

# 2023 TEMSEA

# Conference



[www.tnemsea.com](http://www.tnemsea.com)

**July 19 – 21, 2023**

**Embassy Suites Murfreesboro**

**Murfreesboro, TN**

[www.embassysuitesmurfreesboro.com](http://www.embassysuitesmurfreesboro.com)



**Tennessee Emergency Medical Services Education Association**

**[www.TNEMSEA.com](http://www.TNEMSEA.com)**

January 30, 2023

RE: TEMSEA Conference

Dear EMS Vendor:

It is time once again to make plans to attend our annual EMS conference. It will be held in Murfreesboro, TN, in the heart of our great state. The conference will be at Embassy Suites from Wednesday, July 19<sup>th</sup> to Friday, July 21<sup>st</sup>, 2023. Our conference is not merely a great place to exhibit your products, but an opportunity for you to bring your entire family for a fun vacation. Go to [www.embassysuitesmurfreesboro.com](http://www.embassysuitesmurfreesboro.com) for more information. We will be hosting EMS Educators, Leaders, Providers, and High School Health Science Teachers from across the state. We will be providing educational classes for all levels and will have nationally and locally known speakers.

We certainly hope you will consider attending our annual conference to display your products for everyone to see. Please visit our website to register for the 2023 TEMSEA Conference as soon as possible so we can be sure to provide you with the amount of space you require. We look forward to hearing from you and want to thank you for supporting EMS Education in Tennessee. If you have any questions do not hesitate to contact us via email or phone listed below.

Respectfully,

Jason Fox  
TEMSEA Vendor Co-Coordinator  
423-312-6576  
[jason.fox@tnemsea.com](mailto:jason.fox@tnemsea.com)

Greg Johnson  
TEMSEA Vendor Co-Coordinator  
615-692-2355  
[greg.johnson@tnemsea.com](mailto:greg.johnson@tnemsea.com)



## **The Tennessee EMS Education Association**

### **2023 Conference**

#### **Vendor Guidelines**

<b>Exhibit Dates</b>	Wednesday - July 19, 2023 through Friday - July 21, 2023	
	Exhibits must be set up by Wednesday morning. Set up will begin at 2:00 pm on Tuesday, July 18. Exhibits must be taken down by noon Friday morning.	
	Exact exhibit times will be distributed with on-site registration materials.	
<b>Location:</b>	<b>Embassy Suites Murfreesboro</b> 1200 Conference Center Blvd. Murfreesboro, TN 37129 615-890-4464	
<b>Hotel Contact:</b>	Vendor information contact: – Kaitlyn Holmes 615-821-3491	
<b>TEMSEA Contact:</b>	Jason Fox 423-312-6576 <a href="mailto:jason.fox@tnemsea.com">jason.fox@tnemsea.com</a>	Greg Johnson 615-692-2355 <a href="mailto:greg.johnson@tnemsea.com">greg.johnson@tnemsea.com</a>
	Additional information may also be obtained at our web site: <a href="http://www.tnemsea.com">www.tnemsea.com</a>	
<b>Attendees:</b>	First Responders, EMT's, AEMT's, Paramedics, Critical Care Paramedics, RN's, MD's, all levels of EMS Instructor/Coordinators, EMS Program Directors, College Deans, EMS Medical Directors, HOSA Instructors and Instructors of all levels of AHA Courses (BLS, ACLS, PALS, etc).	
<b>Display Materials:</b>	Shipping, receiving, storage of materials, and additional supplies or equipment requests should be made with Embassy Suites Murfreesboro and may include additional costs for which the vendor is responsible. Contact hotel representative for further information.	
<b>Display Fees:</b>	Vendor space is reserved on a first come basis, so please register early to assure a space. A \$200.00 late fee will be assessed on registrations or payments received after July 1, 2023.	

