



Excellence - Our Guiding Principle

Illinois Law Enforcement
Training and Standards Board
Executive Institute



Leadership · Partner · Serve · Guide · Empower

*Women in Criminal Justice 2017:
Building Your Toolkit*

**APRIL 5 – 6, 2017
BLOOMINGTON-NORMAL MARRIOTT
HOTEL AND CONFERENCE CENTER**

**EXHIBITOR
PROSPECTUS**

Women in Criminal Justice 2017 Building Your Toolkit

Dear Company Representative:

The Illinois Law Enforcement Training and Standards Board Executive Institute will host its 5th Annual *Women in Criminal Justice Conference: Building Your Toolkit*, April 5-6, 2017 at the Bloomington-Normal Marriott Hotel and Conference Center.

Last year's conference drew more than 200 participants from the criminal justice field throughout the state of Illinois. Attendees come from all areas of public safety including municipal, county, state, and federal agencies, campus law enforcement, public safety training organizations, academia, and the corrections field.

I wish to invite you to join us in what will surely be a worthwhile conference. The interactive participation of attendees in the exhibit area at our event will be a significant factor in the educational goals for the conference and we have developed several ways to ensure the visibility of exhibitors to attendees. This includes breaks exhibitor bingo, a networking reception, and door prize drawings also in the exhibitor area!

There are several opportunities for exhibitors and sponsorships available. For a complete listing of sponsorship types and benefits please see the enclosed sponsorship chart. Also, visit www.iletsbei.com and visit the Women in Criminal Justice 2017 Conference information for the full Exhibitor Prospectus. The deadline for reserving your space as an exhibitor or sponsor is March 1, 2017.

We look forward to another successful conference and greatly appreciate our sponsors and exhibitors in helping to make it happen. To reserve your space or request further information, contact Joanne Kurt-Hilditch at j-kurt-hilditch@wiu.edu If you have any questions, please call Joanne at 309-298-2646. The mailing address for the ILETSB Executive Institute is 1 University Circle, Macomb, Illinois 61455.

Thank you for your consideration. We look forward to your representation at the conference!

Sincerely,



Susan C. Nichols
Director



2017 WOMEN IN CRIMINAL JUSTICE CONFERENCE

APRIL 5 - 6, 2017

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Site for Exhibitor Registration via Credit Card:

[Click Here to Register Online](#)

Contact us at:

ILETSB Executive Institute

1 University Circle
Macomb, IL 61455
Phone: 309-298-2646
Fax: 309-298-2642
www.iletsbei.com

SPONSORSHIP FACT SHEET

BACKGROUND

Founded in 1992, the Illinois Law Enforcement Training and Standards Board (ILETSB) Executive Institute is dedicated to developing leaders in the law enforcement community. We address the numerous challenges that today's law enforcement administrators face and those that will emerge as important issues during the course of the next decade and beyond. Our organization develops the values and competencies that are the institution of public service.

Clients of the ILETSB Executive Institute are high-performing supervisors, managers and executives who are committed to promoting professionalism in policing.

Following the ILETSB mission, the Executive Institute conducts research and evaluation needed to develop and improve law enforcement standards and training based on objective knowledge and the performance needs required.

VALUE OF PARTNERSHIP

When you participate in the Women in Criminal Justice conference as an exhibitor, your organization's message will directly reach more than 200 individuals at the conference in the criminal justice field including chiefs of police, commanders, administrators, first-line supervisors, campus law enforcement, correctional staff, and other members of the criminal justice field. In turn, these individuals take back your marketing materials and products to others in the field, allowing for a large network of individuals who can potentially utilize your services. Becoming an exhibitor makes smart use of your marketing tools to touch many individuals in one location.

ANTICIPATED ATTENDANCE

- More than 200 attendees from every level of law enforcement
- Chief Executives, Managers, and Supervisors
- Municipal, county, state, and federal agency staff
- Campus law enforcement
- Other exhibitors for networking

CONFERENCE STRUCTURE

Two days of activities including general sessions for all, break-out sessions for specific interest areas, research poster sessions, a networking reception, and other activities for everyone who attends.

Visit the ILETSB Executive Institute website to learn more about the conference!

