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# **Council of Accountability Court Judges**

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## **2018 Annual Training Conference**

September 16 – 18, 2018

### **EXHIBITOR PROSPECTUS**



**The Classic Center  
300 North Thomas Street  
Athens, GA 30601**

Dear Prospective Exhibitors/Sponsors:

On behalf of the Council of Accountability Court Judges (CACJ), it is my pleasure to announce the CACJ 2018 Training Conference, which will take place in Athens, Georgia, September 16 – September 18, 2018, at The Classic Center. This year's conference theme is *Georgia's Accountability Courts: Growing in the Right Direction*.

Once again, the CACJ has partnered with the Institute of Continuing Judicial Education (ICJE) to plan and execute the training conference. Over 1200 accountability court professionals are expected to attend this year's training conference, which is set to exceed the 2017 conference.

Conference attendees will include:

- Judges
- Court Administrators/Coordinators
- Treatment Providers
- Law Enforcement/Probation Officers
- Defense and Prosecuting Attorneys
- Legislative Guests
- Nationally recognized subject matter experts

I am writing to request that your organization attend as an exhibitor and/or sponsor at the 2018 CACJ Training Conference. Within this prospectus you will find all of the necessary conference details to encourage your organization to join us in Athens, Georgia in September.

In addition to taking time out of your busy schedules to attend the training conference, please also plan to join us for a networking event on Sunday evening, September 16, 2018, which will also be held at the Classic Center in Athens, Georgia. This event, scheduled to take place from 6:30 pm – 8:30 pm, will provide attendees the opportunity to further develop their professional relationships.

All conference details, to include the networking event, can be found on the CACJ website at [www.gaaccountabilitycourts.org](http://www.gaaccountabilitycourts.org)

See you in Athens!

Sincerely,



Taylor Jones  
Executive Director  
Council of Accountability Court Judges

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## CONFERENCE ATTENDEE PROFILE

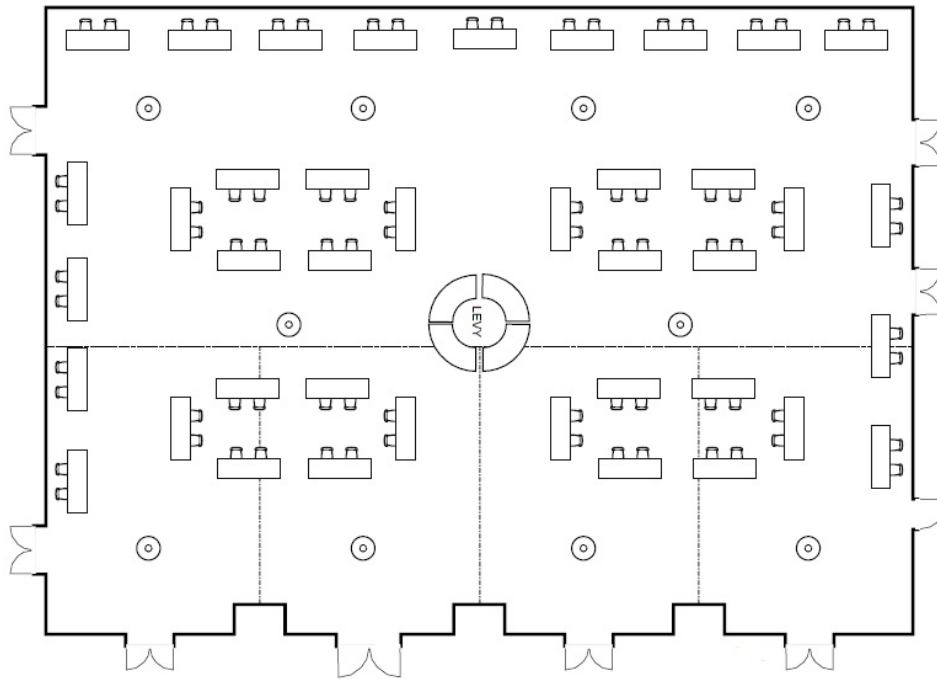
The 2018 CACJ Training Conference will be held at The Classic Center in Athens, Georgia, and will attract approximately more than 1,200 accountability court professionals from across the State of Georgia. Attendees will include Judges, Prosecutors, Defense Attorneys, Treatment Providers, Court Coordinators, Law Enforcement representatives, Court Researchers, and Evaluators. With a minimum of 15 hours of exhibition time including a networking event, you do not want to miss this opportunity!

