

# A Winning Hand with FCCFA!



## EXHIBITOR PROSPECTUS & SPONSORSHIP OPPORTUNITIES



2019 FCCFA ANNUAL CONVENTION & TRADE SHOW

July 25 - 27, 2019

Tampa Marriott Waterside Hotel & Marina - Tampa, Florida

# AN INVITATION TO EXHIBITORS & SPONSORS



On behalf of the Florida Cemetery, Cremation & Funeral Association, it is my pleasure to invite your company to participate in the 2019 FCCFA Annual Convention & Trade Show. The convention will take place **July 25–27** at the Tampa Marriott Waterside Hotel & Marina in Tampa, Florida.

The theme for the 2019 Convention is **“A Winning Hand with FCCFA”**. This convention we want to focus on the winning partnership we have with you as vendors and the success working together brings to our industry. We believe your participation in the FCCFA Convention will not only be a great investment for your company, but will also provide you with valuable networking opportunities that will increase your return on investment as an exhibitor and/or sponsor.

The FCCFA Convention is unique in design! The trade show, general sessions, as well as other activities will all take place in one location in the trade show hall. We have scheduled lunch on Friday, a reception on Friday evening, breakfast on Saturday and trade show breaks each day between the educational sessions to provide your company networking opportunities with the attendees while showcasing your products and services. This convention is a great way to meet the most providers in one location during 2019 and provide an exceptional experience for your company.

We invite you to participate in this excellent opportunity and look forward to seeing you in July in Tampa!

Sincerely,  


**Dwane Wills, FCCFA President**

## 2019 TRADE SHOW HALL SCHEDULE OF EVENTS

### THURSDAY, JULY 25

11:30 a.m. – 4:00 p.m.	2019 Vicki Uselton Memorial Golf Tournament
2:00 p.m. – 5:00 p.m.	Exhibitor Registration & Setup
3:00 p.m. – 5:00 p.m.	Registration Desk Open
5:30 p.m. – 6:30 p.m.	FCCFA Welcome Reception

### FRIDAY, JULY 26

7:30 a.m. – 9:00 a.m.	Breakfast On Your Own
7:30 a.m. – 9:00 a.m.	Exhibitor Registration & Setup
7:30 a.m. – 5:30 p.m.	Registration Desk Open
9:30 a.m. – 5:30 p.m.	Trade Show Hall Open
9:30 a.m. – 11:00 a.m.	GENERAL SESSION
11:00 a.m. – 11:30 a.m.	Trade Show Break
11:30 a.m. – 12:45 p.m.	GENERAL SESSION
12:45 p.m. – 2:00 p.m.	Lunch with Exhibitors in Trade Show Hall
2:00 p.m. – 3:00 p.m.	GENERAL SESSION
3:00 p.m. – 3:30 p.m.	Trade Show & Beverage Break
3:30 p.m. – 4:15 p.m.	FCCFA Business Meeting & Elections

4:30 p.m. – 5:30 p.m.	Networking Reception in Trade Show Hall
6:00 p.m.	Dinner On Your Own

### SATURDAY, JULY 27

8:00 a.m. – 12:30 p.m.	Registration Desk Open
8:30 a.m. – 10:00 a.m.	Breakfast with Exhibitors in Trade Show Hall
8:30 a.m. – 12:00 p.m.	Trade Show Hall Open
9:30 a.m. – 10:30 a.m.	GENERAL SESSION
10:30 a.m. – 11:00 a.m.	Trade Show Break
11:00 a.m. – 12:00 p.m.	GENERAL SESSION
12:00 p.m. – 1:30 p.m.	Exhibits Breakdown
6:30 p.m. – 10:30 p.m.	Celebration of Life Presentation / Closing Dinner / Installation & Awards / Casino Games & DJ

*(Note: Each exhibit booth and table top display package includes (2) tickets to the Reception & Banquet Dinner on Saturday evening.)*

# EXHIBIT BOOTH & TABLE TOP DISPLAY PACKAGES

**\$995 – 8' X 10' Booth (Member)**  
**\$1,250 – 8' X 10' Booth (Non-Member)**

**2019 Exhibit Booth Package Includes:**

- One (1) 8' X 10' exhibit booth, 3' high side rails and 8' high back draping, 6ft. skirted table, two (2) chairs, wastebasket & identification sign
- Two (2) Exhibitor name badges with full access to all sessions and events in trade show hall
- Two (2) Tickets to the Reception & Banquet Dinner on Saturday Evening
- Recognition in convention marketing, convention onsite program & convention signage
- Recognition as an exhibitor on the FCCFA website

