

MISSISSIPPI ASSOCIATION OF SUPERVISORS

93RD ANNUAL CONVENTION | JUNE 13-16, 2022

MS COAST CONVENTION CENTER | HARRISON COUNTY



VENDOR & EXHIBITOR REGISTRATION

Registered Vendors, Sponsors and Exhibitors are welcome to attend all events on the published agenda. Name badges are required for all Convention activities.

- **2022 Exhibit Hall:** Exhibit Hall will open [Tuesday, June 14, 2022](#) from 11:30 a.m. – 3:00 p.m. and [Wednesday, June 15, 2022](#) from 8:00 a.m. to 3:00 p.m. Exhibitors must check in at Registration Desk and complete booth setup by 11:00 a.m., Tuesday, June 14, 2022.
- **Exhibitor Door Prizes:** Exhibitors are encouraged to giveaway door prizes at their booth. If you would like for MAS to distribute your door prizes during educational sessions, please bring them to the vendor registration desk.

HOTEL RESERVATIONS

- Hotel blocks are open! Conference rate(s) may not be available before March 14 or after cutoff date(s).
- Only **registered** attendees may make reservations under the MAS room blocks.
- You must request MAS rate **at the time reservation is made** to guarantee block rates. Rates cannot be changed at check-in or check-out. Block rates are subject to sales tax and resort fees (vary by property).
- You must confirm required deposit, cancellation, early check-out and other policies with hotel.

Beau Rivage: 875 Beach Blvd, Biloxi, MS 39530

Rate.....\$185
Cutoff Date.....May 16, 2022
Phone: 888.567.6667 ... Group Code: **MS Assn. of Supervisors** [Click HERE for online booking link](#)

South Beach Biloxi Hotel & Suites: 1735 Beach Blvd, Biloxi, MS 39531

Rate.....\$149 - \$219
Cutoff Date.....May 31, 2022
Phone: 228.388.2627Group Code: **MSAS**

White House Hotel: 1230 Beach Blvd, Biloxi, MS 39530

Rate.....\$240 - \$272
Cutoff Date.....May 12, 2022
Phone : 228.233.1230 Group Code: **MS Assn. of Supervisors**.....Online Booking Code: **2022MSSUPER**

IP Casino : 850 Bayview Ave, Biloxi, MS 39530

Rate.....\$99.99
Cutoff Date.....May 22, 2022
Phone: 888.946.2847 #1 Group Code: **MASF22C**
Online Booking Link: www.ipbiloxi.com/groups

Hotel Legends: 674 Beach Blvd, Biloxi, MS 39530

Rate.....\$179
Cutoff DateMay 12, 2022
Phone: 228-400-4001/Dial 0.....Group Code: **MSAOS22**
..... <http://hotellegends.com>

Margaritaville: 195 Beach Blvd, Biloxi, MS 39530

Rate.....\$189 - \$209
Cutoff DateMay 12, 2022
Phone: 228.271.6348 Ext. 3055Group Code: **MS Assn. of Supervisors**

Golden Nugget: 151 Beach Blvd, Biloxi, MS 39530

Rate.....\$139-\$159
Cutoff DateMay 22, 2022
Phone: 800.777.7568 Group Code: **S220373**
[Click HERE for online booking link](#)

Doubletree Hilton: 940 Beach Blvd, Biloxi, MS 39530

Rate.....\$129-\$139
Cutoff DateMay 13, 2022
Phone: 228.546.3100Group Code: **MSS**
[Click here for online booking link](#)

Return completed form to:

Yamaiky Gamez
793 N. President St.
Jackson, MS 39202

Via Email: YGamez@massup.org
Via Fax: 601.353.2749



VENDOR & EXHIBITOR REGISTRATION FORM

Company Name: _____
Contact Name: _____ Title: _____
Mailing Address: _____ Suite/Floor: _____
City: _____ State: _____ Zip: _____
Phone: _____ Cell: _____ Fax: _____
Email: _____

SECTION 1: INDIVIDUAL ATTENDEE. I wish to **attend** the MAS 93rd Annual Convention. My company will not exhibit or receive sponsor recognition. Non-Member Rate (**\$645**) or Affiliate Partner/Member Rate (**\$600**) per person.

Print Name (as it will appear on name badge)

Title

Registrations received at the MAS office after May 31 will be processed onsite.

Onsite Registration Cost: Non-Member (**\$725**) per person/Member Rate (**\$675**) per person

Program AD: Place your business card advertisement in the official Convention Program **\$200** (Artwork must be submitted to the MAS office for approval & printing no later than **May 6**) (Space is limited; first come, first serve)

My company wishes to purchase business card size ad in the MAS program (artwork must be approved by MAS)

Stop! Skip to Sections 8 and 9 to finalize Individual Attendee Registration.

