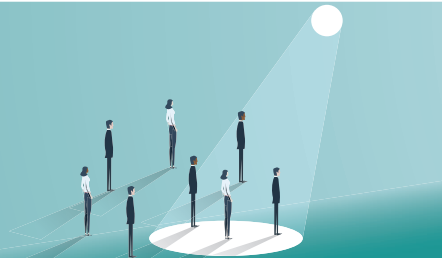




**Recruitment & Retention Summit**  
**FOR JAIL PROFESSIONALS**  
 OCTOBER 12-14, 2022  
 COLUMBUS, OHIO



**Summit Exhibitor Dates & Times**  
 October 12 - 14, 2022

**Set Up:**  
 Wednesday 11am - 4pm

**Summit Hours:**  
 Wednesday 4pm - 7:30pm  
 Thursday 8am - 5pm  
 Friday 8am - 1pm

**Tear Down:**  
 Friday 1pm - 4pm

## Exhibiting Sponsor Contract

In order to purchase a booth and/or sponsorship, please read the terms and conditions on the back of this contract, then fill out the necessary information on the front and sign.

### Exhibiting Sponsor \$2,000

Join us at the AJA Recruitment & Retention Summit for Jail Professionals as an Exhibiting Sponsor. Space is very limited and highly visible. Partner with AJA and show your support. Meet attendees and make connections.

**Includes:**

- **10x10 Booth Space** located in the foyers outside classrooms.
- **Wednesday Game Night** including fun activities such as Giant Jenga, a Popcorn Stand, a Cotton Candy Machine, Corn Hole, and more! Games will be assigned. Sponsors are encouraged to have a representative present beside your game to engage with attendees.
- **Company logo** will appear in promotional signage for the event. Send a hi-res logo.
- **Spot on the Bingo Card** will drive attendees to your booth to cover a spot on their bingo card to be entered to win a prize.
- **Participation at the Prize Drawing** at the Friday Closing Session.
- **Ad Retargeting Campaign** running your ad one month prior to the Fall Summit, with the intention of encouraging attendees to come to the show and visit the sponsors.

### Non-Exhibiting Sponsor \$1,000

Sponsorship opportunities are available starting at \$1,000 if you are unable to exhibit. For more information, contact Matt Nolan at mattn@aja.org.

### Add-On Sponsorships

These high visibility sponsorships can be purchased as an add-on. Recognition will be given through signage, verbally, and through QR codes. Must be an exhibitor to purchase.

- Wellness Area \$5,000
- Water Bottles \$5,000
- Wellness Challenge App \$5,000
- Wednesday Reception \$5,000
- Breakfast & Lunch
  - Thursday \$6,000
  - Friday \$6,000
- Snack Breaks
  - Thursday \$3,000
  - Friday \$3,000
- Coffee Breaks
  - Thursday \$2,000
  - Friday \$2,000

### Additional Exhibitor Badges

Each 10x10 booth comes with 4 comp badges. Space is limited due to local mandates, but if needed, additional badges can be purchased.

**Additional Exhibitor Badge \$195**

Quantity \_\_\_\_\_ Total: \_\_\_\_\_

**Contract Total:** \_\_\_\_\_

#### Company Information:

Company Name: \_\_\_\_\_ Web Address: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Contact Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Company Address: \_\_\_\_\_

Company Description: \_\_\_\_\_

Signature: \_\_\_\_\_  I have read the Terms & Conditions

#### Category(s) select no more than 3:

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Building/Facilities                 | <input type="checkbox"/> Computers/Software/Technology     | <input type="checkbox"/> Healthcare/Medical       |
| <input type="checkbox"/> Business/Financial Services         | <input type="checkbox"/> Education/Training                | <input type="checkbox"/> Identification/Detection |
| <input type="checkbox"/> Chemicals/Cleaning Supplies/Laundry | <input type="checkbox"/> Food Service                      | <input type="checkbox"/> Restraints               |
| <input type="checkbox"/> Clothing/Textiles                   | <input type="checkbox"/> Food Service Management/Equipment | <input type="checkbox"/> Security/Surveillance    |
| <input type="checkbox"/> Communications                      | <input type="checkbox"/> Furnishings/Equipment             | <input type="checkbox"/> Transportation           |

**Questions? Contact Matt Nolan at 301-857-2282 or mattn@aja.org**

## Terms & Conditions

Booth Reservations: Booth reservations requires both a completed contract and an immediate nonrefundable 50% deposit. No booth can be reserved without a completed contract and deposit. Balances are invoiced in September 2022 and are due October 1, 2022; to avoid release of booth space, booth cost and any past-due debts owed to AJA must be paid prior to booth setup.

