

# 2021 ACIC Conference

## Vendor Registration Information

In order to best assist your organization the following information is needed. We appreciate your participation in this important conference.

**Organization:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Contact Person:** \_\_\_\_\_ **Telephone:** \_\_\_\_\_

**Name of Person Attending:** \_\_\_\_\_

Will they attend Meet & Greet Wednesday, Oct 6<sup>th</sup>? Yes \_\_\_\_\_ or No \_\_\_\_\_

Will they attend lunch Thursday, Oct 7<sup>th</sup>? Yes \_\_\_\_\_ or No \_\_\_\_\_

Will they attend breakfast Friday, Oct 8<sup>th</sup>? Yes \_\_\_\_\_ or No \_\_\_\_\_

**Email:** \_\_\_\_\_

Each booth is approximately 8' X 8' with a dressed folding table and two chairs. Set up will take place between 5 PM and 10 PM on Tuesday, October 5, 2021 and between 8 AM and 12 PM on Wednesday, October 6, 2021. Exhibits breakdown/dismantle should begin after breakfast on Friday, October 8, 2021.

*\*\*\* Please Check all that Apply\*\*\**

\_\_\_\_\_ **Booth Rental \$600.00** (Includes registration and meals for **two** people)

\_\_\_\_\_ **Product Information Inserts- \$100.00**

*Note: 400 preprinted copies must arrive by September 14<sup>th</sup>. Copies will be placed in the conference material provided to each conference participant.*

\_\_\_\_\_ **Additional Registration Fee (\$125.00 per person)**

**Additional Attendee's Name:** \_\_\_\_\_

Will they attend Meet & Greet Wednesday, Oct 6<sup>th</sup>? Yes \_\_\_\_\_ or No \_\_\_\_\_

Will they attend lunch Thursday, Oct 7<sup>th</sup>? Yes \_\_\_\_\_ or No \_\_\_\_\_

Will they attend breakfast Friday, Oct 8<sup>th</sup>? Yes \_\_\_\_\_ or No \_\_\_\_\_

\_\_\_\_\_ **TOTAL ACIC FEES DUE**

**Please Note: High-Speed Internet, Wireless Access and Telephone Line must be ordered directly through the Hotel before the event date. If order is placed at the conference, the prices may double.**

*Would you also like to support the conference by sponsoring an event?*

There are several opportunities to sponsor various conference events, including meals, breaks, and entertainment. For more information on sponsorship opportunities, contact Kara Rice via email at [Kara.Rice@acic.arkansas.gov](mailto:Kara.Rice@acic.arkansas.gov) or via phone at (501) 682-2222.

If you would like to donate bag stuffers and/or an item to be given away as a door prize, please contact Cortney Williams at [Cortney.Williams@acic.arkansas.gov](mailto:Cortney.Williams@acic.arkansas.gov) or Rhonda Harris at [Rhonda.Harris@acic.arkansas.gov](mailto:Rhonda.Harris@acic.arkansas.gov), Via phone at (501) 682-2222.

**Please mail the completed form along with your payment to:**

ACIC- DPS Fiscal  
#1 State Police Plaza  
Little Rock, AR 72209