

Association of Fire Districts of the State of New York

Annual Meeting & Leadership Summit Expo

Conference & Event Center, Niagara Falls

101 Old Falls Street, Niagara Falls NY

October 1 - 3, 2020

Vendor Registration Packet

Today's *Challenge* Is tomorrow's
Opportunity

Moving the Fire Service Forward in a Better Direction



PO Box 496
Selkirk NY 12158

800-520-9594
www.AFDSNY.org

"Serving Fire District Officers through Education & Legislation"

General Information

General Information

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

Expo Dates and Times

Thursday, Oct. 1st3:00pm - 6:00pm

Welcome Reception4:30pm - 5:30pm

Friday, Oct 2nd.....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. 1, 9am - 12:00pm

Vendor Move out.....Fri. Oct. 2, 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

Today's *Challenge* Is tomorrow's **Opportunity**

Moving the Fire Service Forward in a Better Direction

2020 the Year of **Golden Opportunity**

We are excited to be returning to the Conference and Event Center, Niagara Falls, NY! While 2020 has certainly presented us with some new **Challenges**, we are taking the **Opportunity** to introduce some NEW ideas.

Sessions on the Expo Floor - Finding a balance between Expo time and classroom time can be **challenging**. This year we are giving our attendees the **opportunity** to do both at the same time. For 2020 we have added a Stage and seating area to the Expo floor, allowing our attendees to mingle with our wonderful Vendors without missing out on any educational opportunities.

MORE IMPORTANTLY, we are inviting vendors to take some time on the stage with one of our Directors to showcase your latest and greatest products! Now that's a **Golden Opportunity!** Contact Cathy DeLuca at 800-530-9594 for further details and scheduling.

Vendor Consultation Area - Want to sit down and chat with a potential new client or take a few minutes 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.

Welcome Reception - Complete with good food, old friends and new friends you haven't met yet. 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! - We heard you! This year we have 5 Food Trucks and we're giving everyone 90 minutes for lunch! 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! - It's been a **Challenging** year for everyone, so here is a **Golden Opportunity** for you to invite your local customers to come visit you at the Expo! 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

2019 VENDOR EXPO APPLICATION

NO Vendor Applications will be accepted via email or phone

AFDSNY wants to give our Vendors every Opportunity possible to connect with our Members and Attendees. This year we have a stage on the Expo floor. We will offer all our vendors to do short interviews and or demos along with one of our Directors to highlight their latest and greatest products and services. Please check the box below and we will contact you with further details.

Yes, I'm interested in highlighting my business/product on the Expo Stage!

Exhibitor Contact Information (Please Print Clearly)

Contact Person will receive **ALL** phone and email correspondence regarding the 2020 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	
Sponsorships		
Friday Food Truck	\$2,500	
Welcome Reception	\$2,000	
Gold Sponsor	\$1,500	
Silver Sponsor	\$1,000	
Bronze Sponsor	\$500	
# of ___ Meal Tickets	\$30 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 PROSPECTUS

Annual Meeting & Leadership Summit Expo - October 1 - 2, 2020

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 2020 Annual Meeting & Leadership Summit 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 1, 2020. 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 02, 2020. 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 9:00 pm, Friday, October 02, 2020.

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 7/22/2020 receive a 100% refund

Cancellations received 7/23/2020 - 8/05/2020 receive a 75% refund

Cancellations received 8/06/2020 - 8/19/2020 receive a 50% refund

Cancellations received 8/20/2020 - 9/02/2020 receive a 25% refund

Cancellations received after 9/03/2020 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 9, 2020

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

COVID-19 Safety Precautions

As we move forward to re-open NYS, the AFDSNY and the Conference & Event Center Niagara Falls want to assure everyone that it is our intention to implement any and all healthy & safety procedures necessary to protect our vendors, attendees and staff. We will share the details as they become available. We're all in this together.



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

Fast & Easy Vendor Expo Registration

Online: www.AFDSNY.org

For assistance call 800-520-9594



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.