**\$875 – 6' X 8' Table Top Display (Member)**  
**\$1,150 – 6' X 8' Table Top Display (Non-Member)**

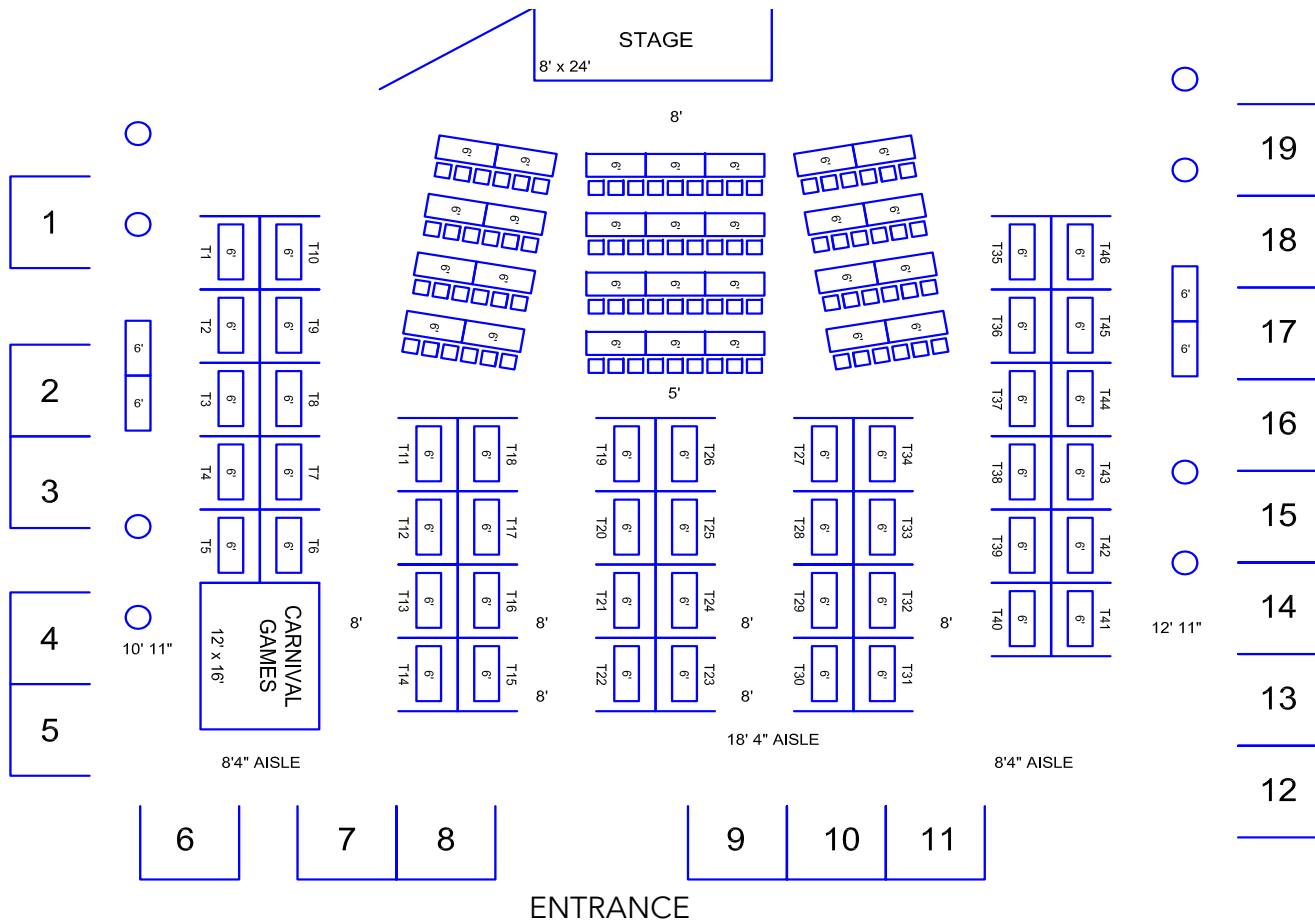
**2019 Table Top Display Package Includes:**

