



**ASSOCIATION OF
FIRE DISTRICTS
OF THE STATE OF NEW YORK**

GO TEAM FIRE SERVICE!

**2019 Leadership Summit
& Vendor Expo**

**The Conference & Event Center Niagara Falls
October 3 - 5, 2019**

General Information

General Information

Expo Location.....The Conference & Events Center
Niagara Falls, NY

Expo Dates and Times

Thursday, Oct. 3rd3:00pm - 6:00pm

Welcome Reception4:30pm - 5:30pm

Friday, Oct 4th.....1:00pm - 5:00pm

Ice Cream Treats2:30pm - 3:30pm

Expo Fees

8 X 10 Booth.....\$750

Vehicle <26'.....\$1,050

Vehicle <36'.....\$1,350

Vehicle >36'.....\$1,500

Booth fees include 8' X 10" draped booth & sign

Two (2) Food Truck Friday Lunches

Other amenities such as; table, chairs, electric, carpet, wastebasket, carpet, etc. will be available through show decorator at the sole expense of the vendor.

Preliminary Move in / Move out Schedule

APPARATUS VENDOR will be notified of move in times

Booth vendor move in.....Thurs. Oct. 3, 9am - 12:00pm

Vendor Move out.....Fri. Oct. 4, 5:00pm - 9:00pm

Early vendor breakdown is strictly prohibited.

Hotel Information:

Vendor Registration CONFIRMATION EMAIL will contain all reservation links and information. No Meals Included

Sheraton Niagara Falls

300 3rd Street

Niagara Falls NY 14303

Rate: \$153 +tax per night

Wingate by Wyndham Niagara Falls

333 Rainbow Blvd

Niagara Falls NY 14303

Seneca Resort & Casino

310 4th Street

Niagara Falls NY 14303

More lodging information available at:
www.niagarafallsusa.com



2019 is the Year of TEAM FIRE SERVICE!

We are so excited to invite you to join us at the Conference and Event Center, Niagara Falls, NY! This unique venue is perfect for this years "**Team Fire Service**" theme. Some of the new highlights for this year will be:

Vendor Demonstration Area - Not only are we designating space on the Expo floor for demonstrations, we also have space outside! If you have an aerial truck to show off we have the perfect opportunity for you. Old Falls Street runs between the Conference & Event Center and the Sheraton Hotel. We have the ability to shut down the street to allow our event to expand into the street. For information or question or to schedule a demonstration time please contact Cathy DeLuca at 800-520-9594.

Vendor Consultation Area - Want to sit down and chat with a potential new client or take a few minute to consult with an established customer? You don't need to leave the Expo floor, just a few steps away we've set some space aside so you have a comfortable place to conduct business.

A Tailgate Party - welcome reception. Complete with good food, fun games (corn hole, ladder ball, football toss, etc.), old friends and new friends you haven't met yet. Everyone is encouraged to wear their favorite sports team attire. Learn something new about your existing customers and perhaps find a way to connect with some new ones. Expo floor Thursday, games begin at 3pm, food begins at 4:30pm.

Food Truck Friday! - Instead of another boring banquet lunch we've decided to bring in some of our favorite food trucks! You will be able to select from a variety of local food vendors while enjoying the company of Leadership summit attendees before the Expo floor opens. 2 Friday lunches included in booth fee.

Free on Friday Expo! - Do you have customers in the area? Invite them to come visit you at the Vendor Expo for Free on Friday. We want to give you every opportunity to connect with new and existing clients to show them all you have to offer the Fire Service, **so here's your chance!**





2019 VENDOR EXPO APPLICATION

NO Vendor Applications will be accepted via email or phone

For questions about or to schedule time in the **Vendor Demonstration Area** please contact Cathy DeLuca at 800-520-9594 or program.coordinator@afdsny.org

Exhibitor Contact Information

(Please Print Clearly)

Contact Person will receive **ALL** phone and email correspondence regarding the 2019 Leadership Summit & Vendor Expo.

