



# Texas Jail Association

Providing a distinct & unified voice for corrections officers in local jails.

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Sharese Hurst, Executive Director · Correctional Management Institute of Texas · 936.294.1687 · sharese@shsu.edu

April 18, 2024

Dear Potential Exhibitor,

Enclosed is information regarding the **2024 Jail Management Issues Conference**. This training will bring together over 350 jail professionals at the Galveston Island Convention Center in Galveston, Texas, September 9–13, 2024. We hope you will join us this year and take advantage of the chance to make some new contacts with jail personnel and sheriffs from across the state.

The price of a booth will be **\$1000 until the close of business on June 30, 2024**. From July 1, 2024 to the start of the conference, booths will be \$1,200, so book early for the discounted rate. Your exhibit fee will include a 10' x 10' exhibit, three company representatives per booth, with a six-foot, draped table and two chairs. The exhibit hall is not carpeted. Additional exhibit personnel from your company may register for an extra \$100 per person. Representatives can attend all the functions of the conference. **For TV monitors or other audiovisual equipment contact The Events Company at 936-419-9946**. They also fulfill all rigging needs.

## EXHIBITS

**Exhibits will be located on the first floor in Exhibit Hall B. All breakfast and refreshment breaks during exhibit hours are in Exhibit Hall B. Exhibitors must set-up Monday, September 9th from 1:00pm to 4:00pm. Exhibits will open at 4:00pm and a Welcome Reception will take place in the exhibit hall from 4:00pm to 5:30pm.** The exhibit area will be open Tuesday at 7:30am for breakfast and will close at 3:00pm. We will reopen on Wednesday at 7:30am and close at 10:30am. Takedown time will be from 10:30am–2:00pm. We encourage all exhibitors to attend our Thursday Evening Dinner and Social. This is an opportunity to mingle with the participants in the Convention Center Ballroom on September 12th from 7:00pm–12:00am. **NO on-site sales are permitted in the Exhibit Hall.**

You may select your preferred booth(s) using the interactive exhibitor floor plan available on the TJA website. **Booths will be assigned on a first come, first serve basis as contracts and payments are received.** Please have your exhibit fee sent to our headquarters as soon as possible in order for TJA to ensure full utilization of exhibit hall space. Only a limited number of spaces will be available, so do not delay making your reservations for a booth and a hotel room.

**If you need special accommodations for your booth, please contact Sharese Hurst at (936) 294-1687. For those exhibitors that have an outstanding bill from a previous conference, that balance must be paid before a booth will be assigned. All booth fees must be paid within 30 days of registering or a late fee of \$200 will be applied.**

## **SPONSORSHIP**

In addition to exhibiting your products, **or even if you are not able to attend the conference**, please consider sponsorship of conference events as another means of conveying your message to attendees. These events are well attended and sponsors generate a great deal of goodwill through the provision of such amenities. Companies that want to be in the limelight of the Association and receive special recognition for their level of participation at the conference should fill out the Sponsorship Form and return it as soon as possible. **Signage denoting sponsorship will be provided during the conference.**

## **DOOR PRIZES**

If you cannot join the sponsors, but would like to provide a door prize, please indicate that on your application.

## **SHIPPING INFORMATION**

If you need assistance with AEX/Texas Expo Online Ordering, please call Customer Service at 609-272-1600 or email Customer Service at [Orders@TexasXPO.com](mailto:Orders@TexasXPO.com).

**AEX/Texas Expo will accept crated, boxed, or skidded materials beginning Monday, September 2, 2024, between the hours of 9:00am–3:00pm.**

### **Warehouse Shipping Address:**

AEX/Texas Expo Advanced Warehouse:  
Texas Jail Association 2024 JMI Conference  
Exhibiting Company Name / Booth Number  
c/o AEX Services / Texas Expo  
4610 S Sam Houston Pkwy W  
Suite 520  
Houston, TX 77053

### **Direct to Facility (GICC):**

Galveston Island Convention Center  
Texas Jail Association 2024 JMI Conference  
Exhibiting Company Name / Booth Number  
c/o AEX Convention Services  
5600 Seawall Blvd.  
Galveston, TX 77551

**Shipments will be received at the Galveston Island Convention Center ONLY on: Monday, September 9, 2024 between 1:00pm–4:00pm.**

**Please note:** All items and materials that must be brought into the facility may be subject to Material Handling Charges and are the responsibility of the Exhibitor. This also applies to items not ordered through the Official Show Vendors.

