



Illinois Fire Chiefs Association Volunteer & Combination Officer Conference

Vendor Information

On behalf of the VCOC we appreciate your support of our annual conference. We hope that the following information will be of assistance:

New Vendor Location

This year we have expanded into a larger combined room that will allow the vendors to be in the same room as where the meal service and presentations will take place. We believe that this will increase the amount of interaction that you have with the attendees, as well as giving you an opportunity to listen to the presentations both days.

Vendor Setup

Each vendor will be provided one 6' table and two chairs. There are a limited number of additional tables available. If you need a second table please advise us in advance. Setup is either Friday, September 13 from 4:00-6:00 PM or early Saturday morning (Continental breakfast is from 0730-0830).

Apparatus

Please let us know if you will be bringing a piece of fire apparatus for display. The Marriott will provide an area to park in front of the hotel that is lighted and monitored by security.

Exhibit Times

Saturday

- Registration and continental breakfast is from 7:30-8:30 AM
- Opening Comments/Welcome will be at 8:30 AM
- Sessions begin at 9:00 AM
- The morning break is at 10:15 AM, lunch is from noon-1:00 PM and the afternoon break is at 2:30 PM
- Sessions conclude at 4:30 PM
- The evening Round Table Discussion will begin at 7:30 PM

Sunday

- Breakfast is from 7:30-8:30 AM
- Sessions begin at 8:30 AM
- The morning break is at 10:00 AM, lunch is from 11:30 – 12:30 PM
- Sessions conclude at approximately 3:30 PM

We hope that vendors can be available from 8:00 to 4:30 PM on Saturday and 8:00 to 12:30 PM on Sunday.

Meals

Vendors are encouraged to be our guest and join with our attendees for the breakfasts, lunch, and breaks.

Saturday evening roundtable

Please join us on Saturday evening from 7:30 PM to 10:00 in the dining room (Redbird B) for our roundtable session. There will be snacks, drink tickets, and a cash bar for additional items. We hope that this provides further opportunity for you to interact with our attendees.

Hotel rooms

Please make your hotel reservations by contacting the Marriott hotel directly. The special IFCA room block rate of \$113.00 plus tax expires on August 23.

Contact phone numbers

Marriott Hotel Bloomington-Normal 201 Broadway Avenue, Normal, IL	309-862-9000
Rudy Horist, IFCA (cell)	815-790-6439
Dave Weiss, IFCA (cell)	630-417-1943

Questions?

On site questions can be addressed to either Rudy Horist or Dave Weiss

Questions regarding sponsorship payment may be directed to the IFCA Office at 847.966.0732 or by email mgriseto@illinoisfirechiefs.org

Thank You

Illinois Fire Chiefs Association

2019 Volunteer/Combination Officer Conference

Normal Illinois – September 14-15, 2019

Exhibitor/Sponsorship Form

Exhibitor Data:

Company/Organization

Contact Person

Address

City State Zip

Phone Fax

Email

Cell Phone

Name Tag Request:

Name & Title

Name & Title

Name & Title

Name & Title

Return Information:

By mail with check & Certificate of Insurance:
 Illinois Fire Chiefs Association
 PO Box 7, Skokie IL 60076-0007

Fax to be invoiced or with credit card information & Certificate of Insurance to:
 847.966.0782 (IFCA office)

Email to be invoiced or with credit card information & Certificate of Insurance to:
 mgriseto@illinoisfirechiefs.org

Exhibitor Sponsorship Fees:

Sponsorship Opportunity	Fee	
		<input type="checkbox"/>
Saturday Breakfast	\$1200.00	<input type="checkbox"/>
Saturday Break	\$450.00	<input type="checkbox"/>
Saturday Lunch	\$1950.00	<input type="checkbox"/>
Saturday Night Roundtable	\$400.00	<input type="checkbox"/>
Sunday Breakfast	\$1500.00	<input type="checkbox"/>
Sunday Break	\$450.00	<input type="checkbox"/>
Sunday Lunch	\$1875.00	<input type="checkbox"/>
Vendor Table Only	\$250.00	<input type="checkbox"/>
Total		

Payment Method:

- Check Please Invoice
- Visa Master Card Discover

Card Number

Expiration Date

Name as it appears on Card

Address

Signature

Please note there is a 4% convenience fee added to credit card orders