SECTION 2: PREMIER SPONSOR. All Premier Sponsorships include company's logo featured on event signage, in brochure and listing in follow-up magazine issue. Specific benefits vary by package (see options below). Up to 5 additional attendees may be added for \$250 per person. Premier Sponsors have the option to host a hospitality suite (**See Section 6**)

- My company will donate a Grand Prize (winner to be drawn by MAS during educational sessions).
- Lanyards - \$4,500 (Premier Sponsorship recognition, comp'd registration for three attendees & program ad)(We must receive your artwork no later than **April 22, 2022** to allow sufficient processing & delivery time)(MAS will order approx. 1200 lanyards and return any lanyards not utilized)
- Luncheon – \$8,000 (**Two slots**) (Includes complimentary registration for five attendees, one optional, complimentary 10x10 exhibit booth)
- Breakfast – \$7,500 (Includes complimentary registration for four attendees, one optional, complimentary 10 x 10 exhibit booth)
- Wi-Fi Sponsor – \$3,000 (Includes complimentary registration for two attendees, recognition/listing in final program, comp'd ad in program)
- Break Refreshments – \$3,500 (**Four Slots**) (Includes complimentary registration for three attendees, comp'd ad in program)
- Registration Desk – \$2,750 (**Three Slots**) (Includes complimentary registration for two attendees)
- Coffee Station - \$2,500 (**Two Slots**) (Includes complimentary registration for two attendees) (You may bring coffee cups and/or coffee cup sleeves with your company's logo to be set out either Tuesday, June 14 or Wednesday, June 15)
- MAS Annual Cookout at Point Cadet (Contact Yamaiky for more information)

SECTION 3: SPONSOR. My company wishes to **sponsor** the Convention. My company does not want to purchase exhibit space. All Sponsors will be listed in brochure and follow-up magazine issue. Up to 5 additional attendees may be added for \$250 per person. Sponsors have the option to host a hospitality suite (**See Section 6**).

- Platinum Sponsor – \$1,400 (Includes complimentary registration for two attendees)
- Gold Sponsor – \$800 (Includes complimentary registration for one attendee)

Must complete Sections 5, 8 and 9 to finalize Sponsor Registration.

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Via Fax: 601.353.2749



SECTION 4: EXHIBITOR. My company wishes to **exhibit** at the Convention. All Exhibitors will be listed in brochure and follow-up magazine issue. Up to 5 additional attendees may be added for \$250 per person.

A. **EXHIBIT BOOTHS:** Each booth package includes: one 10'w x 10'd exhibit booth, with 8' h back drapes and 3' h side dividers; one booth sign; one 6' skirted display table and two chairs. Additional furnishings and services, including electrical, must be contracted separately with **Convention Display Services (CDS)**. Once booth assignments are finalized, CDS will email an exhibitor packet with more information. You may contact CDS directly at 601.948.4228.

B. **BULK SPACE:** Subject to availability, bulk space will be charged at **\$1.50 per square foot** with a minimum purchase of **300 square feet (10'x30' block)**. Bulk space does not include booth furnishings. Indoor and outdoor bulk space is limited and will be assigned on a first-come basis. **Exhibitor must purchase at least one exhibit booth to be eligible for bulk space purchase. Bulk space must be requested by June 1, 2022. Equipment will not be allowed to be set up outside or inside without prior approval. You will be asked to please remove your equipment.**

C. **EXHIBIT RATES:** **First Booth:** Non-Member - **\$875**; Affiliate Partner- **\$800**; State Agency/Nonprofits- **\$650**
Additional Booth(s): Non-Member/State Agency/Nonprofits-**\$600**; Affiliate Partner-**\$550**

- My company wishes to purchase _____ exhibit booth(s) for \$_____.
- Preferred booth(s): First choice(s): _____ Second choice(s): _____ Third choice(s): _____
- My company wishes to purchase _____ bulk space(s). Outside Inside **SQ FOOTAGE** _____

D. **SIGNAGE:** Please print your company name exactly as you want it to appear on the sign. No logos or slogans. **If this section is left blank, company name will be printed exactly as shown on Page 1.**

Company Name (as it will appear on booth sign)

F. Exhibitor must initial each of the following statements.

_____ **Booth Assignment:** MAS reserves the absolute right to assign all exhibit space, and the decision of MAS regarding assignment, reassignment or rearrangement is final. **Exhibitor acknowledges that booth selections above are not guaranteed for final assignment. Booth assignment will be solely MAS' decision. Once all booths are assigned, we will contact you. Booth assignments will be emailed to you by June 1, 2022. Please wait to ask for your booth assignment until June 1. We are working as quickly as possible and would greatly appreciate your patience.**

_____ **Attendees:** Exhibitor may register two complimentary attendees. Additional attendees will be charged \$250 per person. **All persons on the Exhibit Hall must be registered attendees. No one will be allowed in the Exhibit Hall without a name badge, including guests.**

_____ **Exhibit Hours; Setup and Takedown:** Exhibit Hall will be open **11:30 a.m. – 3:00 p.m., Tuesday, June 14, 2022** and **8:00 a.m. to 3:00 p.m., Wednesday, June 15, 2022.** Set-up will be 1:00 p.m. – 4:00 p.m. on Monday, June 13, 2022 and 8:00 a.m. – 11:00 a.m. on Tuesday, June 14, 2022. Exhibitors must check in at Registration Desk and pick up booth packets before entering the Exhibit Hall. **Each attendee must sign in and pick up his/her own name badge.** All booths must be open and staffed during Exhibit Hours. **Takedown will occur Wednesday, June 15, 2022 from 3:00 p.m. – 5:00 p.m. Exhibitors may not dismantle booths before 3:00 p.m., Wednesday, June 15, 2022. Early departure may incur a \$200 penalty.**