We are planning a great conference and hope you will be a part of it. Please feel free to contact us should you have questions or require assistance. See you in Galveston!



### **Sharese Hurst, Executive Director**

Texas Jail Association  
(936) 294-1687  
[sharese@shsu.edu](mailto:sharese@shsu.edu)

TJA MERCHANDISE

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# TEXAS JAIL ASSOCIATION

## 2024 JAIL MANAGEMENT ISSUES EXHIBITION CONTRACT

Galveston Island Convention Center | September 9-13, 2024 | Galveston, Texas

**Instructions:** Complete all information blanks. Sign, date, and mail with check made payable to Sam Houston State University/ Texas Jail Association (SHSU/TJA), Sam Houston State University, George J. Beto Criminal Justice Center, Huntsville, TX 77341-2296. Credit card payments can be made by visiting [www.cmitonline.org/tjapayment](http://www.cmitonline.org/tjapayment).

Signed contract must be received in order to reserve exhibit space. You may fax your contract to 936.294.1671 or email to [sharese@shsu.edu](mailto:sharese@shsu.edu). Your payment must be received within 30 days, or your booth space may be released or you may be charged a late fee of \$200. If you need to discuss payment options, booth locations, special sponsorships, or special needs such as large equipment, contact Sharese Hurst at 936.294.1687. If Exhibitor has an outstanding balance from a previous conference, that balance must be paid before a booth may be assigned.

Date \_\_\_\_\_

Company Name to be listed on signage \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Title \_\_\_\_\_ Signature \_\_\_\_\_

I have enclosed a check or purchase order in the amount of \$ \_\_\_\_\_

### BOOTH PREFERENCE

1st Preference # \_\_\_\_\_ 2nd Preference # \_\_\_\_\_ 3rd Preference # \_\_\_\_\_ 4th Preference # \_\_\_\_\_

Exhibitor desires a total of \_\_\_\_\_ booth(s); for a total of \$ \_\_\_\_\_ payable within 30 days of contract. If payment has not been received within 30 days a late fee of \$200 will be incurred.

A standard indoor booth is \$1000 prior to July 1, 2024 and \$1,200 after this date.

**This amount is for booth space only.** Any sponsorships for events or other activities will be an additional fee.

Exhibit spaces are 10' X 10' with a 6' table and 2 chairs. The exhibit hall is not carpeted.

Names of firm representative(s) attending booth. (Each booth entitles you to 3 company representative registrations) Additional representative registrations will be \$100 each (both preregistered or onsite).

Name 1: \_\_\_\_\_ Title: \_\_\_\_\_

Name 2: \_\_\_\_\_ Title: \_\_\_\_\_

Name 3: \_\_\_\_\_ Title: \_\_\_\_\_

Texas Jail Association, referred to hereinafter as "TJA" and the undersigned firm, referred to hereinafter as "Exhibitor" and Galveston Island Convention Center, referred to hereinafter as "Exhibit site" agree to as follows:

1. TJA will provide exhibit space in accordance with items listed below:
2. Booths will be assigned on a first-come, first-served basis.
3. Exhibitor accepts TJA's offer and requests the above booth(s) according to the enclosed diagram.
4. Area of expertise \_\_\_\_\_
- a. Is there a company(s) that you would prefer to be placed next to?  
\_\_\_\_\_
- b. Is there a company that you do NOT want to be placed next to?  
\_\_\_\_\_
- c. Do you need electricity from Encore/ Galveston Island Convention Center?  Yes  No
5. Any name badge changes received prior to August 15, 2024 will be made at no charge. **Changes after that date, as well as onsite, will be \$10 each and due at time change is made.**
6. Exhibitor understands there could be other charges for electrical power, carpeting, special decorations, shipping & storage, and handling.
7. Exhibitor will accept booth space assignment as determined by the Executive Director of TJA.
8. Exhibitor may, if he/she desires, cancel the agreement and receive a full refund, minus a service charge of \$200, if written request is received by July 1, 2024. **No refunds will be granted after this date.**
9. TJA reserves the right to refuse any exhibit or Exhibitor and further reserves the right to shut down any exhibit or Exhibitor for breach of this agreement, or for cause.
10. Exhibit spaces are 10' wide with a 6' table and 2 chairs. Exhibit hall is not carpeted. Set up time will be Monday, September 9, 2024 beginning at 1:00pm and ending at 4:00pm at the Galveston Island Convention Center.
12. Are you willing to provide a prize to be given away during the Wednesday morning break?  
 Yes  No
13. Are you willing to sponsor/co-sponsor an event at the conference?  Yes  No