COMPANY NAME

CONTACT PERSON

ADDRESS

CITY

STATE

ZIP

EMAIL

PHONE

Identification Badges:

Please print names as you wish them to appear on the Expo Name Badges. Each booth includes (4) free badges. Additional badges (including replacement badges) will be issued at a fee of \$10 each.

NAME

NAME

NAME

NAME

If you require more name badges please submit your list on a separate sheet of paper or email: program.coordinator@afdsny.org.

Quick & Easy Vendor Registration ONLINE at:

AFDSNY.org

Paper applications may be submitted at :

AFDSNY

PO Box 496

Selkirk NY 12158

All applications **MUST** be signed on reverse side of this form and returned with **PAYMENT IN FULL**.

Questions: Cathy DeLuca 800.520.9594

Program.coordinator@afdsny.org

| Booth & Sponsor | Cost | Total Due |
|-------------------------------------|-----------|-----------|
| ___ 8' X 10' booth | \$750 | |
| ___ Vehicle < 26' | \$1,050 | |
| ___ Vehicle < 36' | \$1,350 | |
| ___ Vehicle > 36' | \$1,500 | |
| Friday Food Truck | \$2,500 | |
| Tailgate Party | \$2,000 | |
| Gold Sponsor | \$1,500 | |
| Silver Sponsor | \$1,000 | |
| Bronze Sponsor | \$500 | |
| # of ___ Meal Tickets | \$30 each | |
| # ___ of Maid of the Mist (10/5) | \$10 each | |
| Grand Total | | |

Payment Options:

Payment in FULL is required upon registration. NO exhibit space will be secured without payment in FULL. Register Online at AFDSNY.org or mail your registration to AFDSNY, PO Box 496, Selkirk NY 12158

Check **Payable to: AFDSNY** enclosed

Credit Card: Visa Master Card Amex

NAME ON CARD

CARD NUMBER

EXPIRATION DATE

SECURITY CODE

BILLING ADDRESS

CITY

STATE

ZIP

AUTHORIZATION SIGNATURE



Vendor Rules & Regulations:

PAYMENT – No Vendor registration applications will be processed or assigned without the required payment in full and signed space contract.

BOOTH ASSIGNMENT and ELIGIBILITY - All booth assignments will be made at the discretion of AFDNYS. AFDNYS reserves the right to determine eligibility of any company or product to participate in the 2019 Fall Leadership Summit and Vendor Expo. Show Management can refuse rental of exhibit space to any company whose display of goods or services is not, in the opinion of AFDNYS, compatible with the educational character and objectives of the Expo.

BADGES - All exhibitors must present an exhibitor badge to enter the exhibit areas. Each person issued an exhibitor badge must be employed by the exhibiting company or be a sales representative for that company and must be covered under the exhibiting company's insurance policy.

BOOTH INSTALLATION - Vendor may set up their displays between the hours of 9:00am and 12:00pm on Thursday October 4, 2019. All Vendors MUST have their setup complete not later than 1:00pm.

VEHICLE DISPLAYS - All vendors displaying vehicles will be notified via email prior to event about vehicles move in times and staging location. Any vehicle NOT in attendance and ready to move at the assigned time will NOT be allowed to exhibit and NO refunds will be issued. NO EXCEPTIONS.

EXHIBIT RULES - The general rule of the exhibit floor is "be a good neighbor." No exhibits will be permitted that interfere with the use of other exhibits or impede access to them or impede the free use of the aisle. Exhibit space personnel, including demonstrators, hostesses and models, are required to confine their activities within the company's exhibit space. Apart from the specific display space for which an exhibiting company has contracted with Show Management, no part of The Conference & Event Center Niagara Falls (CCNF), may be used by any organization other than Show Management for display purposes of any kind or nature. Within the public CCNF property, exhibitor brand or company logos, signs, and trademark displays will be limited to the official exhibit area only. Exhibitor display, merchandise, and activities must remain within the confines of the designated space. Materials cannot flow into aisles or another exhibitor's space.

