



**ALBERTA COMMUNITY
CRIME PREVENTION
ASSOCIATION (ACCPA)**

2019 Conference

MAY 6-9, 2019

**COAST CANMORE HOTEL
& CONFERENCE CENTRE**

Canmore, Alberta

WWW.ALBERTACRIMEPREVENTION.COM

**TOGETHER FOR A
SAFER TOMORROW**

*Inspiring voices for change
in Community Safety*

ACCPA CRIME PREVENTION AND COMMUNITY SAFETY CONFERENCE

TRADESHOW & SPONSORSHIP

2019 PACKAGES

The Alberta Community Crime Prevention Association (ACCPA) was established in 1989 to provide a link between police services and the community at large. ACCPA is a non-profit group registered under the Societies Act of Alberta and is fully endorsed by the Alberta Chiefs of Police Association. ACCPA plays a critical role in promoting training, education and dissemination of crime prevention-related information throughout the province of Alberta.

ACCPA is pleased to announce the theme for our 2019 conference “Together for a Safer Tomorrow: Inspiring voices for change in Community Safety”. The event will be held May 6-9, 2019 at the Canmore Coast Hotel & Conference Centre. Following the successful launch of our Pre-Conference Training and Workshop sessions in 2018, we are again pleased to offer Pre-Conference Training sessions on May 6-7.

Our event offers an outstanding opportunity to promote your business. Sponsorship may be paid in cash or in kind. We encourage you to explore the attached sponsorship opportunities and invite you to pursue a sponsorship opportunity that meets your needs.

Designed to bring together community members, business owners, government and law enforcement professionals, our conference will illustrate the importance of technology, collaboration and partnership with community safety stakeholders. Targeted to individuals invested in rural, remote and urban communities, attendees will hear compelling stories and learn from those who have had a genuine impact on changing peoples’ lives.

This year, our speakers will focus on the following community safety themes:

- Current and emerging issues in community safety,
- Community safety initiatives in crime prevention through social development,
- Planning, design and structural approaches to community safety, and
- Technology and industry advances in community safety.

View our conference website at <https://www.albertacrimeprevention.com/2019-conference/> for more information.

We look forward to partnering with you to tailor a sponsorship package just right for your business. Your support will go a long way toward enhancing community safety efforts in our province and making this event a great success!

Sincerely,

Mark Kay

ACCPA 2019 Conference Chair

Jean Bota

Sponsorship Chair

SPONSORSHIP OPTIONS

Platinum Sponsor (Only FIVE Available) - \$5,000

- Logo with link to your website from ACCPA website and in digital presentations
- Logo and website link on five Conference E-BLASTS
- Acknowledgements during the opening and closing conference sessions
- DOUBLE Exhibitor Booth in PRIME reserved location (6' x 8' draped tables)
- THREE full conference registrations (includes all meals, coffee breaks, keynotes, presentations, networking event)

Gold Sponsor - \$2,500

- Logo with link to your website from ACCPA website and in digital presentations
- Logo and website link on three Conference E-BLASTS
- Acknowledgements during the opening and closing conference sessions
- Standard Booth package with TWO full conference registration (includes all meals, coffee breaks, keynotes, presentations, networking event)

Silver Sponsor - \$1,500

- Logo with link to your website from ACCPA website and in digital presentations
- Logo and website link on two Conference E-BLASTS
- Acknowledgements during the opening and closing conference sessions
- ONE full conference registration (includes all meals, coffee breaks, keynotes, presentations, networking event)

Bronze Sponsor - \$1,000

- Company Logo with link to your website from ACCPA website and in digital presentations
- Acknowledgements during the opening and closing conference sessions
- ONE full conference registration (includes all meals, coffee breaks, keynotes, presentations, networking event)

Networking Nexus Event (Only TWO Available) - \$2,500

- Logo with link to your website from ACCPA website and in digital presentations
- Logo and website link on three Conference E-BLASTS
- Acknowledgements during the opening and closing conference sessions and the Networking Nexus event
- Standard Booth package with TWO full conference registration (includes all meals, coffee breaks, keynotes, presentations, networking event)

