



2009 Washington State
Search & Rescue Conference
Hosted by Lewis County

May 15 – 16 – 17, 2009

Vendor Packet

Welcome to this year's Washington State Search and Rescue Conference! We are delighted you are interested in participating in this event, which each year provides Washington State SAR volunteers and professionals an opportunity to meet and build relationships with over 1,000 like interested individuals from throughout the state of Washington.

Lewis County has a great group of SAR volunteers serving on the 2009 Conference Committee. This group of dedicated individuals has been very busy working to plan an exciting and informative pre-conference and three-day formal conference for all!

This is our fourth SAR Conference (1997, 2000, 2004, 2009) here in Lewis County. This year's conference is located at Dragon's Sphere Park which is a 300 acre primitive site south of Randle. This park offers us excellent hands on training opportunities.

This year's conference theme will be "Dragon SAR". This theme will permeate the decorations, food, and atmosphere throughout the conference. We encourage you to add a little of that magic in your booth as well!

We know that exposure, company name recognition, and the opportunity to develop working relationships with volunteer and professional emergency workers are the reasons the Washington State Search and Rescue Conference is important to you.

Lewis County Search and Rescue Council will do its best to help everyone have a successful time at the conference. Please look through this packet to review the opportunities available to your company, and don't hesitate to give me a call or send me an email if you have any questions.

Sincerely,

Chief Deputy Gene Seiber

360-740-1303 or GOSeiber@co.lewis.wa.us

Conference Dates & Location

May 15-17, 2009 at Dragon's Sphere Recreational Park in Randle, Washington. For directions to the park visit our web page and click on driving directions.

Conference Theme & Logo

Our conference theme this year is "Dragon SAR". Electronic versions of the conference logo are available at www.wasar2009.com

Items that display, portray, or refer to SAR '09, Washington State 2009, Washington State Search and Rescue Conference 2009, the official logo, any combination thereof, or any similar combination, are subject to the approval of our Conference Committee.

Inside this Packet

Inside this packet, you will find the necessary form to register your company and reserve your space for vendor activities.

All requests will be processed on a first-come, first-served basis. We will try our best to ensure every company has the location and facilities that best fits their needs.

Exhibit Booths

Includes: Booths will be marked out and assigned before your arrival. There are minimum resources available at the conference site. Your booth fee includes: Registration and Meals for 2 during the conference, electricity, covered tent, 2 tables, 2 chairs, secure area and advertisement on the conference web page. Please be ready to provide your own additional tables, company identification, electrical cords, etc. You can camp on site if you desire with no additional cost.

Additional tables can be ordered for \$10 each. If you bring more than 2 people to work your booth, add \$55 for each additional person to cover meals and user fees. Electricity will be available, but you will need to provide your own extension cord from the service (edge of tent) to your booth.

Meals: Meals for 2 is included in your vendor fee. Friday – lunch and dinner, Saturday – breakfast, lunch and dinner, Sunday – breakfast and lunch. Additional meals can be purchased for Thursday and Friday morning at \$ 5 per person each meal.

Booth Size: Booths are approximately 8'W x 10L', 8' x 20', 8' x 30', 20' x 30'
*Depending on tent sizes booths maybe 10 feet wide.

Vendor Area: On the final page you will find a diagram and photograph of the tents that we will be using. Once these are filled we will be using Military canvas or free standing style tents for our remaining vendors. Outside vendor space is available at same cost.

Location: The vendor booths will be in tents located in a high exposure area near the great hall and class tents.

- Set-Up: The General Conference begins at 12 Noon on Friday, May 15th, and ends at 1 p.m. on Sunday, May 17th. Vendors may set up their space anytime after 8:00 AM on Thursday, May 14th, but we request that you be set up no later than 11:00 AM on Friday, May 15th. (Meals are available on Thursday and Friday morning for an additional fee)
- Exhibit Hours: Friday, May 15th, Noon - 7:00 p.m. Saturday, May 16th, 8:00 a.m. - 6:00 p.m. Sunday, May 17th, 8:00 a.m. – 1 p.m.
- Early Tear Down: Early tear down is strictly prohibited unless requested in advance of the booth assignments. Exhibitors should plan to have their booth operational during exhibit hours.
- Electrical/Phone: Electricity will be available, but you will need to provide your own extension cord from the service to your booth. Phone and Internet service is unfortunately not available. Cell phone service is well supported in the area.
- Shipping: The conference site cannot accept shipped packages for individual vendors. If you plan to ship your exhibit, we invite you to make arrangements with a local motel or call me for possible arrangements.
- Lodging: You can camp (primitive) on site for free, or visit our web site for a list of Motels in the area.
- Other Questions: We will be posting a list of frequently asked questions (FAQ) on our web site at www.wasar2009.com. If you do not find an answer to your question within this form, or on our web site, please contact me via phone at (360) 740-1303 or via email at GOSeiber@co.lewis.wa.us.

