



**ERICSA**

1963-2023

A GEM **60** YEARS  
IN THE MAKING

# SAVANNAH



**SPONSOR AND EXHIBITOR PACKET**

**60<sup>TH</sup> ANNUAL TRAINING CONFERENCE & EXPOSITION  
MONDAY, MAY 22 – FRIDAY, MAY 26, 2023**



# Eastern Regional Interstate Child Support Association 60<sup>th</sup> Annual Training Conference

## General Information for Exhibitors

### Exhibitor Schedule

All booth equipment must be in place in the Exhibit Hall by 5:00 p.m. on Monday, May 22, and must not be dismantled until after 10:30 a.m. on Thursday, May 25. **No exceptions!**

#### **Monday, May 22**

12:00 p.m. – 5:00 p.m. Exhibits Move-In

#### **Tuesday, May 23**

7:00 a.m. – 5:00 p.m. Exhibit Hall Open  
*Events scheduled:*  
- Continental Breakfast  
- AM & PM Refreshment Breaks

#### **Wednesday, May 24**

7:30 a.m. – 5:00 p.m. Exhibit Hall Open  
*Events scheduled:*  
- Continental Breakfast  
- AM & PM Refreshment Breaks

#### **Thursday, May 25**

7:30 a.m. – 10:30 a.m. Exhibit Hall Open  
10:30 a.m. Hall Closed  
*Events scheduled:*  
- Continental Breakfast  
- AM Refreshment Break  
10:30 a.m. - 12:00 p.m. Exhibits Dismantle/Move-Out

### Exhibitor Fees

**Single Booth: \$1,500.00**  
**8' x 10'**

**Double Booth: \$2,750.00**  
**8' x 20'**

#### The exhibitor fee includes:

- One (1) full conference registration (per booth)
- 8' high back drape and 3' high side drape
- 6' draped table and 2 chairs
- Logo and link on the conference website and app
- Access to attendee roster one week before to conference
- Overnight security guard services

### Drayage and Decorating

The official service contractor for the 2023 Exposition is:

**TBD**

*Exhibitor Service Kits* will be available to exhibitors on or about March 31<sup>st</sup> following booth confirmation and payment of fees. The kit will contain all necessary forms for ordering furniture, decorations, shipping and storage and labor.

### Shipping/Receiving

Exhibitors are encouraged to ship their materials through the drayage vendor.

### Pipe & Drape

Booth back drapes will be purple and the side rails will be black. The table will have a black table cloth and black skirt.

### Carpeting & Ceiling Height

The Exhibit Hall is carpeted. The exhibit hall is in the atrium of the hotel.

### Assignment of Space

Booth assignment is based upon the date of receipt of the *Exhibitor Application* and payment in full of booth fee, as well as proximity to competitive or conflicting organizations.

### Sponsorships

The Eastern Regional Interstate Child Support Association (ERICSA) is pleased to offer opportunities for corporate sponsorship of conference events and activities such as our conference publications, educational programs and social events.

Corporate sponsorship offers you additional onsite visibility and has become an integral part of ERICSA's Annual Conference. If your organization is interested in sponsoring an activity, complete the *Sponsorship Commitment Form* found in this packet. Activities are available for sponsorship on a first-come, first-served basis.

### Conference Registration

Exhibitors must designate one representative to receive the one "full registration" per 8' x 10' space reserved, which is included in the booth fee. A full registration entitles your representative to attend plenary and concurrent educational sessions, and ERICSA sponsored social events.

"Floor Pass Only" registrations are available for \$150 for individuals who will be staffing your booth during Exposition hours. These floor passes are for exhibit hall identification only and **do not** entitle the badge holder to receive any materials or to attend conference functions or events, including plenary and educational sessions.

Exhibitor personnel should register in advance. Badges and registration packets will be available at the Registration Desk at the Marriott Savannah Riverfront starting on Monday, May 22<sup>nd</sup> at 12:00 p.m.



## Eastern Regional Interstate Child Support Association 60<sup>th</sup> Annual Training Conference

### Official Conference Hotel

Marriott Savannah Riverfront is the hotel for the ERICSA Conference.

#### Marriott Savannah Riverfront

100 General McIntosh Blvd.  
Savannah, Georgia 31401

Room rates: Single / Double \$180 plus tax per night

Suites: Check with the hotel for the rates on suites.