ADMITTANCE DURING NON EXPO HOURS - Exhibit space personnel will **not** be permitted to enter the exhibit after closing hours on Thursday night, reentry will be permitted beginning at 7am Friday morning. The CCNF will be locked with a security guard on duty during the overnight hours. Vendors are responsible to secure all personal valuables. Neither AFDNYS, nor the CCNF will be held liable for any lost or stolen items.

DISMANTLING - Exhibitor's displays must **not** be dismantled or packed in preparation for removal prior to the official closing time of 5:00 pm, Friday, October 04, 2019. Every exhibit space must be fully staffed and operational during all Fall Expo hours. The deadline for the dismantling and removal of displays will be at 10:00 pm, Friday, October 04, 2019.

LIABILITY - Neither AFDNYS, its members, nor the representatives and employees thereof, its official vendor services contractor, nor its representatives and employees, CCNF, nor its representatives and employees will be responsible for injury, loss or damage that may occur to the exhibitor or to the exhibitor's employees or property from any cause whatsoever, prior, during or subsequent to the period covered by the exhibitor's contract. It is agreed by the parties that the nature of the facilities available, the presence and circulation of large numbers of people, the difficulty of effective supervision over the protection of large numbers of removable articles in numerous exhibits, and various other factors make it reasonable that each exhibitor shall assume their own risk of any injury, loss or damage, and the exhibitor, by signing this contract, hereby assumes such risk and expressly releases the organizations and individuals referred to above from any and all claims for any such loss, damage or injury. Protection against unauthorized removal of property from the exhibit space occupied by the exhibitor shall be the exhibitor's responsibility.

5. EXHIBITOR INSURANCE - The exhibitor shall, at its sole cost and expense, procure and maintain through the term of this contract, comprehensive general liability insurance against claims for bodily injury or death and property damage occurring in or upon or resulting from the premises leased. Such insurance shall include contractual liability and product liability coverage, with combined single limits of liability of not less than \$1,000,000. Such insurance shall name AFDNYS as an additional insured. Workers Compensation and Occupational Disease insurance shall be in full compliance with all federal and state laws, covering all of exhibitor's employees engaged in the performance of any work for exhibitor. All property of the exhibitor is understood to remain under its custody and control in transit to and from the grounds.

CANCELLATION POLICY - All cancellations must be in writing and received by Association of Fire Districts of the State of New York according to the following schedule:

Cancellations received on or before 7/24/2019 receive a 100% refund

Cancellations received 7/25/2019 - 8/07/2019 receive a 75% refund

Cancellations received 8/08/2019 - 8/21/2019 receive a 50% refund

Cancellations received 8/22/2019 - 9/04/2019 receive a 25% refund

Cancellations received after 9/05/2019 will receive NO REFUNDS.

There are no credits issued for no shows or early departures. Subletting of booth space is strictly prohibited. Participants are otherwise responsible for all charges.

SHIPPING & RECEIVING - ANY shipment arriving at the CCNF more than 3 days prior to the day of the Fall Expo will be refused. Exhibitors should contact the Fall Expo decorator for all Shipping and Receiving needs: **Nationwide Expo, Steve Ewald, (845) 561-0832, www.nationwideexpo@hvc.rr.com** Arrangements for out-going shipments must be made in advance with Nationwide Expo. Any unclaimed items must be removed by the decorator at the vendor's cost, or be considered abandoned and discarded.

INTERNET & ELECTRIC - Free wifi is available at the CCNF. Electrical services will be provided for a fee by the CCNF.

REQUIRED: VENDOR AGREEMENT

I understand that AFDNYS will assign exhibitor space to us. I have read and will abide by the Vendor Rule & Regulation as stated above. I have provided current contact information and understand that any changes in convention times will be communicated through our authorized contact person listed on the front of this page.

