. The BOS Center has WiFi building-wide, but if you require a hard line internet hook-up, you may order directly through the BOS Center at your expense. Exhibitors may select their preferred booth on a first-come, first-served basis. IEMA-OHS reserves the right to move exhibits if needed.

Exhibitor Benefits:

- Ability to create a profile to highlight your company on IEMA-OHS's Summit Registration website and mobile app
- Opportunity to network with Summit attendees during Wednesday's Vendor Reception
- 8-foot table with skirting
- Two chairs
- Electrical hook-up
- WiFi internet access
- Two complimentary Summit admission passes

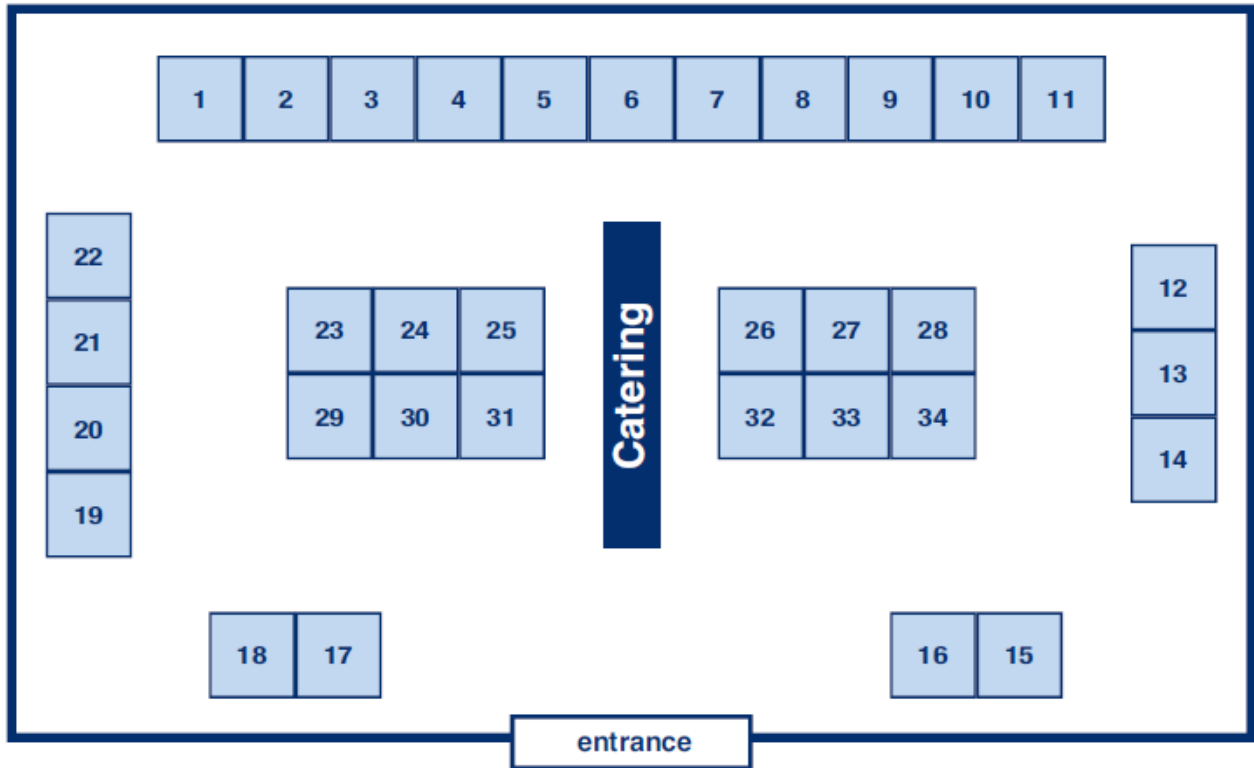
Exhibit Space Fees:

	Early Bird Rate	Rate after July 15, 2024
Corporate Booth	\$600	\$800
Not-for-Profit Booth	\$300	\$500
Educational Institution Booth	\$300	\$500
Mutual Aid Organization Booth	\$300	\$500

Giveaways and Prize Donation

Notify us if you plan to provide a prize, and we will work with you on announcements.

Tentative Exhibitor Booth Layout



Note: Exhibitor booths will be located in the lower level ballrooms. Sponsors who would like to showcase a large vehicle display may contact Julie Pfeifer to discuss main floor availability.

Exhibitor/Sponsor Registration

To register as a vendor or sponsor at the 2024 IEMA-OHS Training Summit, please visit: <https://iema.illinois.gov/training/summit.html>

Registration deadline is August 15, 2024.

Check or money order should be made payable to the Illinois Emergency Management Agency and Office of Homeland Security (IEMA-OHS). Credit cards accepted.