Reserve your room at the conference rate of \$180 per night, plus 15.78% room tax and \$1 occupancy tax per night. The cut-off date to make reservations is **Wednesday, April 19, 2023** or until the group block is sold-out, whichever comes first. To reserve your hotel reservation by phone, please call (800) 285-0398 and refer to the group code "ERICSA" for the ERICSA conference. You may also reserve your room [online](#).

### Exhibit Hall Location

Savannah Marriott Riverfront Hotel Atrium.

### Private Social Functions Policy

Social functions at which attendance is restricted to either verbal or written invitations are not permitted to occur during any official ERICSA activity. Hospitality suites must be approved in advance by ERICSA.

ERICSA reserves the right to postpone or delay any function conflicting with an official ERICSA function.

### Payment of Fees

ERICSA will reserve your exhibit space only with full payment.

Please complete the enclosed Exhibitor Application and send it with payment to:

ERICSA  
c/o MgR & Associates  
PO Box 67585  
Albuquerque, NM 87193  
505-250-2906  
[info@ericsa.org](mailto:info@ericsa.org)

**Please complete an online registration or a registration form for the person receiving the complimentary registration.**



# Eastern Regional Interstate Child Support Association 60<sup>th</sup> Annual Training Conference

## Sponsorship Information

### Sponsorship Benefits

- One (1) complimentary conference registration for every \$3,000 in sponsorship
- Listing of conference attendees emailed one week before the conference
- Logo placement on the conference website and app
- Recognition during sponsored event
- Company name on event specific signage
- Placement of a single advertisement/promotional item in the conference bag for \$3,000+ in sponsorship
- Additional benefits for **Elite and Premier Partnerships** include the sponsor's logo and link to their website on the ERICSA Conference Website homepage and the logo in conference email announcements

### Elite Partnership - \$7,000

Thursday ERICSA Diamond Dinner Cruise	Sole Sponsor	\$7,000
Registration (sponsor's logo on all registration materials and announcements)	Sole Sponsor	\$7,000
Mobile Event App	Sole Sponsor	\$7,000

### Premier Partnership - \$5,000

President's Reception	Sole Sponsor	\$5,000
Conference Tote Bag (name/logo on bag w/ERICSA)	Sole Sponsor	\$5,000
Conference Lanyard for badge (name/logo on lanyard only)	Sole Sponsor	\$5,000
Hotel Key Cards (name/logo on front of key card)	Sole Sponsor	\$5,000
Business Meeting Breakfast (Thursday) and Exhibitor Guide	Sole Sponsor	\$5,000

### Signature Partnership - \$3,000

Continental Breakfast & AM & PM Break (T, W, Th)	Sole Sponsor	\$3,000 (three days available)
Signage Sponsor	Sole Sponsor	\$3,000
Charging Station	Sole Sponsor	\$3,000

### Preferred Partnership - \$2,000 and below

Photo Booth	Sole Sponsor	\$2,000
Vendor Spotlight (see next page for details)	Multiple Sponsors	\$2,000
Attendee Notepads	Sole Sponsor	\$2,000
Opening Ceremonies and First Timers Meeting	Sole Sponsor	\$1,000
Volunteer T-Shirts (logo on approx. 35 volunteer t-shirts)	Sole Sponsor	\$1,000

### Contributing Partnership - \$500

Conference Supporting Sponsorships

Cash donation - Not designated to a specific event/item

**\*\* Please contact Corrina Smith at 505-250-2906 or [Corrina@mgr-events.com](mailto:Corrina@mgr-events.com)**



## Eastern Regional Interstate Child Support Association 60<sup>th</sup> Annual Training Conference

### Vendor Spotlight Information

Vendor Spotlights will allow vendors the opportunity to use workshop space once before the planned workshop day from 7:30am to 8:15am or during lunch from 12:15pm to 1:15pm. The vendor will be responsible for any additional accommodations provided to their attendees. The vendor will be provided a list of attendees of the conference to invite or they can publish that they will have a session during those times that will be open to all attendees. No additional room set-up or AV will be provided on behalf of ERICSA, but AV equipment and room set-up can be used at their discretion. Details about the session can be provided on the ERICSA conference app if the vendor would like information available to conference attendees.



# Eastern Regional Interstate Child Support Association 60<sup>th</sup> Annual Training Conference

## Sponsorship Commitment Form

Sponsorship opportunities are available on a first-come, first-served basis.

