



OREGON VOLUNTEER FIREFIGHTERS ASSOCIATION

“Representing Those Who Volunteer”

Thank you for your interest in supporting the 59th Annual OVFA Training Conference in Lebanon, Oregon, June 14-17, 2017 at Boulder Falls Conference Center / Best Western Boulder Falls Inn 505 Mullins Dr, Lebanon, OR 97355.

The mission of OVFA is to bring quality training to the volunteers throughout the state at an affordable price. We could not do it without the support of our sponsors and vendors and we thank you.

Please see details below for opportunities to be a sponsor, a vendor or to advertise your company's offerings to conference attendees.

Vendor booth set-up and large apparatus move-in:

Full Conference Vendor Set-up (exhibit time Thursday, 7:00am to Saturday, 9:00am)

- Wednesday, June 14, 2:00pm-6:00pm, prior to Welcome BBQ ***OR*** Thursday 9:00am or later.
 - Disassemble following breakfast on Saturday morning, 9:00am

Vendor Night Only Set-up (exhibit time Thursday 4:30pm to 9:00pm)

- Thursday, June 15, 9:00am – 3:30pm:
 - Disassemble following vendor night event, 9:00pm

Food and Beverage No outside food or beverages may be distributed by exhibitors, with the exceptions of individually wrapped candies, prepackaged merchandise and approved food vending.

Care of Building and Equipment Exhibitors or their agents must not injure or deface the walls or floors of the building, the booths, or the equipment of the booths. If such damage appears, the exhibitor is liable to the owner of the damaged property. All materials used in exhibiting must be flame proof. Combustible materials or explosives are not permitted within the confines of the exhibiting area

Cancellation of Exhibit Space The OVFA may cancel an exhibitor for breach of any rules or regulation as spelled out in this document. If an exhibitor is cancelled for cause resulting from negligence or non-compliance with this document, OVFA reserves the right to retain all or any portion of the exhibit fee. Exhibitors wishing to cancel must do so in writing prior to May 29, 2016. Cancellations may be forwarded as follows:

Mail

OVFA
1284 Court Street NE
Salem, OR 97301

Email

Christina@ovfa.org

Fax

503-364-9919 (ATTN: OVFA)

Display of Motorized Vehicles Displayed motorized vehicles shall comply with the following and may also have to comply with any additional rules and regulations required by the Fire Marshal:

- No vehicle may be started or operated during conference hours.
- All fuel tank openings shall be locked or sealed in an approved manner to prevent escape of vapors.
- Adding or removing fuel, on site, is prohibited.
- Liquid petroleum fuel tanks shall be removed.
- Vehicles shall not be moved during show hours.

OVFA CONFERENCE APPLICATION

Please return your completed form to confirm your support. Forms can be mailed, faxed to 503-364-9919 or emailed to christina@ovfa.org

Name of Company _____
Address _____ City _____ State _____ Zip _____
Contact Person _____ Title _____
Email _____ Phone _____

Calculate Costs

Interior Vendor Spaces

Vendor night booth (Thursday Night Only)\$150.00 x _____ = \$ _____
Full Conference (Wednesday through Saturday morning)\$250.00 x _____ = \$ _____

Meals for one person are included during with registrations costs, additional meals can be purchased, please contact staff to make arrangements.

Exterior Apparatus Spaces

There will be open vendor space for apparatus, large tents, displays and equipment. The spaces available are 10' x 10' or 25' X 25'.

10 x 10 vendor space (10 available)..... \$150.00 x _____ = \$ _____
25 x 25 vendor space (4 available)\$500.00 x _____ = \$ _____

Historical Apparatus from Fire Departments can be displayed during conference with no fee.

Advertisement

Each registered attendee will receive a registration packet. Advertisement pages will be inserted in with the conference paperwork. Conference staff will need electronic ad layouts no later than June 1, 2017.

Full page ad \$100.00 x _____ = \$ _____
Half pages ad..... \$75.00 x _____ = \$ _____

Sponsorship

Want to help out additionally, not able to attend the event, but still want to show your support; options available below to sponsor a piece of the event. Sponsors will be acknowledged in the registration packet, on social media and during the event.

Scholarship Sponsor..... \$300.00 x _____ = \$ _____
Class Sponsor..... \$500.00 x _____ = \$ _____

Total Registration Cost (please add all selected fees)\$ _____

Submitted by (Signature): _____ Title _____

Print Name: _____

Please prepare name badges for the following representatives (*please print*):

Registration will be processed when full payment is received.

We accept Check, Credit Cards or Money Orders

Oregon Volunteer Firefighters Association

1284 Court Street NE, Salem, OR 97301