



TEXAS JAIL ASSOCIATION

Correctional Management Institute of Texas
Sam Houston State University
Huntsville, TX 77341-2296

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

Dear Exhibitor,

It is hard to believe, but the **39th Annual Texas Jail Association Conference** is right around the corner. We hope you will join us this year in San Marcos to take advantage of the chance to make new contacts with jail personnel and sheriffs from across the state. This conference will be held at the Embassy Suites, April 28–May 2, 2025 in San Marcos, Texas.

A standard indoor booth will be **\$1000 until 5:00pm on January 15, 2025**. From January 16, 2025, to April 28, 2025, a standard booth will be \$1,200, so book early for the discounted rate. Your standard booth exhibit fee will include **three (3)** company representative registrations per booth, with a six-foot (6') draped table and two chairs, as well as a computerized list of conference attendees. Additional representatives from your company may register for an extra \$100 per person. Representatives can attend all functions at the conference.

If you need electrical service, internet/telephone access, or audiovisual equipment for your exhibit space, **fill out the attached form and email it directly to Embassy Suites Event Technology at SanMarcosExhibitor@atriumhospitality.com**. The exhibit hall is carpeted.

A link to Embassy Suites Event Technology will be available on the TJA website. This link will describe general information on receiving, storage and shipping services. These services can be ordered in advance at a discounted rate prior to April 1, 2025.

EXHIBITS AND SPONSORSHIPS

Exhibits will be located inside the Veramendi Ballroom, where attendee refreshments will be served. All exhibits and lunches will need to be set up Tuesday, April 29th between 7:00AM and 11:30AM. Exhibits will open on Tuesday, April 29th at 11:30AM with the Presidential Lunch and close that evening at 5:00PM. Exhibits will re-open on Wednesday, April 30th at 8:00AM for exclusive exhibit time until 11:30AM. Booth take down will begin at 12:30PM.

**** Do not breakdown your booth prior to 12:30pm.****

Along with exhibiting your products, or even if you are unable to attend the conference, please consider **sponsorship of conference events (see attached Event List)** 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 featured by the Association and receive special recognition for their level of participation in the conference should fill out the Sponsorship Opportunity Form and return it as soon as possible. **Signage denoting sponsorship will be provided at all events and in the hotel lobby. In addition, all companies sponsoring events will be recognized in the digital conference workbook and on the conference app.** If you cannot join the sponsors, but want to provide a prize during the exhibit hall hours, please indicate that as well so we may plan accordingly.

You may select your preferred booth(s) using the Interactive Exhibit Hall floor plan available on the

TJA website. Spaces will be assigned as contracts are received on a first come, first served basis.

Payment must be received within 30 days of the booth assignment or the booth will be released. Only a limited number of spaces will be available, so do not delay in making your reservations for a booth and a hotel room. For those vendors that have an outstanding bill from a previous conference, that balance must be paid before a booth may be assigned.

Hospitality Suites will be available through TJA at the Embassy Suites San Marcos for \$400 a night. Contact Sharese Hurst at sharese@shsu.edu for more information.

HOTEL INFORMATION

A room block for exhibitors has been reserved at the Holiday Inn Express & Suites San Marcos South. **Be sure to book your hotel room early by calling (512) 392.6355.** Overflow hotel options will be available, and information about these hotels is posted on www.texasjailassociation.com. Shuttle service to the Embassy Suites will be available.

SHIPPING INFORMATION

All Exhibit shipments should be sent to the Embassy Suites. Full shipping information and instructions will be included in the Embassy Suites Exhibitor Kit, which is available via link on the TJA website under Vendor Conference Information.

All vendor information can also be found on our website at www.texasjailassociation.com under the Vendor tab, along with availability of booth space on the **Interactive Map**. We look forward to another great conference. Please feel free to contact me should you have questions or require assistance. See you in San Marcos!

Dates: April 28–May 2, 2025

Set Up: Tuesday, April 29th between 7:00AM and 11:30AM

Breakdown: April 30th at 12:30PM

Exclusive Exhibit Times: April 29th 11:30AM–1:00PM & April 30th 8:30AM–11:30AM

Location: Veramendi Ballroom, Embassy Suites, San Marcos, Texas

Anticipated Attendance: 500-600 attendees

Exhibit Dates and Times: Tuesday, April 29th 11:30AM to 5:00PM &
Wednesday, April 30th at 8:00AM to 11:30AM

Sincerely,



Sharese Hurst, Executive Director
Texas Jail Association
936-294-1687



EXHIBITION CONTRACT

39TH ANNUAL CONFERENCE

April 28–May 2, 2025 | San Marcos, TX

Complete all information blanks. Sign, date, and email to sharese@shsu.edu. Checks should be made payable to Sam Houston State University/ Texas Jail Association (SHSU/TJA). Checks should be mailed to: 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.

