



The Minnesota Association of Community Corrections Act Counties invites you to join us for the **MACCAC Annual Conference** at **Ruttger's Bay Lake Resort in Deerwood** on **September 25-27, 2024**.

We hope your organization will consider participating as a conference exhibitor! There will be a vendor fair throughout the conference and a drawing for prizes on the last day.

MACCAC and each of our member counties rely on the vendors whose support makes the conference a success.

**There are three exhibiting levels available at the MACCAC Annual Conference (please see application for details).** \*Please note that exhibit space is limited and space will be reserved and assigned on a first-come, first-served basis. Each exhibit space includes one 8' table in the exhibit room.

In addition, vendors may wish to become acquainted with MACCAC members in a relaxed social setting by participating in the social events planned during the conference.

Vendors may set up their exhibit table any time beginning the morning of Thursday, September 26. We will provide set-up details closer to the conference.

### Lodging Reservations:

You are responsible for making your own lodging reservations at Ruttger's by using their [lodging reservation form](#) by August 23, 2024.

If you have any questions, please contact Matt Cook ([mcook@mncounties.org](mailto:mcook@mncounties.org))

**We look forward to seeing you at the conference!**



# Exhibit Space Application

## Reserve Your Space Early!

Exhibit space is limited and granted on a first-come, first-served basis.

PLEASE PROVIDE YOUR COMPANY/ORGANIZATION'S INFORMATION AS IT SHOULD APPEAR IN CONFERENCE PROGRAM:

COMPANY/ORGANIZATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ WEB: \_\_\_\_\_

CONTACT NAME & EMAIL: (For office use only) \_\_\_\_\_

### Exhibit Levels

\*Each exhibit space includes one 8' table in the exhibit room (adjacent the main meeting room) and listing in the conference program.

- LEVEL 1: Booth only .....\$200
- LEVEL 2: Booth space and half-page ad in conference program..... \$250
- LEVEL 3: Booth space and full-page ad in conference program..... \$300
- LEVEL 4: Booth space and full-page ad in conference program  
PLUS conference sponsorship, which includes the opportunity to  
introduce yourself and your company for two minutes .....\$500

AD SPECIFICATIONS for Levels 2, 3, 4:

- Ads must be submitted in PC format.
- Ads must be black-and-white (grayscale) and saved as a .JPEG, .TIF, .EPS, or .PDF.
- Half-page ads should measure 4<sup>1/4</sup>" wide x 3<sup>3/4</sup>" high / Full-page ads should measure 4<sup>1/4</sup>" wide x 7<sup>1/2</sup>"
- Ads should have at least a 300 DPI resolution.

If your organization is a nonprofit organization, please indicate so by checking this box – nonprofit organizations may be eligible for fee reduction, pending review by MACCAC.

Please email your ad by Friday, August 23,  
to [pizinger@mncounties.org](mailto:pizinger@mncounties.org).

Total Enclosed: \$\_\_\_\_\_

**Please Return This Form With Payment\*  
By Friday, August 23.**

MACCAC Conference Exhibitor Application,  
Attn: Becky Pizinger,  
125 Charles Avenue, St. Paul, MN 55103-2108

**\*Please make checks payable to:  
Association of Minnesota Counties or AMC**

PLEASE INDICATE IF YOU NEED:

Chairs (please include#): \_\_\_\_\_

Other (accommodation not guaranteed): \_\_\_\_\_

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