



Louisiana Private Investigators Association
Post Office Box 19133
Shreveport, Louisiana 71149

www.SuperConference.org

318-687-3408

VENDOR AGREEMENT

This document outlines the vendor agreement between the Louisiana Private Investigators Association, LPIA and the following:

Company _____

Address _____

City _____ State _____ Zip _____

Contact Person _____

Office Phone: _____ Cell Phone _____

Email Address: _____

Website: _____

The Super Conference offers you an opportunity to network and display your products at a Educational Conference of licensed private investigators from Louisiana and Mississippi. Vendors will receive access to a Conference attendee list for follow up. We have the following options for Exhibitors:

Prime Exhibit Space \$ 175.00

This space will be set up in a room where all breaks will be taken and lunch served. The room will be locked at night so we expect that you should be able to leave your exhibit set up. This option puts you in the room with Guests most often.

Foyer Exhibit Space \$ 100.00

A table set up in the hallway outside the meeting rooms. This offers you excellent foot traffic. Your exhibit will have to be taken down at night.

Information Table \$ 50.00

We will place your material on a display table in the meeting/break rooms so that guests can pick up your material for later reference. Please note that multiple vendors will share a single table, however your material will be stocked regularly so that you have visibility.

[] Conference Book Advertisement \$ 50.00

You can place your full page black and white advertisement in our conference book for just \$50.00 per page. Pages are 8-1/2 x 11 in size. You would send us a pdf or jpg file properly sized and we will print it in black and white. Send Docs to database@lpia.net

[] Conference Book INSERTION \$ 50.00

As an alternative, if you would like a color advertisement, you can print and ship your advertisement to us and we will include it in the conference book for \$50.00. Expect to print 70 pieces.

Exhibitors will receive a listing in our conference book as part of your exhibit as well as recognition during the conference from the host.

[] CHECK HERE IF YOU NEED ELECTRICAL POWER

AVAILABLE ON A LIMITED BASIS, If you need an electrical connection to run your exhibit, please let us know in advance so that we can plan on having it for you.

The hotel offers wireless internet for free. Exhibitors can expect to find a six foot table and two chairs in place for their exhibit. Any other material that you need must be supplied by you.

MOVE IN: FRIDAY MORNING, OCTOBER 22, 2010

We anticipate that vendors should be set up and ready by 1:00 PM. We intend to accept participants registration beginning at noon. Exhibits can be open throughout the day and until after the banquet on Friday night.

MOVE OUT: SATURDAY AFTERNOON, OCTOBER 23, 2010

We request that you keep your exhibit open until after lunch on Saturday, at which time if you would like to break it down, we understand. All exhibits must be removed by 6:00 PM on Saturday night.

HOTEL: The Venue Hotel is the Radisson Hotel New Orleans Airport, located at 2150 Verterans Blvd in Kenner, Louisiana 70062. In the event that you wish to ship anything to the hotel, please contact the hotel directly and reference the LPIA conference. Our agreement with them is that they are willing to accept packages on your behalf provided there is no cod charges.

You are responsible for your own hotel charges and any costs incurred beyond what is provided as part of the Conference. By agreement, the hotel has a block rate for the LPIA conference of \$89.00 per room. Book LPIA when you reserve your room.

VENDOR PARTICIPATION:

If you would like to participate in our Friday Night Banquet and/or Saturday Lunch you may do so by paying the costs associated with the dinners. \$25.00 Friday Night and \$ 12.00 for Lunch on Saturday. Please advise us when you book.

As a vendor, you are welcome to observe the conference speakers, however we will not provide you with a conference manual, nor will we provide you a certificate of attendance unless you are registered as a participant.

OTHER SPONSORSHIPS ARE AVAILABLE:

We are seeking sponsors for various events and breaks during the conference. Your logo and company name would be prominently displayed during the event and you would have the opportunity to personally address the conference.

Examples are: Breakfast on Saturday
 Breakout Coffees
 Friday Night Entertainment

We are also seeking Door Prizes for the conference and will reward you with mention during the conference as well as in our conference book.

ORDER FORM:

Description	Total
EXHIBIT RENTAL \$ 175.00	\$
EXHIBIT RENTAL \$ 100.00	\$
DISPLAY TABLE \$ 50.00	\$
Book Advertisement \$ 50.00 Send your Ad to database@lpia.net	\$
Insertion fee \$50.00 Call for Shipping address	\$
Friday Banquet _____ # at \$25.00 each	\$
Saturday Lunch _____ # at \$12.00 each	\$
Sponsorship?	\$
Please add the Charges and Remit	TOTAL \$

Please send your Check to:

LPIA-Super Conference
 P.O. Box 19133
 Shreveport, LA 71149

If you have any Questions, Call Steve Divine at 318-687-3408