**Exhibitor: \$500.00** - includes one 6-foot table w/drape, 2 chairs, 2 exhibit badges, and 15 seconds on screen advertisement, recognition as a sponsor on the TEMSEA website for 1 year. Additional tables are \$150.00, 2 lunch vouchers for Thursday, one WiFi connection and free electrical connection.

**Bronze Sponsor: \$750.00** - includes one 6-foot table w/drape, 2 chairs, 2 exhibit badges, and 30 seconds on screen advertisement with your logo, recognition as a sponsor on the TEMSEA website for 1 year. Additional tables, \$150.00 each, 2 lunch vouchers for Thursday, one WiFi connection and free electrical connection.

**Silver Sponsor: \$1000.00** - includes two 6-foot tables w/drapes, 2 chairs, 2 exhibit badges, and 45 second on screen advertisement with your logo, recognition as a sponsor on the TEMSEA website for 1 year. Additional tables are \$150.00 each, 2 lunch vouchers for Thursday, one WiFi connection and free electrical connection.

**Gold Sponsor: \$1,500.00** - includes two 6-foot tables w/drapes, 2 chairs, 2 exhibit badges, and 60 seconds on screen advertisement with your logo, recognition as a sponsor on the TEMSEA website for 1 year. Additional tables are \$150.00 each, 2 lunch vouchers for Thursday, one WiFi connection and free electrical connection.

**Platinum Sponsor: \$2,500.00** – includes two 6-foot tables w/drapes, 4 chairs, 4 exhibit badges, full recognition as a sponsor of one break and 75 seconds on screen advertisement with your logo, recognition as a sponsor on the TEMSEA website for 1 year. Additional tables are \$150.00 each, 4 lunch vouchers for Thursday, one WiFi connection and free electrical connection.

**Sapphire Sponsor: \$5,000.00** - includes three 6-foot tables w/drapes, 6 chairs, 6 exhibit badges, full recognition as a lunch sponsor and 75 seconds on screen advertisement with your logo, recognition as a sponsor on the TEMSEA website for 1 year, 6 lunch vouchers for Thursday, one WiFi connection and free electrical connection.

**Diamond Sponsor: \$10,000** – includes three 6-foot tables w/drapes, 6 chairs, 6 exhibit badges, full recognition as the sponsor of the awards banquet, 90 seconds of on- screen advertisement with your logo, recognition as a sponsor on the TEMSEA website for 1 year, 6 lunch vouchers for Thursday, one WiFi connection and free electrical connection.

**\*\*Social Sponsor: \$5,000** – includes one 6-foot table w/drape, 2 chairs, and 2 exhibit badges. Additional tables are \$150.00, 2 lunch vouchers for Thursday, recognition as a sponsor on the TEMSEA website for 1 year, one WiFi connection and free electrical connection. The sponsor will receive numerous announcements during the event as well as sole recognition as the sponsor of the social event in both digital and printed materials. In addition, the sponsor receives 75 seconds on screen advertisement in the scrolling PowerPoint between sessions and a banner displayed behind the band at the social event. The social will be for 3 hours and will consist of a live band, dance area and a cash bar. The sponsor will also have the opportunity to speak briefly at the start of the social event.