*If you would like to sponsor/co-sponsor an event at the conference, please complete the Sponsor-shop Contract indicating what you wish to sponsor and your commitment level.*

**Please Note: Any Sponsor fees are in addition to the Exhibit Fees outlined above.**

**Please copy form and return original along with payment to:**

TJA, Sam Houston State University, George J. Beto Criminal Justice Center, Huntsville, TX 77341-2296.

**You may fax or email contract to:**

Fax: 936.294.1671 Email: sharese@shsu.edu

**Credit card payments can be made by visiting [www.cmitonline.org/tjapayment](http://www.cmitonline.org/tjapayment)**



# TEXAS JAIL ASSOCIATION

## 2024 JAIL MANAGEMENT ISSUES EVENT SPONSORSHIPS

Galveston Island Convention Center | September 9-13, 2024 | Galveston, Texas

One way to convey your support of TJA is to sponsor a conference event for the attendees. Sponsorships of these events allow TJA to spend our dollars during the year on vital educational training for our membership.

Sponsors of these events will be recognized for their generous contributions. Events will be assigned on first come, first served basis. Indicate choice by placing a number in the corresponding blank with #1 being first choice. Please consider sponsoring/co-sponsoring one or more of the following events for our attendees

EVENT	FULL SPONSORSHIP	CO-SPONSORSHIP
<b>Participant Bags*</b>	_____ (\$5,000)	No Co-Sponsorship Available
<b>Participant Swag*</b>	_____ (\$5,000)	No Co-Sponsorship Available
<b>Speaker Sponsorships*</b>	_____ (\$1,500)	_____ ( \$_____ ) \$500 increments
<b>MONDAY, SEPTEMBER 9<sup>TH</sup></b>		
Morning Refreshment Break	_____ (\$4,000)	_____ ( \$_____ ) min \$500
Afternoon Refreshment Break	_____ (\$4,000)	_____ ( \$_____ ) min \$500
<b>TUESDAY, SEPTEMBER 10<sup>TH</sup></b>		
Morning Refreshment Break	_____ (\$4,000)	_____ ( \$_____ ) min \$500
Afternoon Refreshment Break	_____ (\$4,000)	_____ ( \$_____ ) min \$500
<b>WEDNESDAY, SEPTEMBER 11<sup>TH</sup></b>		
Morning Refreshment Break	_____ (\$4,000)	_____ ( \$_____ ) min \$500
Afternoon Refreshment Break	_____ (\$4,000)	_____ ( \$_____ ) min \$500
<b>THURSDAY, SEPTEMBER 12<sup>TH</sup></b>		
Morning Refreshment Break	_____ (\$4,000)	_____ ( \$_____ ) min \$500
Afternoon Refreshment Break	_____ (\$4,000)	_____ ( \$_____ ) min \$500
Thursday Night Entertainment	_____ (\$3,000)	_____ ( \$_____ ) min \$500
Thursday Night Dinner	_____ (\$8,000)	_____ ( \$_____ ) min \$500
<b>FRIDAY, SEPTEMBER 13<sup>TH</sup></b>		
Breakfast Speaker	_____ (\$1,500)	_____ ( \$_____ ) \$500 increments

\*for full details, contact [sharese@shsu.edu](mailto:sharese@shsu.edu)

Company Name to be listed on signage\*\* \_\_\_\_\_

\*\*Please provide your company logo in a scalable vector format (.eps, .ai, .svg or .pdf)

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Website \_\_\_\_\_

Title \_\_\_\_\_ Signature \_\_\_\_\_

I have enclosed a check or purchase order in the amount of \$ \_\_\_\_\_ for this sponsorship.