Yes, we would like to sponsor \_\_\_\_\_ Level \_\_\_\_\_  
(List activity to sponsor)  
\_\_\_\_\_ Level \_\_\_\_\_  
(List activity to sponsor)

(If you would like to request more than two events, please make additional lines if answering electronically, or add a page if printing the form.)

**Please print or type.**

Company/Organization Name: \_\_\_\_\_

Authorized Contact Person: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Please provide the name of individual/company/organization as you would like it to appear in the *Conference Program-At-A-Glance* and on signage announcing your sponsorship: \_\_\_\_\_

**Total Due:** \$ \_\_\_\_\_

**75% Non-refundable Deposit to Hold Sponsorship Item:** \$ \_\_\_\_\_  
*(75% Non-refundable Deposit to Hold Sponsorship due immediately)*

### Payment Method

Check # _____
or
Credit Card: <input type="checkbox"/> MasterCard <input type="checkbox"/> Visa <input type="checkbox"/> AMEX <input type="checkbox"/> Discover
Cardholder Name: _____ Security Code: _____
Card # _____ Exp. Date: _____
Billing Address (if different than above): _____
_____
Signature: _____

**\*\*\*Full payment is due on or before April 22, 2023\*\*\***

**Return completed forms and payment to:**

ERICSA c/o MgR & Associates, PO Box 67585, Albuquerque, NM 87193

Or email them to [info@ericsa.org](mailto:info@ericsa.org)

We appreciate your support and look forward to seeing you in Savannah!



# Eastern Regional Interstate Child Support Association 60<sup>th</sup> Annual Training Conference

## Exhibitor Application

In accordance with the exhibit regulations governing rental of exhibit space (see the next page), the undersigned hereby applies for exhibit space at ERICSA's 60<sup>th</sup> Annual Training Conference in Savannah, Georgia Monday, May 22 – Friday, May 26, 2023. We have read and agree to the exhibit regulations. We understand that these regulations are incorporated into this contract by reference and that this application becomes a contract when accepted and confirmed by ERICSA. **We understand that all exhibit fees must be paid in full with the application.**

### Section 1 Booth Location

Booth assignment is based upon the date of receipt of the Exhibitor Application and payment in full, as well as proximity to the competitive or conflicting organizations.

**Booth Location Preference.** (Please list your first and second choices for booth location.)

**List any organizations you do not wish to be located near.** (Every effort will be made to separate but we cannot make any guarantees.)

### Section 2 Booth Fees

**Single Booth: \$1,500.00      Double Booth: \$2,750.00**

Total Due:      \$ \_\_\_\_\_

#### Payment Method

Check # \_\_\_\_\_

or

**Credit Card:**

MasterCard       Visa       AMEX

Cardholder Name: \_\_\_\_\_

Address (if different): \_\_\_\_\_

Zip: \_\_\_\_\_

Card # \_\_\_\_\_

Security Code: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_

### Section 3 Official Exhibit Representative

Designate below the name of the person in your organization who is to receive all relevant exhibition materials, including booth confirmation and service kits:

**Please Print**

\_\_\_\_\_  
Official Exhibit Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Organization

\_\_\_\_\_  
Address

\_\_\_\_\_  
City/State/Zip

\_\_\_\_\_  
Telephone #

\_\_\_\_\_  
Email Address

### Section 4 Signature

**Note:** All applications must be signed in order to confirm booth space.

**I understand and agree to abide by the official regulations on the reverse side of this application.**

\_\_\_\_\_  
Signature of Authorized Representative      Date

**Return this completed contract and payment to:**

ERICSA  
c/o MgR & Associates  
PO Box 67585  
Albuquerque, NM 87193  
Or via email: [info@ericsa.org](mailto:info@ericsa.org)

**For questions:** Phone: 505-250-2906 or  
Email: [Corrina@mgr-events.com](mailto:Corrina@mgr-events.com)



# Eastern Regional Interstate Child Support Association 60<sup>th</sup> Annual Training Conference

## Official Exposition Regulations

All exhibits and exhibitors are subject to the regulations below. The words "Management," "Association," and letters "ERICSA," herein refer to the Eastern Regional Interstate Child Support Association, acting through its officers or agents, in the management of the Exposition.

### 1. Date and Hours of Exposition

Tuesday, May 23: 7:00 a.m. – 5:00 p.m.  
Wednesday, May 24: 7:30 a.m. – 5:00 p.m.  
Wednesday, May 25: 7:30 a.m. – 10:30 a.m.

