

# *2010 Cost Containment Joint Seminar*



## ***CAR - NE-IASIU - NEAIFI*** **ANNUAL TRAINING SEMINAR**

June 8<sup>th</sup> & 9<sup>th</sup>, 2010

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### Exhibitors' Information Kit

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At

**Westford Regency Inn & Conference Center**  
**Westford, Massachusetts**



## 2010 Cost Containment Joint Seminar

# **Westford Regency Inn & Conference Center**

*Westford, Massachusetts*

**Room Rates: \$100.00 Single/Double + Tax**

***Refer to NEAIFI/ NEIASIU/CAR Seminar***

This annual conference offers “Prime Time” exhibit space enabling industry suppliers to do business in a marketplace which brings many of the hottest prospects to your booth to examine and evaluate your product offering for their agencies use.

This is the only New England meeting available which brings together under one roof Law Enforcement, Investigators, Forensic Experts and the Insurance Industry. These professionals require highly specialized training, equipment and services and this conference offers a unique opportunity to display your products or service.

**These Professionals generally use Products or Services such as:**

- **Computer Equipment & Specialized Software Programs**
- **Criminal Investigative Equipment**
- **Forensic Supplies & Services**
- **Reference Materials**
- **Specialized Cameras & Photographic Supplies**
- **Investigators from a multiple of disciplines**
- **Testing Services**
- **Interpretive services**
- **Medical interpretation**
- **IME services**
- **Accident Reconstruction Experts**
- **Investigative Services**
- **Fire Investigation**

## **LIMITED VENDOR SPACE SO ACT NOW**

**For Information Contact: Lou Larose (617) 947-2375 OR Jayne MacVarish**

**Email: JMACVARI@travelers.com] cell:508-801-4375**

**E-Mail:NEIASIU@comcast.net or visit <http://neiasiu.org>**

# 2010 Cost Containment Joint Seminar

*June 8<sup>th</sup> & 9<sup>th</sup>, 2010*

At

## *Westford Regency Inn & Conference Center*

*Westford, Massachusetts*

### **Hotel Reservations:**

#### **Westford Regency Inn & Conference Center**

**Room Rate:** \$100.00 for Single or Double

*Hotel arrangements have been made but you must register by 5-17-10 to get this rate.*

**To Reserve a Room:** Call: 978-692-8200 or 800-543-7801

**Reserve a Room on the Web:** [http://www.westfordregency.com/Contact\\_Us/Reservations.html](http://www.westfordregency.com/Contact_Us/Reservations.html)

### **Exhibitor Information:**

Exhibitor Setup: Monday, June 7th (after 6:00 pm) and/or Tuesday, June 9<sup>th</sup> (after 6:30 am)

Exhibits will be open as follows:

8:00 a.m. to 6:00 p.m. on Tuesday, June 8, 2010

8:00 a.m. till 2:00 p.m. on Wednesday, June 9, 2010

Tear down (remove exhibits) on Wednesday

Booth Space includes one (1) table to set up your exhibit (maximum of 10').

Internet and electrical connections are available, see attached form to be returned with registration.

Exhibitors wishing to bring larger equipment for display can do so in the parking lot with special arrangements with the hotel.

Exhibitors will be listed in our Attendees Handout Roster. Additional advertising space in the roster can be purchased as listed on the registration form.

Exhibitors are encouraged to bring door prizes that will be raffled off during lunch on Wednesday.

It is our goal to make this an “*Exhibitor Friendly*” Conference. If you have any questions or concerns please **contact:** Lou Larose **E-Mail** [llarose@amica.com](mailto:llarose@amica.com) cell: 617-947-2375  
or Jayne MacVarish 508-801-4375



# Westford Regency Inn and Conference Center

## ELECTRICAL/VENDOR REQUEST FORM

219 Littleton Road

Westford, MA 01886

**Phone: 978-692-8200**

**FAX: 978-692-5309**

*The following electrical prices include installation, electrical consumption and disconnect. Exhibitors should bring their own extension cords or power strips. Some extension cords are available with a \$25.00 deposit. The deposit is refunded when the cord is returned. The non-refundable fee for extension cords is \$7.50 each.*

|   | Price (per day)          | # Required | # of Days Required | total \$ |
|---|--------------------------|------------|--------------------|----------|
| 120 volt, 20 amp  | \$30.00                  |            |                    |          |
| 120 volt, 30 amp  | \$30.00                  |            |                    |          |
| 100 amp service   | \$600.00                 |            |                    |          |
| 200 amp service   | \$900.00                 |            |                    |          |
| Dedicated Circuit, 120 volt   | \$40.00                  |            |                    |          |
| Dedicated Circuit, 120 volt   | \$70.00                  |            |                    |          |
| 208/220 volts, 20 amp   | \$50.00                  |            |                    |          |
| 208/220 volts, 30 amp   | \$70.00                  |            |                    |          |
| Dedicated Circuit, 208 volts  | \$55.00                  |            |                    |          |
| Dedicated Circuit, 208 volts  | \$70.00                  |            |                    |          |
| Extension Cords   | \$7.50                   |            |                    |          |
| Power Strips  | \$7.50                   |            |                    |          |
| Electrical labor to assist  | \$30.00 per hour         |            |                    |          |
| 1/2" VHS Player/Recorder  | \$50.00                  |            |                    |          |
| 20" TV Monitor  | \$75.00                  |            |                    |          |
| 27" TV Monitor  | \$100.00                 |            |                    |          |
| T 1 High Speed Internet   | \$99.00                  |            |                    |          |
| *If computer monitors are needed prices can be quoted based upon computer type and graphic resolutions. | Prices to be determined  |            |                    |          |
| Telephone Line (This is an in-house extension)  | \$20.00 plus phone calls |            |                    |          |
|   | Total Price              |            |                    |          |
|   | 5 % Tax                  |            |                    |          |
|   | <b>Total</b>             |            |                    |          |

\*Note\* We cannot guarantee any orders placed on setup day.

Today's Date: \_\_\_\_\_ Booth Number: \_\_\_\_\_ Total Amount of Check Enclosed: \$ \_\_\_\_\_

Credit Card Number \_\_\_\_\_

Name of Show/Dates: \_\_\_\_\_

Company (Vendor) Name: \_\_\_\_\_

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

City/State/Zip: \_\_\_\_\_ Phone: \_\_\_\_\_

Person in Charge of Exhibits: \_\_\_\_\_ Telephone number: \_\_\_\_\_

Please return this electrical order with payment in FULL to the Westford Regency Inn two (2) weeks prior to the show date. A surcharge of \$50 will be levied on any order less than 2 weeks prior to the show. At the conclusion of the show, an inventory will be taken for each booth. If electrical equipment is not intact, a \$35.00 charge will be imposed for each booth with such missing items.

*Please complete form and send with check payable to the above address.*