# DIGITAL WORKBOOK AD SIZES

As the Texas Jail Association has moved away from physical workbooks, we are also updating our ad sizes to ensure that our vendors are able to be presented at their very best in our digital workbook. Please reference this page for the sizes we request for your advertisement in our digital workbook. These ads are for the **digital workbook ONLY** and not for the conference app.



## LARGE AD

600px wide  
1000px high

Available to Presidential  
& Platinum Sponsors



## MEDIUM AD

600px wide  
500px high

Available to  
Gold Sponsors



## BANNER AD

600px wide  
250px high

Available to  
Silver Sponsors

All Digital Ads will be set as links directing to the exhibitor's company website.

**Please submit your ads in a high-resolution PDF or JPG format with no bleeds or crop marks. A vector format (resizable SVG or EPS) is ideal. Animation accepted (no video.)**

Small text or long bodies of text may not be readable on small screens. We recommend taking advantage of large font sizes, bold colors and big graphics to make your ad stand out.

These ads are for the **digital workbook ONLY** and not for the conference app.



## Utility Service Order Form

Name of Exhibition or Show: \_\_\_\_\_

Exhibitor's Name: \_\_\_\_\_ Booth Number: \_\_\_\_\_

Exhibitor Company/Organization: \_\_\_\_\_

Date of Show: \_\_\_\_\_ Phone: \_\_\_\_\_

Method of Payment: \_\_\_\_\_

### **Electrical Current Charges:**

Should it be necessary to hook up power to any devices, machinery and/or equipment, a labor order must be placed with your coordinator in advance. Estimated electrical usage per circuit is included in the total price. **ALL PRICES ARE SUBJECT TO CHANGE.**

**Deadline for service request is seven (7) days prior to arrival. PLEASE NOTE THAT IF PAID ON PROPERTY, THERE WILL BE AN INCREASE IN PRICE OF \$25.00(plus tax).**

<u>Quantity/Requirements</u>	<u>Unit Charge (tax included)</u>	<u>Total</u>
_____ 110 volts/20 amps (1 Standard Outlet/Shared)	\$ 102.84 (per outlet/per day)	\$ _____

### **Enhanced Power Needs: Quantity/Requirements**

_____ 208 volts (1 Duplex Outlet)	\$ 270.63 (per outlet/per day)	\$ _____
_____ 200 amps (3 phase)	\$ 324.75 (per outlet/per day)	\$ _____
_____ 400 amps (3 phase)	\$ 649.50 (per outlet/per day)	\$ _____

**\*Enhanced Power, will need to know specific outlet information:** \_\_\_\_\_

- THE CONVENTION CENTER RESERVES THE RIGHT TO LIMIT ANY AVAILABLE POWER SUPPLY.

### **Internet Charges:**

<u>Quantity/Item</u>	<u>Unit Charge (tax included)</u>	<u>Total</u>
_____ Wired (TI) Highspeed Internet Line	\$324.75 (per day/per line)	\$ _____

- The Convention Center provides complimentary wireless internet.

**Electrical and/or Internet: Please email this form along with the credit card authorization form to [lclemons@ldry.com](mailto:lclemons@ldry.com)**

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**AV, Rigging, or Other Items Noted Below will be provided by: The Events Company**

Power-Strips, Extension Cords, Monitors, or any Audio-Visual Equipment

**Please Note: All Rigging at the Convention Center is handled by The Events Company**

For pricing information and/or to order any AV, Rigging, Cords, etc., please contact:

Kaylye Hall at [kaylye.hall@ldry.com](mailto:kaylye.hall@ldry.com) or Cell 936 419 9946

Rodney Whitaker at [Rodney.whitaker@ldry.com](mailto:Rodney.whitaker@ldry.com) or Cell 346 289 9364

