

**EXHIBITOR REGISTRATION**

**NORTH CAROLINA JAIL ADMINISTRATORS' ASSOCIATION**

**September 23 – September 26, 2024**

**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: \$650.00 – 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 - Rates begin at \$124.00 - (Deadline 9-1-24)
- 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, 2024 BEGINNING AT 1:00 PM – 4:00 PM. <**

SET UP will be closed at 4:00 PM. (Breakdown of Vendor Hall - Tuesday between 2:00 and 3:00 PM)

CONFERENCE ENDS THURSDAY, September 26, 2024.

\*\*\*\*Door Prizes – Door prizes will be drawn at 2:00 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 @ \$650/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 – elaine@execman.net

**CUT OFF FOR REGISTRATION WILL BE SEPTEMBER 13, 2024. MAIL EXHIBITOR REGISTRATION FORM AND PAYMENT TO: NCJAA, P.O. BOX 41368, RALEIGH, NC 27629 or email elaine@execman.net**

**\*\* 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.**