Send payment to:

Illinois Emergency Management Agency and Office of
Homeland Security
Attn: Julie Pfeifer
2200 South Dirksen Parkway
Springfield, IL 62703

Please contact Julie Pfeifer at
Julie.Pfeifer@illinois.gov or
217-557-4760 with any questions.



Exhibitor/Sponsor Terms and Conditions

Payment: Exhibitor spaces and sponsorships are confirmed upon receipt of Registration Form and payment. For sponsorships with limited availability (e.g., Refreshment Break Sponsor), sponsorship is awarded to entity whose payment is received first. Any exhibit space or sponsorship not paid in full by Aug. 15, 2024, may be canceled.

Checks and credit cards are accepted. Payment should be made payable to the Illinois Emergency Management Agency and Office of Homeland Security. Send payment to: IEMA-OHS
Attn: Julie Pfeifer
2200 South Dirksen Parkway
Springfield, IL 62703

The sponsor/exhibitor will be responsible for paying the Bank of Springfield Center directly for any other charges the sponsor/exhibitor may incur during the Summit.

Lodging

Exhibitors/sponsors are responsible for their own hotel and travel arrangements. Exhibitors/sponsors may book a room in the block reserved for the IEMA-OHS Summit.

Cancellations/Refunds

No refunds will be given regardless of attendance or cancellation. Credit will not be provided for Summit passes or exhibit space.

Company Logos

Logos must be submitted in a high-resolution .eps or .ai format. IEMA-OHS must receive logos by Aug. 15, 2024, to be included in printing. Logos should be sent electronically to: Julie.Pfeifer@illinois.gov. IEMA-OHS reserves the right to resize logos or artwork as needed.

Noise

Loudspeakers, phonographs (recordings), sound movies, video projectors or megaphones must not interfere with adjoining exhibits. Movies or video projectors must be positioned so as not to interfere with other exhibitors/sponsors or aisle space, and operation of such equipment must conform to rules of the Bank of Springfield Center.

Important Dates and Deadlines

To maximize their IEMA-OHS Summit sponsorship, exhibitors/sponsors should note all deadlines associated with the Summit. A list of important dates and deadlines will be emailed to confirmed exhibitors/sponsors. All dates are subject to change. The pre-planning contact for each exhibitor/sponsor will be notified of changes in advance with reasonable notice to respond; however, missed submission deadlines may result in loss of benefits or opportunities.

Liability

Exhibitor/sponsor agrees to assume the legal responsibility for any death or injuries to persons or damages to property arising out of negligent actions by exhibitor/sponsor, its

employees or agents during the Summit. IEMA-OHS agrees to assume legal responsibility for any death or injuries to persons or damages to property arising out of negligent actions by IEMA-OHS and its employees during the Summit. Neither exhibitor/sponsor nor IEMA-OHS shall be responsible for personal injury, or other property damage or loss, except that resulting from its own negligence or the negligence of its officers, employees, or others for whom either exhibitor/sponsor or IEMA-OHS is legally responsible. Nothing herein shall be construed to waive any other legal defenses or immunities.

Subletting Space

Subletting, sharing, allocation, partnering or any other similar arrangement of space is prohibited. An exhibitor/sponsor may neither assign, allocate, nor apportion the whole or any part of space allotted, or display any goods other than those manufactured or distributed by the exhibitor/sponsor in the regular course of the exhibitor's/sponsor's business, nor permit any representative of any other firm to solicit business, take orders or reside in the exhibitor's/sponsor's space. The featuring of names or advertisements of non-exhibiting firms or businesses will not be permitted.

Endorsement

Nothing in this Agreement nor any activities under this Agreement shall represent an endorsement of any products of exhibitor/sponsor by IEMA-OHS or the State of Illinois.

Term and Termination

This Agreement shall commence on the date of final execution and end at the conclusion of the Summit. Either exhibitor/sponsor or IEMA-OHS shall have the right to terminate this Agreement at any time by giving written notice of the termination to the other.

Interpretation and Modification

This Agreement embodies the entire agreement of the exhibitor/sponsor and IEMA-OHS, and there are no other representations, promises, agreements, conditions or understandings, either oral or written, between them other than are set forth herein. Any dispute regarding this Agreement shall be construed in accordance with and is subject to the laws and rules of the State of Illinois. IEMA-OHS reserves the right to interpret, change or modify these terms and conditions at any time as deemed appropriate to improve and preserve the integrity of the Summit and the safety of Summit attendees and sponsors. IEMA-OHS reserves the right to approve and/or reject all exhibitors/sponsors, banners, displays, exhibits, or literature of any kind for any reason.

Exhibit Set-up and Breakdown

Exhibits must be set up between 2 p.m. and 4 p.m. on Sept. 3, 2024.

Exhibits must be removed from the Bank of Springfield Center by 5 p.m. on Sept. 5, 2024.