Office Line 409 744 1500 ext. 2851

**(Do not email your electrical needs to either of these emails, please use the email noted above or on the CC Form)**





**CREDIT CARD BILLING AUTHORIZATION FORM**

**DATE:** \_\_\_\_\_

**CONVENTION NAME:** \_\_\_\_\_

**CONVENTION DATES:** \_\_\_\_\_

**EXHIBITOR COMPANY/ORGANIZATION:** \_\_\_\_\_

**EXHIBITOR BOOTH NUMBER:** \_\_\_\_\_

**CONTACT NAME:** \_\_\_\_\_

**CONTACT PHONE:** \_\_\_\_\_

**CONTACT EMAIL:** \_\_\_\_\_

**NAME ON CREDIT CARD:** \_\_\_\_\_

**CARD:**  MASTER CARD,  AMERICAN EXPRESS,  VISA,  DISCOVER, OR  DINERS CLUB

**CARD NUMBER:** \_\_\_\_\_

(If you prefer to call with your credit card number, please note on the above line "will call" electrical will not be ordered until cc # is on file)

**EXPIRATION DATE:** \_\_\_\_\_ **CVV CODE:** \_\_\_\_\_

**AMOUNT APPROVED FOR BILLING: \$** \_\_\_\_\_

**AUTHORIZED SIGNATURE:** \_\_\_\_\_

Please complete and fax forms to Lisa Clemons at (409) 744 6913 or email them to [lclemons@ldry.com](mailto:lclemons@ldry.com). If you have any questions, please contact me at **(409) 740 8686**. To send payment in advance via check, mail to Galveston Island Convention Center (c/o: The San Luis Resort) 5222 Seawall Blvd., Galveston, TX 77551. Attention: Lisa Clemons/Conference Planning. Please make sure to include with the check this form or the name and date of the exhibition.

**PLEASE NOTE THE ABOVE ADDRESS IS NOT THE CONVENTION CENTER RECEIVING ADDRESS.**

*If shipping items please use this address: Galveston Island Convention Center, (Name of Group/Name of Guest or Exhibitor), 5600 Seawall Blvd., Galveston, TX 77551 for receiving shipments. Please note if you do ship to the center, shipments are not allowed to arrive more than 3 days before the event begins. For shipping out, you will need to prepare your item for shipping and call in to schedule the pick-up. Shipments are stored in the back of the center-loading dock area- by security, directions can be given upon your arrival.*

Please note if you order electrical on-site there will be an additional charge for late orders, no exceptions.

If you would like a receipt emailed to you, (emails are sent out after the event concludes) please print clearly your email address here: \_\_\_\_\_

# 2024 JMI CONFERENCE EXHIBITOR LEVELS

*A late fee of \$200 will be incurred after July 1, 2024.*

## **PLATINUM - \$6,000** (\$6,200 after 7/1/2024)

- One (1) exhibit booth at conference, premium location
- Six (6) company representatives
- Recognition in the conference app and digital conference program
- One (1) large ad (300px wide x 500px tall) in digital conference workbook

## **GOLD - \$3,000** (\$3,200 after 7/1/2024)

- One (1) exhibit booth at conference, premium location
- Five (5) company representatives
- Recognition in the conference app and digital conference program
- One (1) medium ad (300px wide x 250px) in digital conference workbook

## **SILVER - \$2,000** (\$2,200 after 7/1/2024)

- One (1) exhibit booth at conference
- Recognition in the conference app and digital conference program
- One (1) banner ad (300px x 125px) in digital conference workbook

## JERRY BAGGS SCHOLARSHIP FUNDRAISER GAME

# It's 5 o'clock Somewhere



Take advantage of this guaranteed chance to interact with TJA's conference participants. Each sponsoring vendor will receive an image for each participant to fill out his or her scavenger hunt objectives. This guarantees the attendee will make contact with participating vendors.

There will be cash prizes for the winner's drawing. The prizes will be funded out of the sponsorship money, and all remaining proceeds will go to the Jerry Baggs Scholarship Fund.

## **PARTICIPATION IS ONLY \$200 PER BOOTH**

**For more information:** Sharese Hurst • [sharese@shsu.edu](mailto:sharese@shsu.edu) • 936.294.1687