Lunch (4 available) - \$750

- Logo with link to your website from ACCPA website and in digital presentations
- Acknowledgements during the opening and closing conference sessions
- ONE full conference registration (includes all meals, coffee breaks, keynotes, presentations, networking event)

Breakfast (4 available) - \$500

- Logo with link to your website from ACCPA website and in digital presentations
- Acknowledgements during the opening and closing conference sessions
- ONE full conference registration (includes all meals, coffee breaks, keynotes, presentations, networking event)

Coffee Break (8 available) - \$350

- A coffee break named after sponsoring organization
- Acknowledgment of sponsor during the break
- Sponsoring Company listed in the program schedule at corresponding time slot

TRADESHOW & EXHIBITING (Wednesday May 8 & Thursday May 9)

Standard Booth

\$400 Early Bird Rate – Applies to Exhibitor Registrations on or before April 5, 2019.

\$500 Regular Rate – Applies to Exhibitor Registrations after April 5, 2019

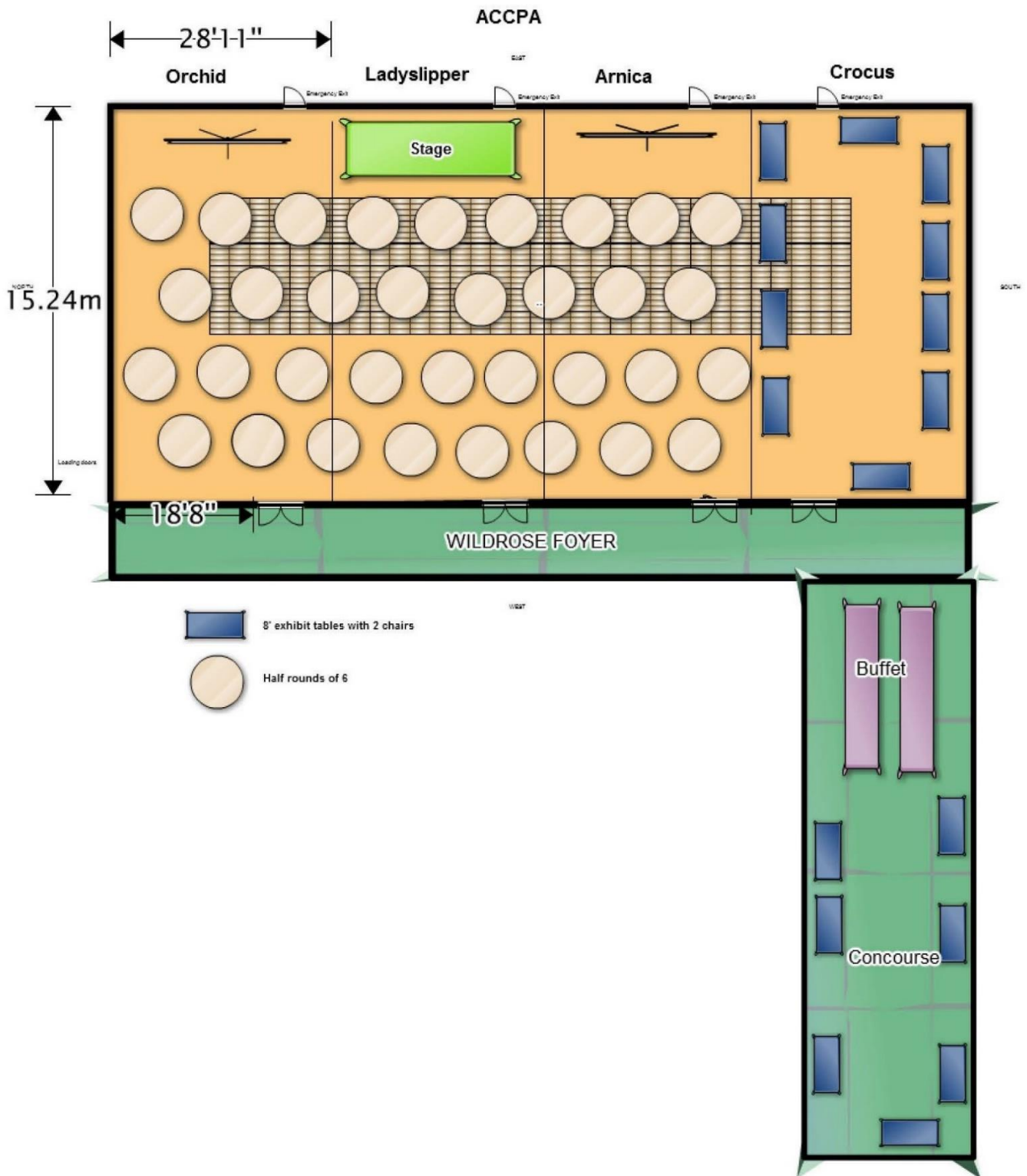
- Company Logo with link to your website from ACCPA website and in digital presentations
- An Exhibitor registration includes all meals, coffee breaks, keynotes, presentations, and discounts applied to the conference networking event on May 8. Note: The conference networking event is separate from any exhibitor-organized receptions (see below).
- An additional \$200 will apply for second or subsequent exhibitor staff per booth (see below).
- Standard 6'x8' booth space assigned by ACCPA committee