<b>Exhibit Space:</b>	Exhibit spaces will be assigned by TEMSEA at the conference.
<b>Electricity:</b>	<b>If electricity is needed, you must submit your request at time of registration. Day of conference requests cannot be guaranteed and will require an additional expense per hotel.</b>
<b>Registration:</b>	Each Vendor must submit payment and register from the TEMSEA website. This online registration is the <u>Contract to Exhibit</u> . The <u>Contract to Exhibit</u> with payment must be received by <b>July 1, 2023</b> , to guarantee exhibit space.
<b>Payment of Fees:</b>	Payment of all fees must be received no later than <b>July 1, 2023</b> . Payments are to be made payable online or checks mailed to TEMSEA at the address listed below.
<b>Check-In/Out:</b>	Vendor on-site check-in and set-up: can begin on Tuesday, July 11, 2023, at 2:00pm
<b>Set-Up Information:</b>	All exhibits must be set-up and ready to receive participants no later than 8:00 am on Wednesday. The last break will be around 10:00 am on Friday. All display items should be removed by noon on Friday.
<b>Lodging:</b>	Room reservations: - Call the hotel 615-890-4464 and use code TEM or go to <a href="http://www.tnemsea.com">www.tnemsea.com</a> website and register online. Vendors are encouraged to take advantage of TEMSEA's discounted group rate of \$137.00 plus taxes, per night, at the Embassy Suites Murfreesboro. Please identify yourself with the Tennessee EMS Education Association to receive this discount. Rooms are limited, so early registration is recommended. The TEMSEA Conference rate is available on a first-come basis until either the room block is filled or July 1, 2023. After the TEMSEA room block is filled, prevailing rates will apply.
<b>Restrictions:</b>	TEMSEA reserves the right to prohibit or require the removal of any display or exhibit or any part of an exhibit which it deems not suitable or in accordance with these regulations or in accordance with acceptable professional ethics or for other reasons deemed necessary or appropriate by TEMSEA. All exhibits shall conform in all respects to applicable safety, health, and fire codes plus rules of the Embassy Suites Murfreesboro.
<b>Security:</b>	Insurance of exhibit contents and personnel is recommended. TEMSEA does not insure vendor property. TEMSEA and Embassy Suites Murfreesboro shall use reasonable care in providing security measures during the hours of installation and operation for the protection of the vendor's materials and display. Beyond this, TEMSEA, the Embassy Suites Murfreesboro, their respective officers, directors, and employees or agents shall not be responsible for the safety or protection of the property of the vendor, its employees, and agents from any cause.

<b>Liability:</b>	By exhibiting, vendor for and on behalf of itself, its employees and agents, release and waive all claims, demands or actions against TEMSEA and or Embassy Suites Murfreesboro and their respective officers, directors, employees, and agents. In addition, vendor agrees to hold harmless and indemnify TEMSEA and or Embassy Suites Murfreesboro, their respective officers, directors, employees, and agents resulting from any negligent or intentional act or omission of vendor, its employees, agents, and invitees, and each of them. The person who signs the Contract to Exhibit on behalf of themselves, their employers, employees, or agents warrants they are authorized to sign such contract. Persons who may for any reason falsely represent their power and or authority shall not be cause for alteration or termination of the Contract to Exhibit. Transfer, release, or removal of individuals from the title/position as noted in this Contract to Exhibit as listed by the vendor either Party noted below shall not be cause for alteration or termination of this Contract to Exhibit.
<b>Cancellations:</b>	Applicants who register for space may cancel, in writing, to TEMSEA, and must be received at the registration address prior to July 1, 2023, to receive a refund minus a 50% cancellation fee. Applicants who cancel after July 1, 2023, will forfeit the entirety of their registration fee.
<b>Failure to Occupy:</b>	Any space not occupied on Wednesday, July 19, 2023, by noon shall be deemed forfeited by the vendor. TEMSEA may reassign such space without any obligation to the vendor.
<b>Digital Logo:</b>	Please provide TEMSEA with a digital copy of your logo for on screen advertisement. The logo should be emailed to <a href="mailto:michael.wells@tnemsea.com">michael.wells@tnemsea.com</a> .
<b>Contract to Exhibit:</b>	Please go to <a href="http://www.tnemsea.com">www.tnemsea.com</a> to register. Completion of the registration form is considered completion of the contract to exhibit.
<b>Tax ID Number:</b>	62-1454160
<b>W-9:</b>	Available Upon Request
<b>If paying by check, make check payable to:</b>	TEMSEA
<b>Mail to:</b>	TEMSEA c/o Rocky Kanipe, Treasurer 3860 Copper Ridge Road Morristown, TN 37814
	<b>To be received no later than:</b> July 1, 2023

**Thank you for all you do for EMS Education in Tennessee!**