SPONSORSHIP PACKAGES

Corporate Attended Booth

- Cost - \$300.00
- Company logo placed in the Program Booklet
- Link from ILETSBEI Website to Exhibitor's home page
- Two tickets for each meal during the conference
- Invitation to networking reception
- Discounted conference registration price for exhibitor staff who want to attend the conference as participants
- Exhibitor logo on Exhibitor Bingo card for more visibility to attendees

Not-for-Profit Attended Booth

- Cost - \$200.00
- Organization logo placed in the Program Booklet
- Link from ILETSBEI Website to organization's home page
- Two tickets for each meal during the conference
- Invitation to networking reception
- Discounted conference registration price for organization staff who want to attend the conference as participants
- Organization logo on Exhibitor Bingo card for more visibility to attendees

Educational Institution Attended Booth

- Cost - \$150.00
- School logo placed in the Program Booklet
- Link from ILETSBEI Website to school's home page
- Two tickets for the each meal during the conference
- Invitation to networking reception
- Discounted conference price for school staff who want to attend the conference as participants
- School logo on Exhibitor Bingo card for more visibility to attendees

Unattended Exhibitor Booth

- Cost - \$100.00
- Information displayed on draped table in Exhibitor area
- Exhibitor logo placed in the Program Booklet

WELCOME BAG INSERTS – GET THE WORD OUT!

Information in Welcome Bag

- Cost - \$125.00
- Placement of pamphlet, postcard, business card, logo'd promotional item, etc. or up to 3 sheets of information in welcome bags for each attendee given at registration
- Exhibitor logo placed in the Program Booklet
- Fee is in addition to any booth cost
- Items must be received by ILETSBEI no later than 2 weeks prior to the conference and we must have at least 200 items to fill the bags

SPONSORSHIP PACKAGES (CONT'D)

We want to help you increase your visibility at the Conference, and you can help the ILETSB Executive Institute at the same time! We depend heavily on the support of our corporate friends to assist in underwriting the costs of activities such as breaks and meal functions. We will provide special recognition for sponsors in printed materials, signage, and announcements for your generosity! Co-sponsorship is acceptable!

Conference Reception, Wednesday

- Cost - \$500.00
- Host Logo on large signage in Reception area
- Host Logo placed in the Program Booklet
- Host name and Logo on sheet in Welcome Bag for attendees
- Host Logo placed on ILETSBEI website
- Free reception for up to 3 additional attendees from host sponsor

Lunch Session, Wednesday

- Cost - \$500.00
- Host Logo on large signage in Lunch area
- Host Logo placed in the Program Booklet
- Host name and Logo on sheet in Welcome Bag for attendees
- Host Logo placed on ILETSBEI website
- Free lunch for up to 3 additional attendees from host sponsor

Coffee Breaks/Refreshments during Conference

- Cost - \$200.00
- Host Logo on large signage in Break area
- Host Logo placed in the Program Booklet
- Host name and Logo on sheet in Welcome bag for attendees
- Host Logo placed on website

SPEAKER SPONSORSHIP PROGRAM

- Cost - \$100.00
- Helps sponsor the cost of our presenters for the conference
- Money goes toward travel costs, food, and lodging for each of our presenters
- Sponsor Logo placed in the Speaker Section of the Program Booklet

GIVEAWAYS & DOOR PRIZES

Some of the fun at the *Women in Criminal Justice Conference* is being able to give away items to our participants throughout the conference. We have implemented giveaways during breaks in the Exhibitor area to create more traffic for the exhibitors and an opportunity for everyone to win something fun! There are two ways your organization can help:

Giveaway & Prize Sponsorship

- Cost - \$200
- Money goes toward the big door prizes given at the end (previous years we have given away tablet computers, digital cameras, etc.!)

Giveaways & Prize Donation

- No cost – just provide us with door prizes to be given away during the breaks or bring your door prize to be given away at the lunch on Thursday!
- We have also been known to give away random door prizes during sessions!

EXHIBITOR ACTIVITIES

The ILETSBEI has worked to make sure our Exhibitors are recognized throughout the conference for their wonderful support. In order to do this, we have established some specific activities that will bring conference attendees to your booths and make them aware of who you are!

- Breaks will be held in the Exhibitor Area
- Lunch will be held in the Exhibitor Area
- Exhibitor Bingo will be held to ensure all attendees visit each booth
- An evening reception will be held on Day 1 in the Exhibitor Area for networking

DOOR PRIZE GIVEAWAYS

We want you to get recognition! If you have some promotional items that you want to give away at the breaks, let us know, and we'll make sure to get that on our list! We will connect you with our "Prize Liaison" to make sure they go to your booth to present the prizes!

EXHIBITOR BINGO

We use exhibitor bingo at our Conference to get attendees to visit each booth and increase visibility of all the exhibitors. Each attendee gets an "Exhibitor Bingo" card with YOUR logo in one of the squares. In order for them to be eligible for the large door prize(s) given away at the closing lunch, they **MUST** visit you to get a sticker for your square! It's that easy! This will bring them to your booth and give you the opportunity to talk about your products and company! We hope to have more exhibitors this year and a bigger bingo card for everyone! All attendees who get all of the squares filled are eligible for the drawings for the large door prizes we give away. We have had great participation with this activity and everyone loved it!

