EXHIBITION CONTRACT

41ST ANNUAL CONFERENCE

April 26 – 30, 2027 | Frisco, 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 a $200 late fee will be assessed. If payment is not received after the second invoice, 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

Exhibitor accepts TJA's offer and requests the following booth(s) according to the enclosed diagram.

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 booth is $1,200 prior to January 16, 2027 and $1,400 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, 2027 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. If your assigned booth is not paid for within 30 days of assignment, your booth may be reassigned to another company.
3. 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.****

4. Any name badge changes received prior to April 1, 2027 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.**
5. Exhibitor understands there could be other charges for electrical power, internet, telephone, special decorations, shipping and storage/handling.
6. Exhibitor will accept booth space assignment as determined by the Executive Director of TJA.
7. All booths will remain as set by Embassy Suites Frisco. No altering of pipe and drape will be allowed unless approved by TJA Executive Director.
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 February 15, 2027. 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. Exhibitor declares: a) Value of Exhibit at: $_____ b) Net Weight of Exhibit: _____
11. 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 Sponsorshop 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.

To reserve your booth, please complete the contract and email to sharese@shsu.edu. You can pay online using this link, www.cmitonline.org/tjapayment. All checks should be mailed to the following address within 30 days of receiving your confirmation of booth assignment. 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, 2027. **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".**