



2024 KEMA Conference

September 9-12, 2024

Manhattan Conference Center

Manhattan, KS

Exhibitor Packet

The Kansas Emergency Management Association (KEMA) is a not for profit organization made up of Emergency Managers and Emergency Professionals from the 105 counties across the state of Kansas plus personnel from colleges and universities, state, federal, volunteer agencies, and the private sector. KEMA has more than 240 active members and in the last several years, conference attendance has exceeded 200 attendees.

Many KEMA members are in charge of purchasing various pieces of emergency equipment, tools, warning systems, and other related services for their jurisdictions. Like in years past, our conference will give you an opportunity to display your product or service to these individuals, interact with them, and assist them in making informed purchase decisions.

Your presence as an exhibitor is a vital support for our organization and allows our members to keep current with the products available to them in their profession. We hope that you will continue to participate with us in 2024.

At our new location at the Manhattan Conference Center in Manhattan, Kansas, we are able to have all exhibitors, vehicles, and equipment in one large space to maximize traffic flow for our exhibitors. The exhibits will open on Tuesday, September 10 at 4 pm and will run until around 2:30 pm on Wednesday, Sept. 11. The breaks for the conference attendees will take place in the exhibit area, giving the attendees ample time to visit with the vendors.

We will offer a four-tiered sponsorship program that you may choose to utilize along with different sized booth options. In addition to the four-tiers, we have other sponsorship opportunities available. Booth space is available on a first come, first served basis and booths are assigned once payment is received. Register early for the best spots!

We look forward to seeing you this year in Manhattan, Kansas at the Manhattan Conference Center, as we provide our members an action-packed and education-packed conference experience. Additional conference and hotel information can be found at <https://kema.org/exhibitors>.

Questions? Contact:
Kari Presley, Conference Planner
ksemergmgmt@gmail.com

Registration

All registrations will be completed online at kema.org/exhibitors. Online and check payment options are available.

Registration is accepted on a first come, first serve basis and ***booths will not be assigned until payment is received.***

Exhibit Diagram

KEMA will assign booths once registration is paid. Understanding that competition is out there, please list any businesses or competing entities you wish to not be placed by.

Booth Sizes and Details

Booth – 10'x10' booth space

Large Booth – 10'x20' booth space

Equipment Booth – 15'x20' booth space

Standard or large booth spaces include a table, two chairs, electricity and wifi. An equipment booth includes a table, two chairs, electricity and wifi.

The exhibit fee also includes: two tickets for the Tuesday vendor reception and two lunch tickets for staff on Wednesday.

Additional meal tickets can be purchased for \$50 per person to include lunch on Wednesday. Awards Banquet tickets for Wednesday are not included, but are available at a cost of \$50 each.

Deadlines

- **August 15** - Sponsorships and payments are due.
- **August 16** - All booth prices go up by \$100.
- **August 28** - Final registration and payment deadline for all booths.

See our sponsorship opportunities on the next page to see how you can support KEMA and gain more exposure at the conference.

2024 Exhibitor Options and Prices

Early Registration - before Aug. 15

Booth - 10'x10'	\$450.00
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Large Booth - 10'x20'	\$750.00
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Equipment Booth - 15'x20'	\$850.00
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After Aug. 15, all booth prices increase by \$100.

Other Options

Additional Lunch Ticket	\$50.00 each
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Banquet Ticket	\$50.00 each
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****All booths come with electricity and internet included in the price. Special booth space may require an additional fee.***

Email Kari with questions at ksemergmt@gmail.com

Exhibitor Schedule at-a-glance*

Tuesday, Sept. 10

12 pm - 3 pm Exhibitor check in/
booth setup

4 pm Exhibit Hall Opens
4-6 pm Exhibitor Reception

Wednesday, Sept. 11

7:30 am Exhibits Open

1:30 pm Exhibitors Move-Out

The vendor reception on Tuesday and lunch on Wednesday is included for up to **two** booth personnel in the registration fee. Breaks will be held in the exhibit area.

**This schedule is tentative and is subject to change without notice. We will publish the official break times closer to the conference.*

Liability Statement

The vendor, upon submitting a registration, agrees they will be fully responsible to pay for any and all damages to property owned by the hotel, their owners or managers, which results from any act or omission of vendor. Vendor agrees to hold harmless KEMA, its members, directors and representatives, from any and all claims of injury, loss or damage that may occur to the vendor, the vendor's employees, or the vendor's property from any cause whatsoever.

Sponsorship Opportunities

Enjoy excellent benefits and enhance your exposure by becoming a Sponsor of the 2024 KEMA Conference. We offer a four-tiered sponsorship program as well as additional opportunities to highlight your business before, during, and after the conference.

Platinum Sponsorship - \$1,500

Benefits:

- Choice of single or double booth
- Logo displayed on conference event page with link to company website
- Company/organization name and/or logo will be prominently displayed on the conference materials, such as agendas, signs, programs, etc.
- Opportunity to address attendees on stage (Platinum and Gold Only)
- Platinum Sponsor designation sign at your booth

Gold Sponsorship - \$1,100

Benefits:

- Single booth - additional table for \$150 upon request
- Logo displayed on conference event page with link to company website
- Listed on all conference materials such as agendas, signs, programs, etc.
- Opportunity to address attendees on stage (Platinum and Gold Only)
- Gold Sponsor designation sign at your booth

Silver Sponsorship - \$850

Benefits:

- Single booth - additional table for \$150 upon request
- Logo displayed on conference event page with link to company website
- Listed as a sponsor of the breaks and listed on the conference agendas
- Silver Sponsor designation sign at your booth

Bronze Sponsorship - \$550

Benefits:

- Single booth - additional table for \$150 upon request
- Logo displayed on conference event page with link to company website
- Listed as a supporter of the breaks and the conference agendas.
- Bronze Sponsor designation sign at your booth

Other Sponsorship Opportunities

- Wednesday Breakfast Sponsor: \$2,500
- Lunch Sponsor: \$3,000 (two available)
- Lanyard Sponsor: \$1,000
- Bag Sponsor: \$1,000
- Break Sponsor: \$500 (four available)
- Big Door Prize Sponsor \$350 (unlimited)
- Attendee Packet Insert: \$300 (unlimited)

Deadline:

The printing deadline for sponsorship materials is **August 15, 2024**. To have your name included as a sponsor, you must register and pay online no later than August 15.

Questions? Contact:
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Register online today at kema.org/exhibitors.