

EXHIBITOR REGISTRATION

NORTH CAROLINA JAIL ADMINISTRATORS' ASSOCIATION

September 23 – September 26, 2019

EMBASSY SUITES, GREENSBORO, NORTH CAROLINA

Contact Person: _____

Name of Company: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone Number: _____ Fax: _____

What Type of Business: _____

Email Address: _____

List the name of each person attending: (PLEASE PRINT – Please note that registrations includes 2 people in booth)

Additional people will be charged \$75 per person) _____

**COST OF BOOTH: \$550.00 - REGISTRATION PER BOOTH (INCLUDES 2 REGISTRATIONS)
\$75.00 - PER PERSON FOR ANY ADDITIONAL PEOPLE IN BOOTH**

INCLUDES:

- 6' DRAPED TABLE Make your hotel reservations TODAY
- 2 CHAIRS Embassy Suites - 336-668-4535 - \$116 rate - (Deadline 8-25-19)
- Meals for 2 Registration
- If you choose to bring a booth display, it must fit in the allocated area or you will need to purchase additional space prior to the event
- If you prefer to be placed in the prefunction area outside the vendor hall, please check here

> SET UP WILL BE ON MONDAY, SEPTEMBER 23, 2019 BEGINNING AT 1:00 PM – 4:00 PM. <

SET UP will be closed at 4:00 PM. (Breakdown of Vendor Hall - Tuesday between 4:00 and 6:00 PM)

CONFERENCE ENDS THURSDAY, September 26, 2019.

****Door Prizes – Door prizes will be drawn at 4:00 PM on Tuesday, September 24. To accommodate everyone, there will be a signup sheet at the NCJAA registration desk to sign up the time you would like for the drawing of your door prize****

There will be a pre-convention meeting for exhibitors only on Monday afternoon; you will be notified prior to the event of the exact time.

******BOOTH SPACE WILL BE ON A FIRST COME, FIRST SERVED BASIS******

DON'T BE LEFT OUT! SPACE IS LIMITED AND WE ANTICIPATE AN EARLY SELL OUT

> Please note: Due to limited space, your booth display must fit in the allotted space – no exceptions. <

_____ SPACES @ \$550/EACH TOTAL PAYMENT: \$ _____

_____ Additional people in booth (\$75.00 per person over 2)

SPECIAL REQUESTS:

IT IS IMPERATIVE THAT YOU LET NCJAA KNOW IN ADVANCE ANY SPECIAL REQUESTS OR NEEDS.

DO YOU NEED ELECTRICITY? _____ YES _____ NO NUMBER OF OUTLETS: _____

OTHER NEEDS: _____

Sponsorship Opportunities are available –call the NCJAA for details – 919-876-0687

CUT OFF FOR REGISTRATION WILL BE SEPTEMBER 14, 2019. MAIL EXHIBITOR REGISTRATION FORM AND PAYMENT TO: NCJAA, P.O. BOX 41368, RALEIGH, NC 27629

**** Note ** - NCJAA now accepts credit cards! If you would like to pay thru paypal using a credit card, please include your email address and an invoice will be forwarded to you.**