_____ **Door Prizes:** Exhibitors are encouraged to give away door prizes as this helps attract crowds to the show. MAS will **not** be drawing after the final education session on Wednesday, June 16 in the General Assembly room as we have in previous years. We encourage all our Exhibitors to give away door prizes at their booth or to bring them to the vendor registration desk to be given away during the education breakout sessions. Exhibitors are welcome to present their door prize in the breakout session. If you would like to present your door prize during one of the educational sessions, please find a MAS staff member so they can assist. Door prizes brought to the vendor registration desk will be distributed over the course of the event in each education breakout session(s) at random. **Stop! Must complete Sections 5, 8 and 9 to finalize Exhibitor Registration.**

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SECTION 5: ATTENDEE LIST (REQUIRED FOR SECTIONS 2, 3 OR 4)

List all attendees from your company. Check your Sponsor or Exhibitor package to determine number of complimentary attendees. Any additional names listed below will be billed as Additional Attendees at the rate of \$250 per person.

Name badges must be worn to access all Convention activities, including the Exhibit Hall.

_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)
_____	_____
Print Name (as it will appear on name badge)	Title (Required)

SECTION 6: HOSPITALITY SUITE REQUEST (OPTIONAL)

MAS has reserved a limited number of hospitality suites with the Beau Rivage Hotel. Suites are limited and will be awarded on a first request basis. Requests **must** be approved by MAS before arrangements may be made with hotel. Vendor will be solely responsible for making catering and other arrangements with the Hotel.

Only registered Sponsors may host a hospitality suite.

NOTE: Vendor agrees not to schedule a hospitality suite or social event that competes with official Convention schedule. Therefore, no hospitality suite may be open between the hours of 7:30 a.m. and 4:30 p.m. Please indicate the requested date(s) for your suite.

<input type="checkbox"/> Monday, June 13, 2022	Time Open: _____	Time Closed: _____
<input type="checkbox"/> Tuesday, June 14, 2022	Time Open: _____	Time Closed: _____
<input type="checkbox"/> Wednesday, June 15, 2022	Time Open: _____	Time Closed: _____

SECTION 7 – CANCELLATION AND REFUND POLICY

Written notice of cancellation must be received at the MAS Office no later than **Friday, April 29, 2022**. Refund requests will be subject to a \$100 service charge. All contracts/registration forms submitted but not cancelled by the deadline will be due in full regardless of if you have prepaid or not before the deadline of April 29, 2022. No refunds will be issued for cancellations received after **Friday, April 29, 2022**. No refunds will be processed until after the close of the Convention.

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SECTION 8 – PAYMENT (REQUIRED)



Please indicate payment method below. Make checks payable to Mississippi Association of Supervisors. Remit to: MAS Convention, 793 N. President St., Jackson, MS 39202.

Bill Me Check Enclosed Credit Card (Visa/MC/Amex) (*email me an invoice to pay online*)

Billing Address: _____

Section 1 Subtotal: \$ _____

Section 2 Subtotal: \$ _____

Section 3 Subtotal: \$ _____

Section 4 Subtotal: \$ _____

No. of Additional Attendees _____ x \$250 each \$ _____ (Not available for Individual Attendees)

Credit Card Payments: MAS will email an invoice with payment link to the contact listed below:

Name: _____ Title: _____

Email: _____

SECTION 9 – ACKNOWLEDGEMENTS AND SIGNATURE (REQUIRED)

Please read carefully and sign below.

Vendor acknowledges that it has been advised that public officials are subject to the Mississippi Ethics Law. Vendor understands that, if applicable, the Mississippi Lobbying Reform Act of 1994 may apply.

Vendor agrees to the Rules and Regulations as agreed upon by MAS and the Mississippi Coast Convention Center which are hereby expressly incorporated herein by reference and made a part of this agreement (copy provided upon request).

No distribution of pamphlets, materials or other information is allowed in lobby or meeting areas. Such materials may only be distributed in the Exhibit Hall during Exhibit Hours.

Vendor acknowledges that it has read and understands all terms and conditions in this 2022 Vendor & Exhibitor Registration Form.

Vendor acknowledges that they will not be allowed to set up equipment without prior approval.

Vendor acknowledges that registration is not complete and exhibit space (if applicable) will not be assigned until this 2022 Vendor & Exhibitor Registration Form is signed and full payment is received by MAS.

Signature

Date

Onsite Contact:

Please list person or person(s) who we may contact in case of any issues, requests, questions, etc., that may occur during the Meeting.

Contact Name: _____

Cell Number: _____

Contact Name: _____

Cell Number: _____

MAS USE ONLY

Date Rec'd: _____

Booth(s) Assigned: _____

Total Due: _____

Paid: _____

Invoice Number: _____

Check Number: _____

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