Signature: _____

Date: _____

HOTEL INFORMATION

Hotel Reservation Link will be included in your Vendor Registration confirmation email.



Sheraton Hotel Niagara Falls (Host Hotel)

300 3rd Street, Niagara Falls NY 14303

2 Night Minimum

2 rooms per person maximum

Reservation Link included in Leadership Summit registration confirmation Email.

NO Phone reservations

Room only, NO meals included

Single Occupancy

\$306 total (2) nights ++ (includes DMF 7%, \$14.95 DAF)

Please add **\$10.00 per each additional person** for double, triple and quadruple occupancy.

Includes complimentary car parking with in and out privileges, enhanced complimentary Wi-Fi, two in-room bottled waters per day, complimentary business services including printing, faxing, notary services, complimentary guest laundry, a \$10 At The Falls Arcade, a thirty minute pass to the sauna located in the HydroSpa for up to two people, two hour daily bike rental for two, complimentary wine tastings for two at 12 Niagara, USA wineries, Adventure Passport discount book with savings worth \$700, and exclusive casino offers for the connected Seneca Niagara Resort and Casino (Inclusions in the facility fee are subject to change or cancel).

Reservation cut off date is September 2, 2019

Check In: 4pm Check out: 11am

Cancellations & Refunds: Individual cancellations will be accepted without penalty to the individual, up to 3:00PM 72 hours prior to arrival. Any reservations cancelled within 72 hours of arrival will be charged one night's room plus tax.

Parking: Complimentary

Considering visiting Canada?

**If you're thinking of visiting Canada you'll need your
Passport or an Enhanced Driver License (EDL)**



Enhanced Driver's License (EDL)

An enhanced license (permit, or non-driver ID) is a New York State DMV issued document that you can use instead of a passport to return to the US by land or sea from Canada, Mexico and some countries in the Caribbean. It takes about 2 weeks for your new EDL document to arrive in the mail.

For further information go to: www.dmv.ny.gov



Getting or Renewing a U.S. Passport

Go to: www.passports.state.gov

Fast & Easy Vendor Expo Registration
Online: www.AFDSNY.org
For assistance call 800-520-9594



Seneca Niagara Resort & Casino

700 Falls Street, Niagara Falls NY 14303

877-873-6322

AFDSNY is NOT contracted with this property
Contact hotel for rates & availability



Wingate by Wyndham Niagara Falls

333 Rainbow Blvd Niagara Falls NY 14303

716-285-4000

AFDSNY is NOT contracted with this property
Contact hotel for rates & availability

Attractions & Events

Just steps from the Sheraton Hotel

Seneca Casino

Nightly Illumination of Niagara Falls

Fireworks on Friday & Saturday Night at Niagara Falls

Maid of the Mist

Cave of the Winds

Prospect Point

Goat Island

Niagara Adventure Theater

Niagara Gorge Discovery Center

Aquarium of Niagara

And much MORE!

www.niagarafallsstatepark.com

www.niagarafallsusa.com

Sponsorship Opportunities

The Officers, Directors, Members and staff of **AFDSNY** would like to thank all our wonderful vendors and sponsors.

The **Association of Fire Districts of the State of New York** would not be able to provide the education, training and advocacy that we do without your generous support.

In an effort to show our appreciation we have decided to open the Vendor Expo to everyone for **FREE on Friday**, October 4th. So please feel free to contact your customers to let them you you'll be exhibiting your products and services at the **2019 Leadership Summit & Vendor Expo** where there will be no admission fee for the Expo on **FREE FRIDAY!**



Friday Food Truck Sponsor (only 5 Available) \$2,500

Special Recognition signs at YOUR Food Truck (Only 5 Available)
Signage through out the Summit & Expo (electronic signs at each room)
Your Sponsor Logo on Screen Saver between sessions
Four (4) Food Truck Friday Lunches
Your Ad on Website w/hotlink 6 months
1/2 Page Ad in Leadership Summit Program
1/2 Page Ad in Annual Meeting Registration Packet