**Cancellations:** All cancellations must be submitted in writing to AJA. Refunds due on cancellations do not include the 50% nonrefundable deposit. There are no refunds of the deposit or the balance within 60 days of the event.

### 2022 Summit Terms and Conditions for Exhibiting Sponsors

**1. Subletting of Space.** The Exhibitor shall not assign, sublet, or apportion the whole or any part of the space assigned or have representatives, equipment, or materials from firms other than its own in the Exhibit Space without written consent of Exhibit Management. Only one company shall be considered as the Exhibitor; any other company or entity in the Exhibit Space shall be considered a subsidiary or affiliate.

**2. Installation and Dismantling.** The Exhibitor explicitly agrees that in the event it fails to install its products in assigned Exhibit Space or fails to remit payment for required space rental or payment for advertising at time specified, Exhibit Management shall have the right to take possession of said space and lease same or any part thereof to such parties and upon such terms and conditions as may deem proper. In addition, the Exhibitor shall not dismantle or otherwise interfere with the orderly conduct and display of the exhibits until the Exhibit Floor is finally closed to summit attendees.

**3. Fire and Safety Regulations.** Exhibitor shall not pack merchandise in paper, straw, excelsior, or any other readily flammable material. All cartons stored in the Exhibit Building shall be emptied of contents. Exhibitor shall use no flammable decoration or covering for display fixtures, and all fabrics or other material used for decoration or covering shall be flameproof. If required by local law or ordinances, Exhibitor shall have on hand in its Exhibit Space a notarized affidavit establishing that its display materials have been treated during the last year by an approved chemical. All wiring devices and sockets shall be in good condition and meet the requirements of local law.

**4. Exhibitor Conduct.** The prior written consent of Exhibit Management is required for the employment or use of any live model, demonstrator, solicitor, or device for the mechanical reproduction of sound. Such employment or use shall be confined to the Exhibit Space. Exhibitors and their representatives are expected to dress in business attire, business casual attire, or correctional attire, and must conduct themselves with respectful and professional behavior. Inappropriate dress and conduct will be determined at the sole discretion of Exhibit Management. Products and advertising should not denigrate any population. Exhibit Management, in its sole and absolute discretion, may withdraw its consent at any time, in which the Exhibitor shall terminate such activity immediately. All promotional plans must be submitted to Exhibit Management for approval. Distribution of pamphlets, brochures, or any advertising matter must be confined to the Exhibit Space. Exhibitor shall refrain from any action that will distract attendees from attendance at the Summit during open hours.

**5. Film, Sound Devices, and Lighting.** If images, loudspeakers, or sound devices are used, the Exhibitor agrees to comply with union requirements for the operation of the equipment. Equipment will only be permitted if tuned to conversational level and is not objectionable to neighboring Exhibitors. Operating equipment that emits excessive noise must be run intermittently for specific demonstrations only. Exhibit Management reserves the right to restrict the use of glaring lights or objectionable lighting effects.

**6. Liability and Insurance.** All property of Exhibitor remains under its care, custody, and control in transit to and from meeting venue, during installation and removal, and while it is within the confines of meeting venue. Neither Exhibit Management, AJA, the owners or management of meeting venue, nor any of the officers, staff members, or directors of any of the same are responsible for the safety of the property of Exhibitors from theft, damage by fire, accident, vandalism, or any other causes, and the Exhibitor expressly waives and releases any claim or demand it may have against any of them by reason of any damage to or loss of any property of the Exhibitor, except where the damage or loss is due to gross negligence or willful misconduct of Exhibit Management, AJA, the owners or management of the Exhibit Hall, or their agents or employees, arising out of Exhibit Management's, the owners or managers of meeting venue, or AJA's duties and responsibilities under this agreement. Exhibitor understands that neither Exhibit Management, meeting venue, nor AJA carry business interruption and/or property damage insurance coverage for loss or damage of Exhibitor's property. The Exhibitor agrees to obtain the following insurance during the dates of the Exhibition, including move-in and move-out days, and shall be prepared to furnish a certificate of insurance to Exhibit Management if requested: (a) Commercial general liability insurance including protective and contractual liability for bodily injury and property damage; (b) Employer's liability insurance; (c) Worker's Com-

pensation/Occupational Disease coverage in full compliance with Federal and State laws; (d) Comprehensive General Liability Automobile insurance.