Signed contract must be received in order to reserve exhibit space. **Your payment must be received within 30 days, or your booth space may be released.** 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 _____

Title _____ Signature _____

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

I have paid online in the amount of \$ _____

LOCATION 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.

A standard indoor booth is \$1000 prior to January 15, 2025 and \$1,200 after this date. This amount is for booth space only. Any sponsorships for events, golf, or other activities will be an additional fee.

Exhibit spaces are 8' X 10' with a 6' table and 2 chairs. The exhibit hall is 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 changes after April 1, 2025 will be \$25 each.

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 Embassy Suites, 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 following 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 Embassy Suites? Yes No

If yes, please fill out the attached form and return to Event Technology.

5. Any name badge changes received prior to March 30, 2025 will be made at no charge. **Changes after that date, as well as onsite will be \$25 each and due at time change is made.**
6. Exhibitor understands there could be other charges for electrical power, internet, telephone, special decorations, shipping and storage/handling.
7. Exhibitor will accept booth space assignment as determined by the Executive Director of TJA.
8. All booths will remain as set by Embassy Suites San Marcos. No altering of pipe and drape will be allowed unless approved by TJA Executive Director.
9. Exhibitor may, if he/she desires, cancel the agreement and receive a full refund, minus a service charge of \$300, if written request is received by February 15, 2025. No refunds will be granted after this date.
10. 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.
11. Exhibitor declares: a) Value of Exhibit at: \$_____ b) Net Weight of Exhibit: _____
12. 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 Sponsorship Contract indicating what you wish to sponsor and your commitment level.

All "Signature" sponsors should contact Sharese Hurst, so that all arrangements are clear to both parties. "Signature" sponsors should also submit their company logo in high resolution. Scalable vector format (SVG or EPS) is ideal.

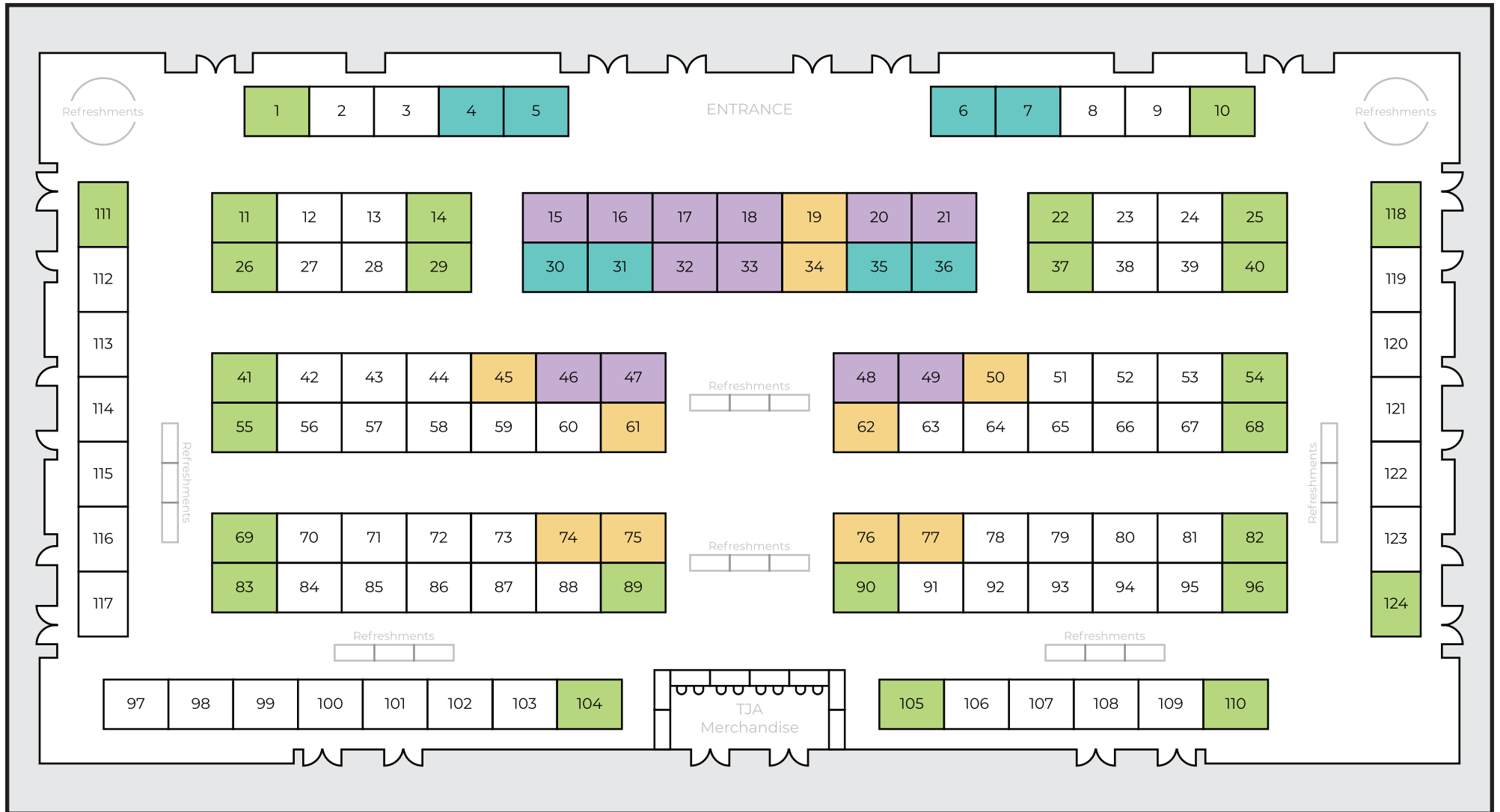
Please Note: Any Sponsor fees are in addition to the Exhibit Fees outlined above.