Additional Booth Staff (Full Conference registrations) – \$200

Speaking Opportunities and Exhibitors Reception

- Due to the fixed schedules of speakers, breaks and meal times, ACCPA is not able to accommodate requests for exhibitors to speak or present at either the conference or pre-conference workshops.
- Exhibitors do have the option of collaborating with other exhibitors to deliver an Exhibitor's Reception during the evening on May 7, 2019, at a reception room of the Coast Canmore & Convention Centre. Exhibitors will have the opportunity to give presentations and demonstrations of their products and services at this reception.
 - Room rental, bartender, food, and audio-visual costs are to be fully borne by participating exhibitors.
 - Participating exhibitors in the Exhibitor Reception will have full control to design the format and delivery of the reception.
 - Exhibitors will liaise with the Chair, 2019 ACCPA Conference to ensure the notification and coordination of hotel banquet and catering staff.
 - ACCPA will fully advertise the Exhibitor Reception as an event associated with the 2019 ACCPA Conference, May 6-9, 2019.

2019 ACCPA CONFERENCE – CONFERENCE HALL AND EXHIBITOR SPACE



CHOOSE YOUR PACKAGE:

Company Name _____
 Primary Contact Name _____
 Primary Contact Email _____
 Primary Contact Phone _____
 Invoicing information: ATTENTION _____
 Mailing Address _____
 City, Province and Postal Code _____

Sponsorship

| Conference Packages | Unit | Price | GST (5%) | Total |
|--------------------------|------|---------|------------------|-------|
| Platinum Sponsor (5) | | \$5,000 | \$ | \$ |
| Gold Sponsor | | \$2,500 | \$ | \$ |
| Silver Sponsor | | \$1,500 | \$ | \$ |
| Bronze Sponsor | | \$1,000 | \$ | \$ |
| Lunch Sponsor (4) | | \$750 | \$ | \$ |
| Breakfast Sponsor (4) | | \$500 | \$ | \$ |
| Coffee Break Sponsor (8) | | \$350 | \$ | \$ |
| | | | Total Due | \$ |

Tradeshow

| Package | Unit | Price | GST (5%) | Total |
|---|------|-------|------------------|-------|
| Standard Booth (Early Bird – by April 5, 2019) | | \$400 | \$ | \$ |
| Standard Booth (Regular Rate – after April 5, 2019) | | \$500 | \$ | \$ |
| | | | Total Due | \$ |

I have reviewed and agree to the General Terms, Conditions, Exhibitor Rules and Regulations of the ACCPA 2019 Conference.

Printed Name

Company

Signature

Date

Please sign above and return this page of the agreement via email to:

administrator@albertacrimeprevention.com

Need to know

- Exhibitors are responsible for setting up their own booth displays
- All included booth staff and full conference registrations must be registered with ACCPA at least 30 days prior to the conference
- All Platinum and Gold sponsorships have held/reserved booths that, if not sold, will be released **on April 1, 2019.**
- PAYMENT POLICY
 - Refer to EXHIBITOR RULES & REGULATIONS
- CANCELLATION POLICY
 - Refer to EXHIBITOR RULES & REGULATIONS

GENERAL TERMS & CONDITIONS

The general guidelines listed below may not address each and every exhibitor situation. Each must be judged on a case-by-case basis, on its own merits.