EXHIBITOR EVALUATIONS & SUGGESTIONS

We couldn't hold this conference without you! So it's important that we hear from you with suggestions to make the process more efficient and more successful for your interests. We want to hear your ideas and your comments about the conference, so we will be implementing an Exhibitor Evaluation this year just for you! This evaluation will provide you an opportunity to tell us what we did right, tell us what we need to improve, and comment on how we can make the next year's conference even better!

[CLICK HERE TO REGISTER ONLINE AS AN EXHIBITOR](#)

EXHIBITOR INFORMATION

WHY BE AN EXHIBITOR?

1. We are dedicated to your success! We want you to be visible to all attendees!
2. We have a number of choices to fit your budget and will work with you if you have another idea for sponsorship!
3. There are many ways for your company to stand out including signage, name and logo recognition in the program, and links on the ILETSBEI website!

SHOW DATES AND EXHIBITING HOURS

April 5 – 6, 2017

Set-up

Wednesday

8:00 am – 9:30 am

*Set-up may be available Tuesday evening, April 4th. Please contact Joanne Kurt-Hilditch the week prior for more details.

Exhibits Open

10:00 am – 7:00 pm Wednesday, April 5th

8:00 am – 11:00 am Thursday, April 6th

Remove booths by 11:30 am Thursday

CONTACT INFORMATION

Joanne Kurt-Hilditch, ILETSBEI

j-kurt-hilditch@wiu.edu 309-298-2646

And visit the ILETSBEI website for more details:

www.iletsbei.com

HOTEL INFORMATION

Bloomington-Normal Marriott Hotel and Conference Center

201 Broadway Street

Normal, IL 61761

[Bloomington-Normal Marriott Website](http://www.marriott.com/hotels-and-suites/overview.mi001)

309-862-9000

Make sure to mention you are with the ILETSBEI Women in Criminal Justice Conference!

INCLUDED WITH BOOTH

- (1) 8x8 Booth Area
- (2) Chairs
- Conference “goodie” bag
- Electricity

2017 DEADLINES

January 1	March 1	March 20
Info available on Website and mailed to exhibitors	Deadline for Exhibitor booth registration & Sponsorship/Hosting	Deadline for Welcome Bag Info and exhibitor Items for bags

2017 EXHIBITOR/SPONSORSHIP APPLICATION & CONTRACT (CHECKS/PURCHASE ORDER ONLY)

NOTES:

- Space assignments are made on a first come, first served basis
- Cancellations must be received in writing prior to March 20, 2017.
- Exhibitor/Sponsors who wish to send attendees for the conference will be charged at a discounted rate. Please contact Joanne Kurt-Hilditch for details
- Exhibits may be installed 8:00 am to 9:30 am

[CLICK HERE TO REGISTER ONLINE AS AN EXHIBITOR](#)

EXHIBITOR/SPONSORSHIP APPLICATION FORM

To pay by check complete the [Online Application Form and Contract Information](#) here and mail to:

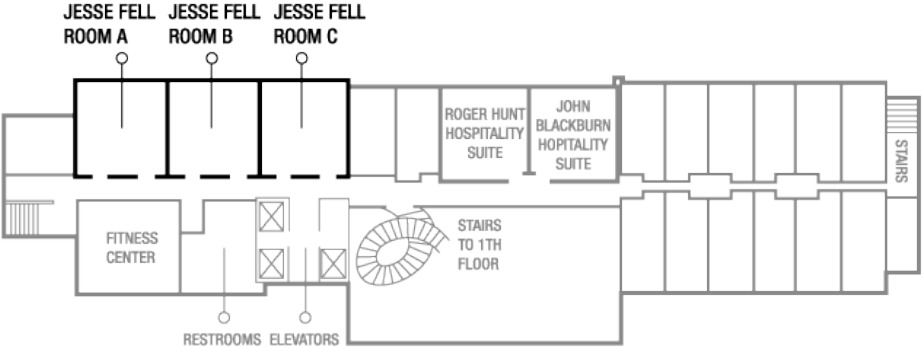
I LETSBEI
Attn: Cindi Bricker
1 University Circle
Macomb, IL 61455