Tailgate Party Welcome Reception \$2,000

Special recognition signs at the Tailgate Party (welcome reception)
Thank you Sponsor Signs (Electronic signs outside each session)
Your Sponsor Logo on Screen Saver between sessions Thursday only (video loop)
Two (2) Food Truck Friday Lunches
Your Ad on Website w/hotlink 6 months
1/2 Page Ad in Leadership Summit Program
1/4 Page Ad in Annual Meeting Registration Packet



Gold Sponsor

\$1,500

Stand Alone Sponsor Signs
Your Ad on Website w/hotlink 6 months
Two (2) Friday Food Truck Friday Lunches
1/2 Page Ad in Leadership Summit Program
1/2 Page Ad in Annual Meeting Registration Packet

Silver Sponsor

\$1,000

Thank you Sponsor Signs
Your Ad on Website w/hotlink 3 months
Two (2) Food Truck Friday Lunches
1/4 Page Ad in Leadership Summit Program
1/4 Page Ad in Annual Meeting Registration Packet

Bronze Sponsor

\$500

Thank you Sponsor Signs
Your Ad on Website (no hotlink) 3 months
1/8 Page Ad in Leadership Summit Program

AFDSNY is always open to new ideas and suggestions for sponsorships. If you don't see something you're looking for please contact Cathy DeLuca at 800-520-9594 or program.Coordinator@afdsny.org to discuss other options.

Preliminary Schedule at a Glance

Thursday, October 3rd

7:00 am - 9:00 am

Breakfast

9:00 am - 12:00 pm

Secretary Training 2.0

Amy Speach & Joyce Petkus

"Developing a Game Plan"

Internal Challenges of a Fire District

12:00 pm - Lunch

1:00 pm - 2:30 pm

"Eyes In the Sky" - Drones in the Fire Service

1:00 pm - 4:00 pm

Treasurer Training 2.0

Vince Caterina & Joyce Petkus

2:45 pm

Law & Legislative Committee Meeting

3:00 pm - 6:00 pm

Vendor Expo Opens

"Let the Games begin!"

4:30 pm - 5:30 pm

Tailgate Party!

"Food is served!"

Dinner on your own.

Friday, October 4th

7:00 am - 9:00 am

Breakfast

9:00 am - 10:30 am

Opening Ceremony & Keynote Speaker

Chief (ret.) John Salka (on the Exp floor)

10:45 - 12:00 pm

"Teamwork makes the Dream work"

A Mock Commissioner Meeting

12:00 pm - 1:00 pm

Food Truck Friday Lunch

1:00 pm

"Ask the Chief"

A Q&A session with Chief John Salka

Friday, October 4th, continued

1:00 pm - 2:30 pm

Secretary & Treasurer Session #1

"Representative from OSC"

1:00 pm - 5:00 pm

FREE FRIDAY Vendor Expo Opens!

2:30 pm - 3:30 pm

Ice Cream Treats

2:45 pm - 4:00 pm

Secretary & Treasurer Session #2

"Understanding & Using Excel Pivot Tables"

Saturday, October 5th

7:30 am - 9:30 am

Breakfast

9:00 am - 10:15 am

"Hot Topics" (TBD)

"Secretary /Treasurer Roundtable"

Amy Speach & Joyce Petkus

10:30 am - 12:15 pm

Attorneys Panel

12:15 pm - 1:15 pm

Lunch

1:30 pm

Maid of the Mist Excursion



Sheraton



P.O. Box 496

of the State of New York

Association of Fire Districts



**2019 Leadership Summit &
Vendor Expo**

Oct. 3 - 5, 2019

Conference & Events Center
Niagara Fall

101 Old Falls Street

**GO TEAM
FIRE SERVICE!**