**7. Hold Harmless and Indemnification.** This agreement shall not constitute nor be considered a partnership, joint venture, or agency relationship between AJA, Exhibit Management, and meeting venue. Exhibitor hereby agrees to indemnify, hold harmless, and defend AJA, Exhibit Management and meeting venue, and their respective officers, directors, and employees (indemnities) from and against any and all liability, responsibility, loss, damage, cost, or expense of any kind whatsoever as they arise (including but not limited to court costs, interest, and attorney's fees) which the indemnities may incur, suffer, be part to, or be required to pay, incident to or arising directly or indirectly from any intentional or negligent act or omission or breach of these terms, conditions, and rules, or violation of any ordinance or statute by Exhibitor or any of its employees or agents. The Exhibitor assumes full responsibility and liability for the actions of its agents, employees, and independent contractors, whether acting within or without the scope of their authority, and agrees to indemnify, hold harmless, and defend the indemnities as expenses arise, from responsibility or liability resulting directly or indirectly, or jointly, from other causes that arise because of the acts or omission of its agents, employees, or independent contractors whether acting within or without the scope of their authority. AJA and Exhibit Management hereby agree to indemnify, hold harmless and defend the Exhibitor and its respective officers, directors, and employees (indemnities) from and against any and all liability, responsibility, loss, damage, cost, or expense of any kind whatsoever as they arise (including but not limited to court costs, interest, and attorney's fees) which the Indemnities may incur, suffer, be part to, or be required to pay, incident to or arising directly or indirectly from any intentional or negligent act or omission or breach of these terms, conditions, and rules, or violation of any ordinance or statute by AJA and/or Exhibit Management or any of their employees, or agents. AJA and Exhibit Management assume full responsibility and liability for the actions of their agents, employees, and independent contractors, whether acting within or without the scope of their authority, and agree to indemnify, hold harmless, and defend the Indemnities as expenses arise, from responsibility or liability resulting directly or indirectly, or jointly, from other causes that arise because of the acts or omission of their agents, employees, or independent contractors whether acting within or without the scope of their authority.

**8. Cancellation, Postponement, or Relocation of Exhibition.** In the event that any unforeseen occurrence, force majeure, or acts of God or war, shall render the fulfillment of this agreement impossible by Exhibit Management or AJA, the parties shall mutually amend or terminate the agreement at the Exhibit Management's option. In such circumstances, Exhibit Management's sole responsibility to Exhibitor shall be a full refund of all rental fees paid by the Exhibitor. No monies shall be returned should the dates or location of the Exhibition be changed by Exhibit Management, but Exhibitor will be assigned space that the Exhibitor agrees to use under these same rules and regulations. Exhibit Management shall not be financially liable in the event the Exhibition is interrupted, canceled, moved, or dates changed except as provided herein.

**9. Pandemic Related Requirements.** Exhibitors agree to any social distancing, mask, or other mandates set by AJA and Exhibit Management, meeting venue, or local and state governments. Due to variants, vaccination status, and evolving science, recommendations and mandates may change. Exhibitors will be expected to comply with the standards set by any of the above or may be expelled with no refunds. Additionally, if you have tested positive for COVID-19, or have knowingly come into close contact with someone who has, we ask that you not attend until you've tested negative for COVID-19.

**10. Exhibitor Cancellation.** Cancellation of any portion of this Contract by the Exhibitor will be accepted only at the discretion of Exhibit Management and then based upon the following: more than 60 days before the start of the event: only a 50% refund (if already paid in full); within 60 days of the event: no refund. The 50% deposit will not be refunded in either case. The Exhibitor is responsible for total booth rental irrespective of the reason for cancellation by the Exhibitor, including the failure of an Exhibit to arrive for any reason.

**11. Agreement of Terms, Conditions, and Rules.** Exhibitor agrees to observe and abide by the foregoing Terms, Conditions, and Rules and by such additional terms, Conditions, and Rules made by Exhibit Management from time to time for the efficient or safe operation of the Exhibit, including, but not limited to, those contained in this Contract. In addition to Exhibit Management's right to close an Exhibit and withdraw its acceptance of this Contract, Exhibit Management in its sole judgment may refuse to consider for participation in future exhibits an Exhibitor who violates or fails to abide by all such Terms, Conditions, and its acceptance of this Contract, Exhibit Management and Rules. There is no other agreement or warranty between the Exhibitor and Exhibit Management except as set forth in this document. The rights of Exhibit Management and the Exhibitor under this Contract shall not be deemed waived except as specifically stated in writing and signed by an authorized representative of the respective parties.