We recognize that 2020 has been a very **Challenging** year for everyone, so we want to give you an **Opportunity** to connect with as many clients/customers as possible. We will once again encourage you to extend an invitation to all your local customers to join us at the **2020 Leadership Summit Expo for 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
Four (4) Food Truck Friday Lunches
Your Ad on Website w/hotlink 6 months
Two (2) 1/2 page ads in Fire District Affairs
1/4 Page Ad in Leadership Summit Program

Welcome Reception \$2,000

Special recognition signs at the Welcome Reception
Thank you Sponsor Signs
Two (2) Food Truck Friday Lunches
Your Ad on Website w/hotlink 6 months
One (1) 1/2 & One (1) 1/4 page ads in Fire District Affairs
1/4 Page Ad in Leadership Summit Program

Welcome Reception
We're so Happy to see You!

Gold Sponsor

\$1,500

Stand Alone Sponsor Signs
Your Ad on Website w/hotlink 6 months
Two (2) Food Truck Friday Lunches
1/4 Page Ad in Leadership Summit Program
Two (2) 1/4 page ads in Fire District Affairs

Silver Sponsor

\$1,000

Thank you Sponsor Signs
Your Ad on Website w/hotlink 3 months
Two (2) Food Truck Friday Lunches
1/8 Page Ad in Leadership Summit Program
One (1) 1/4 page ad in Fire District Affairs

Bronze Sponsor

\$500

Thank you Sponsor Signs
Your Ad on Website (no hotlink) 3 months
1/8 Page Ad in Leadership Summit Program
One (1) 1/8 page ad in Fire District Affairs

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 1st

6:30 am - 8:00 am

Breakfast

8:00 am - 9:30 am

COVID-19 Response Critique

Panel discussion

Annual & Special Elections - Secretary Training

Amy Speech, Donna Morano, & Gina Marrone

9:45 am - 10:45am

The Importance of Long Term Financial Planning

Dan Acquilano - OSC

11:00 am - 12:00 pm

Being Better Prepared for the Future

The Justin Wheatly Story

Ex-Chief Greg Serio

What is the SSL & what is it's relationship to the 2% tax cap?

Vince Caterina & Joyce Petkus

12:00pm - 1:00pm

Lunch

1:00pm - 3:00pm

Mock Commissioner Meeting

Panel

3:00pm - 6:00pm

Leadership Expo Opens

3:00pm - 4:00pm

Multiyear Capital Planning

Dan Acquilano from OSC - on Expo Floor

4:30pm - 5:30pm

Welcome Reception on Expo Floor

Dinner on your own

Friday, October 2nd

6:30 am - 8:00 am

Breakfast

8:00 am - 9:15 am

Annual Meeting & Memorial Service

9:30 am - 10:30 am

Keynote Speaker

Deputy Chief Tom Richardson

Friday continued

10:45 am - 11:30 am

Law & Legislative Meeting

Chairman Joh Wicka

New LGS-1 Schedule; What is it?

State Archives

11:30 am - 1:00 pm

Food Truck Friday!

1:00 pm - 2:30 pm

Cancer Risk Reduction Panel - on the Expo Floor

Panel Discussion

Navigating Excel & Building Pivot Tables

Joe Soma

1:00 pm - 5:00 pm

FREE FRIDAY Vendor Expo Opens!

2:30 pm - 3:30 pm

Ice Cream Treats

2:45 pm - 3:45 pm

Controlling & Projecting Your Budget

Vince Caterina & Joyce Petkus

4:00pm

AFDSNY Election * if necessary

6:00pm

Officers Installation

ESIP Cocktail Party

Saturday, October 3rd

7:30 am - 9:00 am

Breakfast

9:00 am - 10:15 am

"Hot Topics" (TBD)

"Secretary /Treasurer Roundtable"

Amy Speech & Joyce Petkus

10:30 am - 12:15 pm

Attorneys Panel

12:15 pm - 1:15 pm

Lunch

Sent to More than 4,000 Fire Commissioners every other Month!

**Advertising
Space
Now Available!**



Contact
Katie Niver for details
kniver@afdsny.org



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