

# 2012

**Exhibitor  
Prospectus**

**WACME Summer Training and Conference**



June 4 - 6

Leavenworth, WA.

# The Association

A professional organization of Washington State coroners and medical examiners and their deputies, charged with or interested in the execution and enforcement of state law;

To provide for the prompt exchange of information pertaining to the duties, methods and official practices of members;

To provide for the continuing education in all matters relating to coroners/medical examiners and the safety and welfare of the public;

To promote communication and cooperation with the law enforcement and the medical community and with other individuals and agencies involved in the death investigation.

To serve the public with respectful caring for the deceased, compassion for the living and safeguarding of property.

This organization will be bringing many decision makers to one location for training and education. This Annual Training Conference will be a valuable opportunity to network with Coroners, Medical Examiners, Deputy Medical Examiners and their staff.

This is an excellent opportunity for you, the supplier to interface directly with these professionals. This prospectus will highlight what you need to know to be part of the Washington Association of Coroners and Medical Examiners Annual Training Conference, June 4- 6 2012 in Leavenworth Washington.



## Exhibits

### Booth Information

Table Size: 8 ft

Includes: skirted table and two chairs

\$500.00 Returning Exhibitor

(Must have exhibited in 2011)

\$600 New Exhibitors

### Set –up Schedule

Tentatively Sunday, June 3

### Exhibit Schedule

All Booths must be staffed during the following hours:

Monday, June 4 7:30 am – 4:00pm

Tuesday, June 5 7:30 am – 4:00pm

### Tear Down Schedule

Tuesday, June 5 5:00pm

### Location

Enzian Inn

590 Highway 2

Leavenworth Washington 98826

(800) 223-8511

Ask for the WACME Group Rate

### Booth Reservations and Questions

Rebecca Rahn

Cowlitz County Coroner's Office

1946-B 3<sup>rd</sup> Avenue

Longview, WA. 98632

360-577-3079 FAX 60-575-1458

rahn@co.cowlitz.wa.us

# Sponsorships

**Sponsorship of events and special product for the attendees is a great way to increase your exposure and name recognition throughout the conference. All of these sponsorships will automatically include your company logo on all conference advertising, registration signage, conference program and on the official WACME web site.**

## **Beverage Break \$200** (Available each day)

Logo on

Your logo on signage on each beverage table and signage at the entrance to the exhibit area.

## **Sunday Welcoming Reception \$1000.00**

entrance to event room. One free exhibit space and presentation opportunity during event.

## **Breakfast \$400** (Available each day)

Your Logo on signage on each buffet table signage at the entrance to the exhibit area.

**Luncheon \$800** Logo on signage at entrance to exhibit space and presentation opportunity during event.

## **Tuesday Night Banquet Dinner \$1600**

Logo on entrance to event, free exhibit space and presentation opportunity during event.

## **RULES AND REGULATIONS**

### **Assignment of space and payment**

All exhibit space will be allocated on a first come first serve bases. Confirmation of reservation will be sent upon receipt of signed contract and full payment. Payment is due in full with In 30 days of the contract submission date. Exhibit space must be occupied solely by your organization in exhibiting your product at the 2012 Annual Training Conference. Booth may not be shared or sub-let. No exhibitor shall assign, sub-let, or share the whole, or any part, of the space contracted without prior consent of the Washington Association of Coroners and Medical Examiners.

### **Liability, insurance & Harmless**

In consideration for the opportunity to display services and products at the WACME Conference, Exhibitor, its officers, directors, agents and insurers, agrees to indemnify and hold harmless WACME, its officers, directors, contractors, employees and agents from any loss, injury, suit, action or cause of action, or claim whatsoever resulting from any and all incident. WACME does not maintain any insurance to cover loss or damage to any property of Exhibitor. Exhibitors are advised to obtain commercial insurance to cover all loses and claims.

### **Cancellation**

Exhibitors may cancel contracted space by submitting written notice to the WACME. Such notices must be received no later than April 30, 2012 Exhibitors canceling an entire exhibit shall be charged an administrative fee of 25 percent of the total cost of display space. No refunds will be made if written notice of cancellation or reduction is received after April 30, 2012.

Washington Association of  
Coroners and Medical Examiners

2012 Contract for Exhibit Space

June 4-6 Leavenworth WA

**Coordinator's Contact Information**

Company Name		Coordinator's Name	
Address	City	State	Zip
Phone	Fax	E-Mail	

**Program Guide Listing**

Company Name			
Address	City	State	Zip
Phone (toll Free if available)		Fax	

General sales E-Mail

Web Site

**Please provide a 25 word description of your company, products and/or services. This information will accompany your listing in the program guide.**

Sponsorships		Booth Space	Non-Attended Display Table
Beverage Break \$200	Sunday Reception \$1000	\$500 Returning Exhibitor	\$250.00
Breakfast \$400	Luncheon \$800	\$600 New Exhibitor	
Monday Night Banquet Dinner/Membership Meeting \$1600(can be co-sponsored)			

**Exhibit space is to be occupied solely by our organization in exhibiting our products at the 2011 Conference. Booths may not be shared or sub-let.**

**Companies we would like to be NEAR:**

**Companies you would like to be AWAY FROM:**

**Exhibitor agrees to hold WACME harmless from any liability, loss or claims during the 2011 Summer Conference.**

**Coordinator or Meeting Planner's Signature**

**Submit payments to:**

**WACME**  
c/o Cowlitz County Coroner's Office  
1946 3<sup>rd</sup> Avenue, #B  
Longview, WA. 98632

