

GENERAL INFORMATION

Location & Transportation

The 2010 exhibitors' show will be held at the Westin Hotel located at 104th and Westminster Parkway in Westminster, Colorado. This gorgeous facility is located just minutes from Flat Iron Crossing, the Butterfly Pavilion and much more, offering numerable shopping, dining and entertainment venues!

The Westin offers complimentary parking and free transportation within 5 miles of the hotel for all hotel guests. Airport transportation must be made by individual parties.

Booths Packages, Applications & Deadlines

~8x8 BOOTH PACKAGE: includes one 6-ft table, two chairs, one wastebasket, pipe/drape, signage, two representative badges, two conference bags, two attendees at the Wednesday evening reception, and two lunches on Thursday. **The 2010 booth fee is \$550. Your Booth Registration form must be received by November 20th, 2009 to receive the early bird discount of \$525/booth.**

~6 Ft. TABLE PACKAGE **: includes one 6-ft table, two chairs, one wastebasket, draped table, signage, and two representative badges, two conference bags, two attendees at the Wednesday evening reception, and two lunches on Thursday. **The 2010 table fee is \$500. Your Booth Registration form must be received by November 20th, 2009 to receive the early bird discount of \$475/booth.**

**** Vehicles not allowed in table spaces**

Please request electricity, internet access, phone lines, as well as shipping arrangements directly through the hotel using the **Exhibitor Services Requests Form.**

Additional representative fee (badge/conference bag/Wednesday evening reception/lunch): Additional representative badges will also be available at the conference for \$30 each & *produced as time permits.*

Space Allocation

Booth location is determined on a first come first served basis. Many of our last year's attendees took advantage of early registration.

Be sure to send your registration in promptly to avoid disappointment!

Participation Policy

Representatives and organizations that have not been assigned official exhibit booth space will be restricted from distributing promotional materials of any type within the Exhibit Hall or any other areas.

Payments & Refunds

See registration and deadline section regarding costs. A booth cancellation must be in writing 30 days prior to the show in order to receive a refund less a \$50 administration fee.

Room Reservations

Please call 303-410-5000 to reserve your desired accommodations. *Don't forget to mention that you are attending the County Sheriffs of Colorado Exhibitors' Show!*

Electricity, Phone & Internet Access, Shipping

If you require electricity, phone or internet access in your booth, or shipping arrangements, complete and ***fax all 3 pages*** of the **Exhibitor Services Requests Form to the Westin at 303-410-5025 no later than December 28, 2009.** ***On-Site order will incur an additional labor fee of \$20.00.***

CSOC reserves the right to cancel or refuse rental of display space to any person or company whose conduct or display of goods is, in the opinion of the show manager, incompatible with the general character and objectives of the exhibition.

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