### 2. Exposition Sponsorship and Objectives

The Exposition is produced by, and is the property of ERICSA. The Exposition is a practical, educational adjunct to the professional meetings held during ERICSA's Annual Training Conference. The exposition is meant to supplement the professional meetings by providing a forum where child support enforcement professionals can learn about various products, services, and information available to them. Exhibitors are expected to display their products and/or discuss their services with awareness of the professional and practical needs of ERICSA members. ERICSA reserves the right to refuse space to any applicant who, in the opinion of ERICSA, is unlikely to contribute to the overall objectives of the Annual Training Conference.

### 3. Exhibitor Representative Responsibilities

Each Exhibitor shall name a person to be identified as the official on-site representative and responsible party. This representative shall be authorized to enter into such contracts as may be necessary to fulfill obligations to ERICSA and to other contractors and subcontractors. Each paid exhibiting company is entitled to one complimentary conference registration.

### 4. Contract for Space

The application for exhibit space, notice of space assignment by ERICSA and full payment of booth fees constitute a contract for a right to use space. Applications should be completed and be accompanied by payment in full. No pre-paid fees will be refunded on cancellations made after April 15, 2023. Cancellations on or before April 15 are entitled to a 50% refund.

### 5. Installation and Dismantling

Exhibits must be installed between 12:00 p.m. and 5:00 p.m. on Monday. Any space unclaimed by 5:00 p.m. on Monday, May 22 may be reassigned without refund of fees paid. ERICSA will not be liable for any incurred expenses.

The ERICSA Exposition officially closes on Thursday, May 25, 2023, at 10:30 a.m. **Exhibitors may not dismantle or disturb their exhibits until after the official closing.** All exhibitors and accompanying supplies must be dismantled and removed from the exhibit hall by 12:00 p.m., Thursday, May 26, 2023.

### 6. Use of Exhibit Space

No exhibitor shall assign, sublet, or share the whole or any part of the space allocated without the consent of Management and approval of the terms thereof. No exhibitor is permitted to show goods other than those manufactured or handled in its regular course of business. No firm, organization or individual not assigned space in the Exhibit Hall will be permitted to solicit business, in any manner, within the Exhibit Hall.

### 7. Care of Buildings/Regulations

Exhibitors or their agents shall not deface walls/floors of the building, booths, and/or equipment or furnishings in a booth. Exhibitor will be held liable for any such damage caused by its agents or employees. Exhibitor assumes full responsibility for: complying with union regulations; local, city and/or state laws regarding sales taxes; and regulations concerning fire, safety, electrical wiring and health.

### 8. Location of Exhibits

Management reserves the right to alter the location of exhibits or booths shown on the official floor plan, as it deems advisable and in the best interest of the Exposition.

### 9. Liability and Insurance

Management and the Marriott Savannah Riverfront will take reasonable precautions to safeguard the Exhibitor's property; however, Management and the Marriott Savannah Riverfront will not be liable for loss or damage to property of the Exhibitor or its representatives or employees from theft, fire, accident, or any other cause beyond its control. Exhibitor hereby assumes entire responsibility and hereby agrees to protect, defend, indemnify and save ERICSA and the Marriott Savannah Riverfront, and each of their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses or damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by its installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of the Marriott Savannah Riverfront and its employees and agents.

The Exhibitor understands that neither Management nor the Marriott Savannah Riverfront maintains insurance covering the exhibitor's property, and it is the sole responsibility of the Exhibitor to obtain and keep in force during the term of the installation and use of the exhibit premises, policies of Comprehensive General Liability Insurance and Contractual Liability Insurance, insuring and specifically referring to the Contractual liability set forth in this Exhibit Agreement, in an amount not less than \$2,000,000 Combined Single Limit for personal injury and property damage.

### 10. Failure to Open Exposition

In case the premises of Marriott Savannah Riverfront area therein shall be destroyed or damaged, or if the ERICSA Exposition fails to take place as scheduled or is interrupted and/or discontinued, or access to the premises is prevented or interfered with by reason of any strike, lockout, injunction, act of God, emergency declared by any government agency, or for any other reason, this contract may be terminated by ERICSA. In the event of such termination the Exhibitor waives any and all damages and claims for damages and agrees that the sole liability of ERICSA shall be to return to each exhibitor its space payments, less a pro rata of all costs and expenses incurred and committed by ERICSA.