1. **Conformity of Government Laws and Regulations:** All participants shall conduct all activities in compliance with all federal, provincial, and municipal laws, ordinances, rules, regulations, bylaws and codes; and with any restrictions that may be imposed by the Canmore Coast Hotel & Conference Centre and/or the ACCPA Conference Committee. Should the participant require any additional information or clarification about these restrictions, please contact the Tradeshow Chairperson at mark.kay@rmwb.ca
2. **The ACCPA Logo and Use of Its Name:** The ACCPA name or logo may not be used in any advertisement, promotion material, or follow-up mailings without the permission of ACCPA.
3. **ACCPA Endorsements of Product & Services:** Sponsoring or exhibiting at ACCPA does not constitute an endorsement of any product or service.
4. **Trademarks:** ACCPA will be held harmless for any trademark, trade name, copyright, or patent infringement on any printed materials belonging to or distributed by any sponsor or exhibitor.
5. **Hospitality Events:** Exhibitors and sponsors are prohibited from entertaining clients during the conference, conference events, or during exhibit hours, unless permitted by Conference Committee.
6. **ACCPA Reserves the Right to Reject Any Request:** ACCPA reserves the right to decline or reject any request for a sponsorship or exhibit, for any reason, at any time, without liability, even if previously acknowledged or accepted.
7. **ACCPA Protects the Personal Privacy of its Members:** ACCPA is committed to offering members a choice about how personal information is used.
8. **Prizes, giveaways or any other material** donated or brought on site by sponsors/exhibitors is subject to approval by ACCPA.
9. **Content Rights:** ACCPA shall retain all rights, title and interest in & to all the content and materials (including intellectual property such as copyrights, trademarks, service marks, trade names) used and/or developed in relation to or in connection with ACCPA, including but not limited to all materials produced pursuant to this Agreement.
10. **License to use sponsor's identity marks:** The sponsor or exhibitor grants to ACCPA a limited, nonexclusive license to use its name, trademarks and logo in connection with the performance of its duties under this Agreement. The positioning and usage of sponsor's name, trademarks, and logo within the ACCPA materials shall be made at the sole discretion of ACCPA.
11. **Payment Policy:** Penalty for non-payment beyond 30 days of signing contract (2.5% penalty per month). Payments (including late payments) must be received in full by April 30 (7 days prior to the start of the conference). Any vendor or sponsor that has not paid in full by this date may have their contract forfeited but balance will remain owing.
12. **Cancellation/refund Policy:** Notification of cancellation before 60 days prior to event will not incur any penalties. Companies that have paid in full will receive a FULL refund. Notification of cancellation 30 - 60 days prior to event (between March 6 – April 6, 2019), 50% of contract will be owed to ACCPA. Companies that have paid in full will receive 50% of their contract amount refunded. Companies that have not paid in full will owe 50% of the contract amount. Notification of cancellation 30 days prior to event (by April 6, 2019) 100% of contract will be owed to ACCPA. Companies that have not paid in full will owe 100% of the contract amount. Companies that have paid in full will NOT receive a refund. Cancellations must be received in writing (email or regular mail).