Mail this page with your check

Vendor Registration Form

Please retain a copy of submitted registration form for your records. Name badges will be provided to you upon arrival, wearing of name badges will be strictly enforced.

Company Contact Name: _____

Company: _____

Address: _____

City/State/Zip: _____

Phone: _____ Fax: _____

Email Address: _____

Registration must be received by April 15th, 2009. Amount

8' x 10' Booth \$125.00 \$ _____

8' x 20' Booth \$175.00 \$ _____

8' x 30' Booth \$225.00 \$ _____

20' x 30' Booth \$400.00 \$ _____

Two company representatives receive complimentary registration & meals. FREE

Each additional company representative add: \$55 each \$ _____

Late registration after April 15th add: \$50.00 \$ _____

Additional tables (2 included in Registration fee) \$10 each \$ _____

Additional meals (Thurs & Fri AM) \$5 per meal, per person \$ _____

Grand Total: (US Funds) \$ _____

Door prize donation: We require that each registered vendor donate a product of a value no less than a \$50, for our general raffle. Donations need to be provided at the start of the conference. Please contact me if you have questions.

Mailing in your form

Completed forms need to be submitted to LCSAR by mail no later than April 15th 2009. After April 15th there is a \$50 late fee. Our address is:

Lewis County SAR 09
PO Box 216
Packwood, WA 98361

Payment: Please make checks payable to "LCSAR". All payments should be made in US funds.

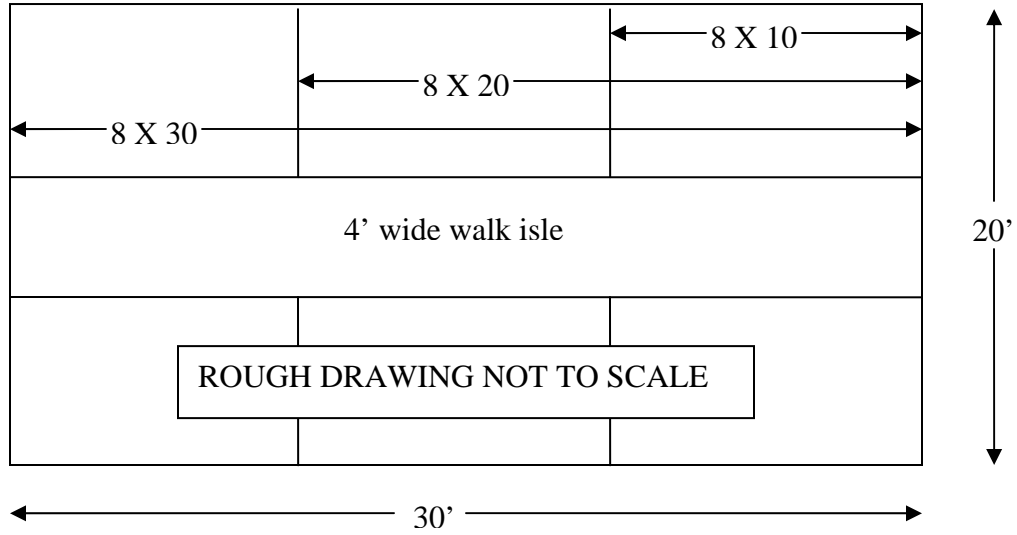
Registration Cancellation Policy: LCSAR must receive written notice of conference cancellation before April 15th, 2009 to receive a 50% refund. After April 15th, 2009, refunds will not be available and full payment must still be made to LCSAR for cancellations and registered no-shows.

Booth Space Preferences: Booth spaces are available on a first-come, first-served basis. IF you have a relationship with another vendor and want to be located near them please notified me so arrangements can be made.

Vendor Description and Logo: To help us advertise your participation with this event, in 50 words or less, please provide us a description of your product or service and an electronic copy of your logo. The SAR '09 conference committee reserves the right to edit the final descriptions for length, content, and readability. Electronic documents can be sent to GOSeiber@co.lewis.wa.us.

When should I register? The sooner you register the better. We will be advertising the conference throughout the upcoming year and in doing so your company information will be also advertised.

I look forward to seeing you here in Lewis County. Let's make this one the best ever!



Below picture shows one of our new tents we will use for our vendors.