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. Fax: 936.294.1671.

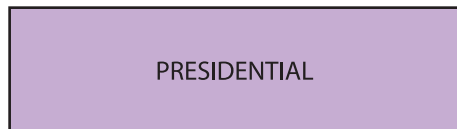
*For advertisements to be placed in the Digital Program Book, it must be received in High Resolution PDF, SVG or EPS format by February 1, 2025. **The dimensions of a full page ad should be 8.5" x 11", half page ad should be 8.5" x 5.5" and quarter page ad should be 8.5" x 2.75".**

Texas Jail Association - 39th Annual Conference

April 28– May 2, 2025 • Embassy Suites • Veramendi Ballroom • 1001 E. McCarty Lane, San Marcos, TX 78666



To check up to date booth availability, visit www.texasjailassociation.com/vendor-map/annual.php





SPONSORSHIP OPPORTUNITIES

39TH ANNUAL CONFERENCE

April 28–May 2, 2025 | San Marcos, TX

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 in accordance with the designations on the following page. Events will be assigned on first come, first served basis. The previous year's sponsors of signature events have first right of refusal for that event.

Company Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Title _____ Signature _____

I have enclosed a check in the amount of \$ _____ for this sponsorship.

AVAILABLE SPONSORSHIPS

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. If choosing to co-sponsor an event or promotion, please enter in the amount (if applicable) you would like to support.

Please Note: Sponsorships DO NOT include exhibit space, unless otherwise noted.
***Denotes a signature event/promotion.**

Event/Promotion	#	Full Sponsorship	#	Co-Sponsorship
MONDAY				
Golf Tournament*		NOT APPLICABLE		\$_____ \$1000 min
Jack Crump Scholarship BBQ Fundraiser*		\$5,000		\$2,500
TUESDAY				
Morning Refreshment Break		\$7,500		\$_____ \$1000 min
Afternoon Refreshment Break		\$7,500		\$_____ \$1000 min
Presidential Lunch*		\$10,000		\$_____ \$1000 min
Cornhole Tournament Snacks		\$5,000		\$_____ \$1000 min

Event/Promotion	#	Full Sponsorship	#	Co-Sponsorship
WEDNESDAY				
Morning Refreshment Break		\$7,500		\$_____ \$1000 min
Mid-Morning Refreshment Break		\$5,000		\$_____ \$1000 min
Afternoon Refreshment Break		\$7,500		\$_____ \$1000 min
Cornhole Tournament Snacks		\$5,000		\$_____ \$1000 min
THURSDAY				
Morning Refreshment Break		\$7,500		\$_____ \$1000 min
Afternoon Refreshment Break		\$7,500		\$_____ \$1000 min
Awards Banquet Dinner*		\$25,000		\$_____ \$1000 min
Awards Banquet Entertainment*		\$3,000		\$_____ \$1000 min
Awards Banquet Beverages*		\$3,000		\$_____ \$1000 min
Cornhole Tournament Snacks		\$5,000		\$_____ \$1000 min
FRIDAY				
Morning Beverage Break		\$5,000		\$_____ \$1000 min
ADDITIONAL SPONSORSHIP OPTIONS				
Exhibit Hall Game*		\$200 (per booth)		NOT APPLICABLE
Conference Lanyards*		\$1,500		\$_____ \$1000 min
Participant Swag*		\$5,000		\$_____ \$1000 min
Speaker Sponsorships*		\$1,500		\$_____ \$500 increments

All event and promotion sponsors are recognized on conference signage, the digital workbook, conference workbook and the pre-session powerpoint slideshow. All event and promotion sponsors (with the exception of the exhibit hall game sponsors) will be recognized with their logo and company website displayed.