SPONSORSHIP LEVEL	COST
EXHIBITOR SERVICES	
CORPORATE ATTENDED BOOTH	\$300
NOT FOR PROFIT ATTENDED BOOTH	\$200
EDUCATION INSTITUTION ATTENDED BOOTH	\$150
UNATTENDED EXHIBITOR BOOTH	\$100
WELCOME BAG INFORMATION INSERTS (Please make sure to include 200 items and mail to the ILETSBEI at least 2 weeks prior to the conference!)	\$125
ADDITIONAL TABLE FOR DISPLAY	\$50
HOSTING EVENTS	
CONFERENCE RECEPTION – WEDNESDAY	\$500
CONFERENCE LUNCHEON – WEDNESDAY	\$500
COFFEE BREAKS/REFRESHMENTS	\$200
OTHER OPTIONS	
SPEAKER SPONSORSHIP PROGRAM	\$100
GIVEAWAYS & DOOR PRIZE SPONSORSHIP	\$200
GIVEAWAYS & DOOR PRIZE DONATION (Please bring door prizes to the registration desk at check-in/setup)	N/A
TOTAL (Please enter total exhibitor/sponsorship cost here for your selections):	

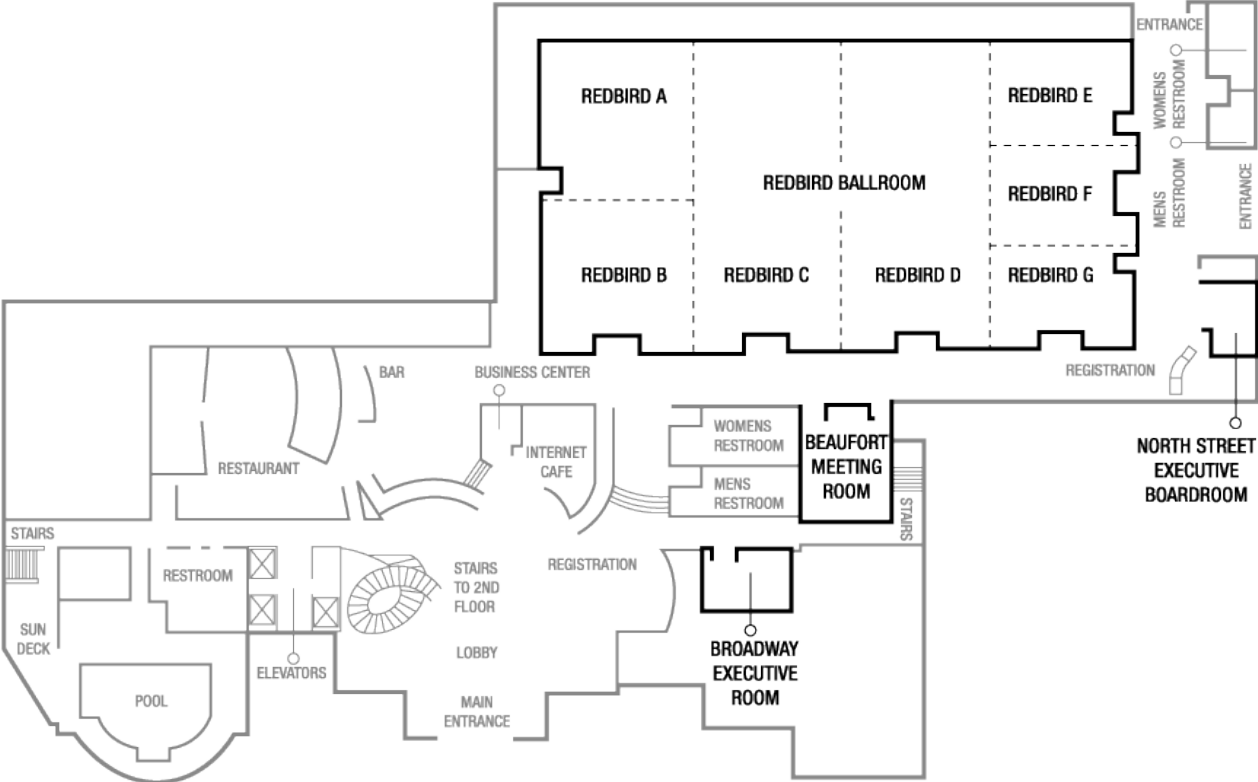
PLEASE SEE THE BENEFITS FOR EACH LEVEL OF SPONSORSHIP AND INCLUDE THE LIST OF EXHIBITOR/SPONSOR ATTENDEES IN THE ONLINE APPLICATION.

Note: Additional meal tickets may be purchased for \$25.00 each above and beyond the level of exhibitor/sponsorship package.

SECOND FLOOR



FIRST FLOOR



Thank you for your support of the
ILETSB Executive Institute
Women in Criminal Justice Conference!

We couldn't do it without you!

[CLICK HERE TO REGISTER ONLINE AS AN EXHIBITOR](#)

Contact Information

Joanne Kurt-Hilditch
j-kurt-hilditch@wiu.edu

309-298-2646