- One (1) 6' x 8' table top display, 6 ft. skirted table, 3' high side rails on three sides, two (2) chairs, wastebasket & identification sign
- Two (2) Exhibitor name badges with full access to all sessions and events in trade show hall
- Two (2) Tickets to the Reception & Banquet Dinner on Saturday Evening
- Recognition in convention marketing, convention onsite program & convention signage
- Recognition as an exhibitor on the FCCFA website

**Hall Security:**

The exhibit area will be locked at the close of each day for the protection of the exhibits. Only authorized personnel will have access to the exhibit area during non-show hours. The hotel management and FCCFA will take all reasonable precautions to avoid the loss of exhibitor's property by theft or fire, but under no circumstances shall the hotel management or FCCFA be responsible for such losses. It is recommended that exhibitors cover their property with suitable insurance. Children are allowed in the exhibit areas, but please take the necessary precautions for their safety as well as for your display.

**NOTE: All booths and table top displays will be assigned on a first-come, first-served basis upon receipt of payment in full. An exhibitor kit with order forms, deadlines and additional information will be emailed to each confirmed exhibitor. Additional exhibitor name badges may be purchased once you receive your exhibitor confirmation and information. All shipping, additional furnishings and equipment unless stated above will be at the expense of the exhibitor.**



# 2019 SPONSORSHIP OPPORTUNITIES

Every sponsorship will receive the following, in addition to what is listed under the individual sponsorships:

- Recognition on the FCCFA Convention webpage
- Recognition in convention promotional emails to all FCCFA members
- Company recognition in the bi-monthly electronic newsletter
- Complete list of all FCCFA attendees and contact information (*one week prior & one week after convention*)
- Recognition in the onsite convention program given to all attendees
- Verbal recognition and recognition on event signage at the convention
- PowerPoint recognition slide run in general session

FCCFA BOARD OF DIRECTORS MEETING – \$500

CONVENTION KEYNOTE SPEAKERS – \$5,000

THURSDAY WELCOME RECEPTION – \$2,000  
(3 available)

FRIDAY LUNCH IN THE TRADE SHOW HALL  
\$2,000 (5 available)

FRIDAY PM BEVERAGE BREAK – \$1,000

FRIDAY NETWORKING RECEPTION – \$1,500  
(3 available)

SATURDAY BREAKFAST IN THE TRADE SHOW HALL  
\$1,750 (4 available)

FCCFA GOLF TOURNAMENT TITLE SPONSOR  
\$1,250

GOLF TEE SIGNS – \$150

*Tee sign with sponsor logo at golf hole*

SATURDAY EVENING RECEPTION – \$1,500  
(3 available)

SATURDAY EVENING BANQUET DINNER – \$2,500  
(6 available)

SATURDAY EVENING BANQUET DINNER  
ENTERTAINMENT – \$1,500

CONVENTION TOTE BAGS – \$2,000

ATTENDEE LANYARDS – \$1,250

HOTEL KEY CARDS – \$2,500

*(NOTE: Sponsorships will be assigned based on the date contract is received with payment in full. All sponsorships will be reserved on a first-come, first-served basis. All sponsorships must be paid in full to receive benefits described in sponsorship details.)*

For information on available sponsorship opportunities, please contact Jill Jackson, CMP, FCCFA Senior Meeting Planner, at [jjackson@executiveoffice.org](mailto:jjackson@executiveoffice.org) or 800.226.3332.





# FCCFA TERMS OF EXHIBITOR / SPONSOR AGREEMENT

**AGREEMENT:** The following terms shall become binding upon acceptance of this agreement between the applicant and his/her employees and the Florida Cemetery, Cremation and Funeral Association (FCCFA), the meeting and exhibits host.

**BOOTH ASSIGNMENT:** Exhibit space will be assigned based on the date contract is received with payment in full. In the case of multiple contracts received on the same date, priority will be given to those exhibitors who are also sponsors and to those who have previously exhibited with the FCCFA.