EXHIBITOR RULES & REGULATIONS

1. **Arrangement of Exhibits:** An exhibiting company may purchase a maximum of two 6' x 8' booth spaces. All multiple booth spaces purchased by one company must be adjacent to one another to form a single exhibit. Exhibits shall not obstruct the view of other exhibitors. Any portion of an exhibit that obstructs the view, interferes with the privileges of other exhibitors, extends beyond the designated booth space, or for any reason becomes objectionable must be immediately modified or removed by exhibitor. Show management reserves the right to inspect the quality of the appearance of each booth prior to show opening. The booth area is carpeted. Exhibitors shall not lay carpet in their booth. ACCPA reserves the right to modify booth assignments or floor configurations at any time. Standard booths may not exceed 14' in height. No banners – suspended from the ceiling or otherwise more than 14' in height – are allowed. Each exhibitor is entitled to a reasonable sight line from the aisle regardless of the size of the exhibit. Therefore, ACCPA has developed the abovementioned regulations for all exhibitors to follow.
2. **Subleasing of Space:** Booth space may not be subleased.
3. **Booth Setup & Occupancy:** Booths may be setup during the published set-up times only. All displays are to be completely installed and ready for inspection by show management by the published inspection time. A representative of the exhibiting company must be on hand during the inspection period. If booths are not fully set up and ready for inspection, show management reserves the right to take appropriate action. In no case will the lack of preparation on the part of an exhibitor be allowed to impede the timely opening of the exhibition.
4. **Fire, Safety and Health:** The exhibitor assumes all responsibility for compliance with local, city, and provincial ordinances and regulations covering fire, safety, and health. All exhibit equipment and materials must be located within the booth. Only fireproof materials may be used in displays, and all necessary fire precautions must be taken by the exhibitor. ACCPA does not allow the display or distribution of balloons of any type.
5. **Labor:** Rules and regulations for union labor are made by the local unions and may change at any time. Where union labor is required because of building or contractor requirements, it will be necessary for the exhibitor to comply with these regulations.
6. **Sound Devices and Lighting:** Public address, sound-producing, or amplification devices that project sound must be kept at a conversational level and must not interfere with other exhibitors. Any form of attention-getting device or presentation must be terminated when crowds obstruct aisles or infringe upon another exhibitor's display. ACCPA reserves the right to restrict the use of glaring or objectionable lighting effects, or public address, sound-producing, or other amplification devices that project sound. Music, whether vocal or instrumental, is subject to approval by show management.
7. **Delivery and Removal during Show:** Under no circumstances will the addition to or removal of any portion of an exhibit be permitted during show hours. All booths must remain intact until the close of the show. Early dismantle and/or removal of an exhibit may result in the loss of exhibit privileges for future shows.
8. **Exhibitor's Personnel and Others:** All exhibitor personnel MUST always wear an ACCPA name tag at all times during the conference. There is no limit to the number of individuals that the exhibitor may have in their booth. However, exhibitors must limit the number of personnel in their booth when crowds obstruct aisles or infringe upon another exhibitor's display. Distribution of advertising material and souvenirs must be confined to the exhibitor's booth. Selling, soliciting, and canvassing in the exhibit hall are strictly prohibited. All booths must be manned by the exhibiting company's personnel who are qualified to discuss details of their company's products or services. User clients may be allowed in the exhibiting company's booth for the purpose of selling the exhibiting company's products or services. Canvassing or distribution of advertising material or souvenirs in the exhibit hall by representatives of non-exhibiting firms is strictly forbidden. Selling of merchandise on the exhibit floor is subject to provincial law.
9. **Storage:** The exhibitor contractor will store packing boxes or crates during the show at no cost. ACCPA assumes no responsibility for damage to or loss of packing boxes or

crates.

10. **Security:** ACCPA makes no warranty, express or implied, that the services it furnishes will avert or prevent occurrences that may result in loss or damage.
11. **Liability:** ACCPA will not be liable for loss or damage to the property of the exhibitor or his/her representatives or employees from theft, fire, accident, or other causes. ACCPA will not be liable for injury to exhibitors or their employees or for damage to property in their custody, owned or controlled by them, which claims for damages, injury, etc., may be incident to or arise from or be in any way connected with their use or occupation of display space; and the exhibitor shall indemnify and hold ACCPA harmless against such claims. The exhibitor assumes all liability for any damage to the facility's floor, walls, lighting fixtures, etc., as a result of exhibitor negligence. The exhibitor will abide by and observe all laws, rules, regulations, and ordinances of any governmental authority and of the contracted facility.
12. **Private Demonstrations:** Private demonstrations are meant to educate one client (individual or small group) about specific proprietary products and services. Exhibitors may offer private demonstrations within the confines of their booth in the exhibit hall during exhibit hours only. Exhibiting companies may conduct private demonstrations off-site at other locations only after conference hours. Non-exhibitors may not provide demonstrations.
13. **Show Management:** The exhibition is organized and managed by ACCPA. Any matters not covered in these Rules and Regulations are subject to the interpretation of the show manager and the ACCPA Conference Committee, and all exhibitors must abide by their decisions. Exhibitors must comply with the convention centre's policies and procedures.