### 11. Drayage and Decorating

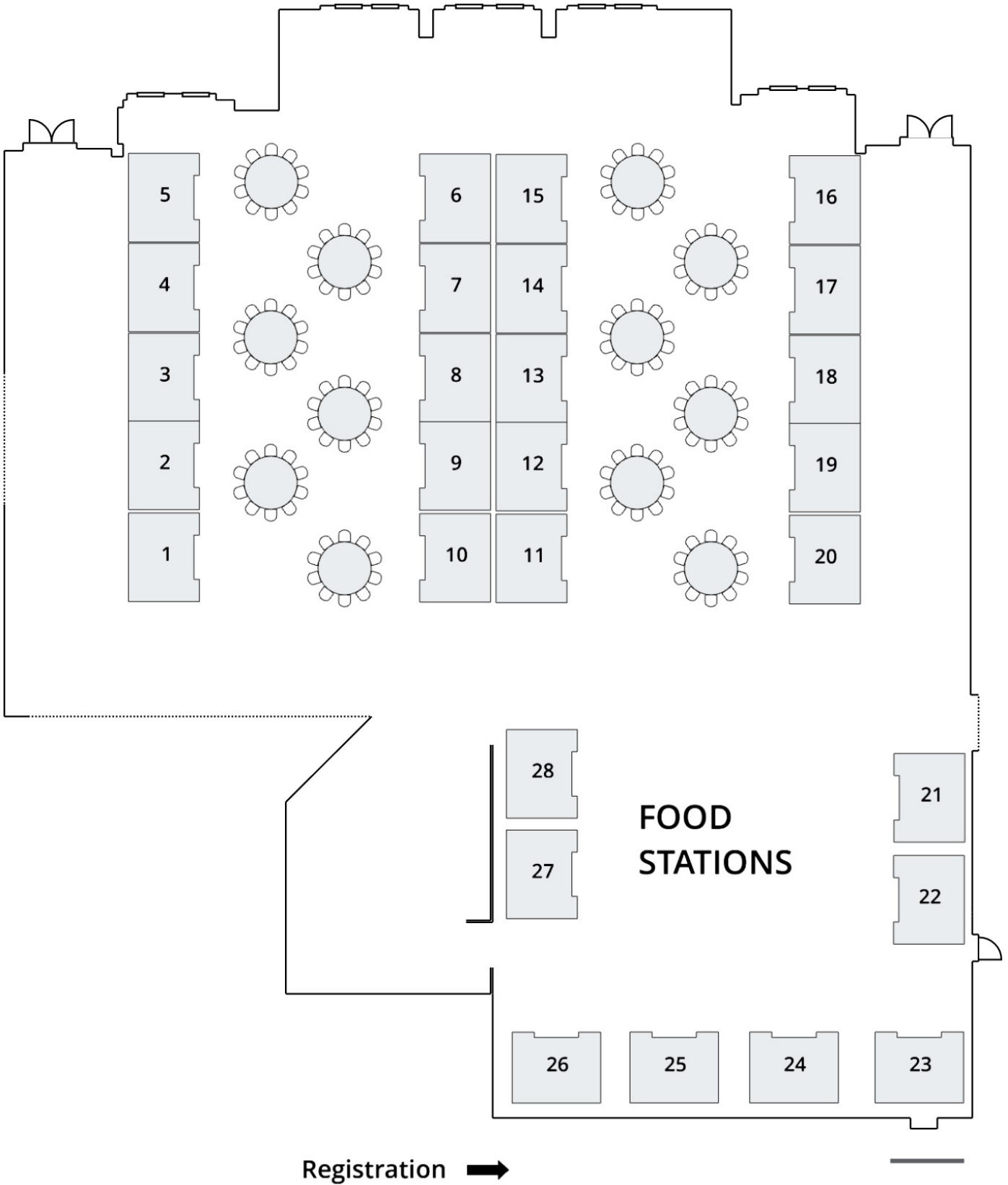
ERICSA's official service contractor for the 2023 Exposition is:  
**TBD**

Exhibitor service packs will be available to all confirmed Exhibitors on or about March 31, 2023. The kit will contain all necessary forms for ordering furniture, decorations, shipping and storage, labor, electrical and telephone connections.

### 12. Regulations and Contract

These regulations have been formulated in the best interest of all concerned and become part of the contract between the Exhibitor and ERICSA. All matters and questions not covered by these regulations are subject to the decisions of Management.





10 Feet

Registration →