**SPONSORSHIPS:** Sponsorships will be assigned based on the date contract is received with payment in full. All sponsorships will be reserved on a first-come, first-served basis. All sponsorships must be paid in full to receive benefits described in sponsorship details.

**PUBLIC POLICY:** Exhibitors are charged with knowledge of all ordinances and regulations pertaining to taxes, health prevention, customs and public safety while participating in this event. Compliance with such laws is mandatory for exhibitors and the responsibility of the exhibitor.

**DISMANTLING:** No part of an exhibit shall be removed during show hours. Exhibits must be kept intact until 12:00 p.m. on Saturday, July 27, 2019. All exhibits must be dismantled and removed by 1:30 p.m. on Saturday, July 27, 2019; otherwise FCCFA reserves the right to remove the exhibit at the exhibitor's expense.

**EXHIBIT DIMENSIONS:** 8' X 10' booths – Height of any part of the display may not exceed 8' from the floor or the display come forward by more than 10'. Table top displays –

height of any part of the display may not exceed 6' from the floor or the displays come forward by more than 8'. Table top displays may not block view of other table top displays. Please review the exhibitor section for more information.

**USE OF EXHIBIT SPACE:** Exhibitors shall reflect their company's highest standards of professionalism while maintaining exhibit space during exhibit show hours. No exhibitor shall assign, sublet or share exhibit space.

**LITERATURE DISTRIBUTION:** All literature must be distributed within the booth space assigned. No materials may be placed on tables or chairs, attached to meeting space walls or ceilings, or left in public places or distributed in aisles, lounge areas or other exhibitor booths. Items found in these places will be disposed of without question.

**DAMAGE TO PROPERTY:** Exhibitors are liable for any damage caused to building, floors, walls, columns, or to standard exhibit equipment or to other exhibitor's property.

**CANCELLATION:** No cancellation shall be acknowledged unless received in writing by the FCCFA executive office. Should an exhibitor wish to cancel 30 days before the trade show booth set-up date (6/25/19), a 50% refund will be retained by FCCFA. Should a sponsor wish to cancel after receipt of signed agreement, a 50% refund will be retained by FCCFA. No refunds will be given for cancellation requested after June 25, 2019.

**FIRE AND SAFETY REGULATIONS:** All local regulations will be strictly enforced and the exhibitor assumes all responsibility for compliance with such regulations. Fire hose cabinets

and fire exits must be left accessible and in full view at all times. All disposable materials and decorations must be flameproof and are subject to inspections.

**LIABILITY AND INSURANCE:** The exhibit area will be locked at the close of each day for the protection of the exhibits. Only authorized personnel will have access to the exhibit area during non-show hours. The hotel management and FCCFA will take all reasonable precautions to avoid the loss of exhibitor's property by theft or fire, but under no circumstances shall the hotel management or FCCFA be responsible for such losses. It is recommended that exhibitors cover their property with suitable insurance. Children are allowed in the exhibit areas, but please take the necessary precautions for their safety as well as for your display.

**ELIGIBLE EXHIBITS:** FCCFA reserves the right to determine the eligibility of any company or product(s) for inclusion in the convention and/or trade show. FCCFA reserves the right to reject, evict or prohibit any exhibit in whole or in part, or any exhibitor, or his representatives, with or without giving cause.

**NOISY AND OBNOXIOUS EQUIPMENT:** Exhibitors are not allowed to disrupt the booths around them and all noise must be contained within the exhibit booth areas.





## TAMPA MARRIOTT WATERSIDE HOTEL & MARINA

700 South Florida Avenue  
Tampa, FL 33602  
[www.marriott.com/tpamc](http://www.marriott.com/tpamc)

Experience Tampa's dynamic downtown with a stay at Tampa Marriott Waterside Hotel & Marina. The beautifully transformed, waterfront hotel sits adjacent to the Tampa Convention Center and is steps from the Tampa Riverwalk, Florida Aquarium, the evolving Sparkman Wharf (formerly Channelside) and Amalie Arena. Take the plunge in the gorgeous rooftop pool, work out in our state-of-the-art fitness center, take part in marina activities or indulge in the onsite restaurants.