In order to be recognized on signage, a logo must be received in a scalable SVG, EPS or PDF format by March 1, 2025. A large, high-resolution JPG is acceptable if vector is not available but is not recommended for best results.

39th TJA CONFERENCE EXHIBITOR LEVELS

PRESIDENTIAL - \$9,000

- Two (2) Exhibit booths at annual conference, premium location
- One (1) Exhibit booth at JMI conference, first choice location with four (4) company representatives
- Eight (8) company representative at annual conference
- First opportunity to book hospitality suite for annual conference
- Recognition in the conference app and digital conference program
- One (1) full-page ad (8.5' wide x 11" tall) in annual and JMI digital conference workbook
- Complimentary Banner on the TJA Website
- Full-page color ad in all publications of Key Issues during year of sponsorship (3-4 issues)
- Main Banner Display on mobile app displayed at each conference
- Company recognized at the TJA Annual Awards Banquet
- Reserved seating at the TJA Awards Banquet for company employees and guests
- Recognition on conference signage
- Selected TJA Merchandise
- One year business membership
- Privilege of staying at Embassy Suites (host hotel) — maximum of 3 rooms

PLATINUM - \$6,000

- Two (2) exhibit booths at conference, premium location
- Six (6) company representatives
- Recognition in the conference app and digital conference program
- One (1) full-page ad (8.5' wide x 11" tall) in digital conference workbook
- Full-page company ad in two (2) issues of Key Issues
- Company recognized during the TJA Annual Awards Banquet
- Selected TJA merchandise
- One year business membership
- Privilege of staying at Embassy Suites (host hotel) — maximum of 2 rooms

GOLD - \$3,000

- One (1) exhibit booth at conference, premium location
- Five (5) company representatives
- Recognition in the conference app and digital conference program
- One (1) half-page ad (8.5" wide x 5.5" tall) in digital conference workbook
- Half-page company ad in two (2) issues of Key Issues
- Company recognized during the TJA Annual Awards Banquet
- Selected TJA merchandise
- One year business membership

SILVER - \$2,000

- One exhibit booth at conference
- Recognition in the on-site conference program
- One (1) quarter-page ad (8.5" wide x 2.75" tall) in digital conference workbook
- One year business membership

JERRY BAGGS SCHOLARSHIP FUNDRAISER GAME

Fossils of Texas

Take advantage of this guaranteed chance to interact with TJA's conference participants.

Each sponsoring vendor will receive an image necessary for each participant to fill out his or her game card. 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.

Sponsorship is only \$200 per booth

For more information:

Sharese Hurst

sharese@shsu.edu | 936.294.1687

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

8.5 inches wide
11 inches high

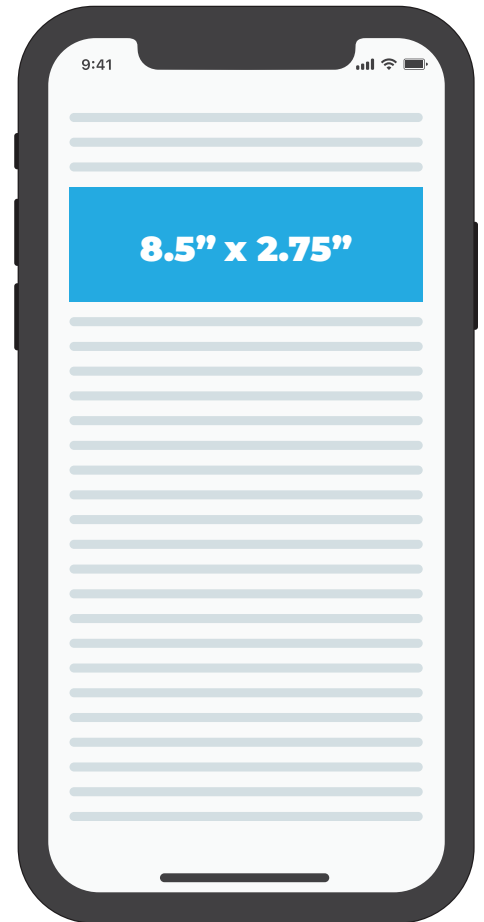
Available to Presidential
& Platinum Sponsors



MEDIUM AD

8.5 inches wide
5.5 inches high

Available to
Gold Sponsors



BANNER AD

8.5 inches wide
2.75 inches 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.