### Hotel Reservations:

Make your reservations directly with the Tampa Marriott Waterside by calling **813.221.4900**. Please state you are with the FCCFA to receive the reduced rate of \$169 per room per night. The Tampa Waterside Marriott will only be able to offer this rate for rooms to the FCCFA until **Wednesday, July 3, 2019**. *Note: The Association can only reserve a certain number rooms at the discounted rate. Once the room block is sold out, even if that day is prior to the cutoff date, a higher prevailing room rate will apply. Make your reservations today!*

# 2019 FCCFA CONVENTION EXHIBITOR / SPONSOR AGREEMENT

July 25 – 27, 2019 • Tampa Marriott Waterside Hotel & Marina • Tampa, FL

(Note: The pre-show contact will receive the exhibitor kit and other pre-show materials. The information completed in the second section will be listed in the convention information.)

Company \_\_\_\_\_

**Pre-Show Contact** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

**PLEASE COMPLETE THE NEXT SECTION AS IT SHOULD APPEAR IN THE CONVENTION INFORMATION:**

**Onsite Show Contact** \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

Description of Products and Services \_\_\_\_\_

## STEP 1: EXHIBIT BOOTH & TABLE TOP DISPLAY SELECTION

(Note: FCCFA will assign booth and table top display preferences to companies whose payment is received in full. If your company requests a booth or table top display that is already assigned, FCCFA reserves the right to assign your company to the next best available booth or table top location.)

1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

If possible, do not place us next to the following companies (*specific names*) \_\_\_\_\_

## STEP 2: SPONSORSHIP SELECTION(S)

1st Choice \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

**BOOTH / TABLE TOP FEES \$ \_\_\_\_\_ + SPONSORSHIPS \$ \_\_\_\_\_ = AMOUNT DUE \$ \_\_\_\_\_**

I am interested in playing in the FCCFA Charity Golf Tournament on Thursday, July 25 / 11:30 a.m. – 4:00 p.m.

## STEP 3: PAYMENT INFORMATION

Check enclosed (*payable to FCCFA*) Check # \_\_\_\_\_ Amount \$ \_\_\_\_\_

**Credit Card:**  Visa  MC  AMEX Charge Amount \$ \_\_\_\_\_

Card # \_\_\_\_\_ Expiration Date \_\_\_\_\_ Sec. Code\* \_\_\_\_\_

*\*The 3 digit number found next to the signature panel on the back of the card. AMEX ONLY – This is the four digit number found on the front of your card.*

Credit Card Billing Address (*only if different from above*) \_\_\_\_\_

Name on Card \_\_\_\_\_ Signature \_\_\_\_\_

## STEP 4: CONTRACT AGREEMENT

*The authorized signer understands that this agreement becomes a contract when signed below and is accepted by FCCFA. The company then agrees to abide by the terms and conditions stated on page 5 in this agreement.*

Authorized Signer (Print Name) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

*(Note: Your signature acknowledges compliance to the terms and conditions set forth in the Exhibitor / Sponsor Agreement.)*

## STEP 5: OPTIONS TO REGISTER FOR THE CONVENTION

>> EMAIL: [jjackson@executiveoffice.org](mailto:jjackson@executiveoffice.org) (credit card payments only)

>> MAIL: Return this form with payment to: FCCFA, 325 John Knox Rd, Ste L103, Tallahassee, FL 32303



# 2019 FCCFA CHARITY GOLF TOURNAMENT



**THURSDAY, JULY 25 • 11:30 A.M. – 4:00 P.M.**  
**CARROLLWOOD COUNTRY CLUB**  
**TAMPA, FLORIDA**

A golf tournament will take place on **Thursday, July 25 from 11:30 a.m. – 4:00 p.m.** at Carrollwood Country Club in Tampa. Proceeds from the 2019 Golf Tournament will go to Sunshine State Angel Gowns, a central Florida non-profit that provides free burial outfits to parents who have lost a child due to early pregnancy loss, stillbirth, or SIDS in the first few years of life. Sunshine State Angel Gowns has a team of volunteers who make burial outfits from donated wedding dresses to bring a full circle of love and bring comfort to grieving families.

Join the FCCFA in supporting this charity through your participation and sponsorships for the golf tournament.

**For more information on the convention as it becomes available, please continue to visit the FCCFA website at [www.theFCCFA.com](http://www.theFCCFA.com) or contact the FCCFA office at 800.226.3332.**



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