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## REGISTERING AND RESERVING BOOTH SPACE

Registration will be open **June 15 through July 13, 2018.**

**All booth fees must be paid in full in order to reserve space.** Please return your registration form with payment no later than July 13, 2018.



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## EXHIBITOR HALL SCHEDULE AND EVENTS

Sunday, September 16, 2018	Exhibitor Setup	2:00 pm - 5:00 pm	Athena
	Registration Opens	6:30 pm - 8:30 pm	Atrium
	Attendee Networking Event	6:30 pm - 8:30 pm	Athena
Monday, September 17, 2018	Exhibition Open	7:00 am - 5:00 pm	Athena
Tuesday, September 18, 2018	Exhibition Open	7:00 am - 3:00 pm	Athena
	Exhibitor Teardown	3:30 pm - 5:00 pm	Athena

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## SPONSORSHIP OPPORTUNITIES

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If your company would like to increase its visibility at the conference, we are offering several opportunities to sponsor events. Also, please note that sponsorship of any event or meal buffet will include signs indicating your sponsorship of the particular event. Please find the approximate costs of the events listed below.

- Sunday, 9/16 Networking Event -\$5,000.00 (\$1,000 minimum)
  - *Includes opportunity to speak about your company for approximately 3 minutes.*
- Monday, 9/17 Breakfast Buffet - \$5,000.00 (\$1,000 minimum)
  - *Includes opportunity to speak about your company for approximately 3 minutes.*
- Tuesday, 9/18 Luncheon Buffet -\$5,000.00 (\$1,000.00 minimum)
  - *Includes opportunity to speak about your company for approximately 3 minutes.*
- Conference Lanyards (one sponsorship opportunity) - \$1,000.00
- Conference Bags (one sponsorship opportunity) - \$2,000.00

**Full or partial sponsorship of the networking events or buffet sponsorship opportunities are available.**

\*All registered companies and Governmental Agencies will be highlighted in the Conference Attendee Program.

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## EXHIBITOR PAYMENT

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Booth placement will be confirmed via email once your conference registration fee of \$750 has been received by the CACJ. Acceptable forms of payment include check or certified funds. At this time no credit card or electronic payments will be accepted.

**Please send conference registration payments to:**

Council of Accountability Court Judges (CACJ)  
Attention: Josh Becker  
244 Washington Street, SW  
Suite 300  
Atlanta, Georgia 30334

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## CONFERENCE LOGISTICS AND SHIPPING

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All exhibitors can go to the link below and order a variety of services available at the Classic Center including power, internet and shipping.

**[Exhibitor Work Order Link](#)**

If you choose to ship materials, you only need to reference the event and your company name as it will appear on conference materials. The Classic Center will then receive and store your items and deliver them to each booth during load-in for the conference. The Classic Center can start accepting exhibitor materials as early as September 11, 2018.

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## EXHIBITOR ACCOMMODATIONS

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Due to low demand at previous years' conferences, the CACJ did not set-up a room block for exhibitors. Exhibitors and conference sponsors can find numerous lodging options in Athens and the surrounding area. You may also visit <https://www.visitathensga.com/> for a list of lodging options and other things to do in Athens.

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## LOGOS AND SEALS

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In addition to booth space, your registration includes placement of your company/agency's logo in the program agenda and an exhibitor banner. If you would like your logo/seal included, for best results we will need two versions:

1. A picture file format like .jpg or .png for the program.
2. A high resolution, large file format like .eps.

If you have a marketing or communications department, they can likely provide you with the files needed. If you submitted a logo last year and would like to use it again, please let us know.

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## CACJ CONTACT INFORMATION

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If you have read through the prospectus and attached registration form and still have questions, please contact:

Josh Becker  
Chief Certification Officer  
[josh.becker@georgiacourts.gov](mailto:josh.becker@georgiacourts.gov)  
404-463-6298

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# REGISTRATION FORM

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Company Name: \_\_\_\_\_

Representative Name: \_\_\_\_\_

Contact Information: \_\_\_\_\_

Phone Number:

Email:

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

Street Address

City, State, Zip

Company Website: \_\_\_\_\_

**Please send this document and check and/or money order payments by: July 13, 2018**

Council of Accountability Court Judges (CACJ)

Attention: Josh Becker

244 Washington Street, SW

Suite 300

Atlanta, Georgia 30334

Once payment is received we will send you a confirmation email.

The cost for a booth is \$750.00 (approved governmental agencies are exempt from fee). Booths will be randomly assigned once registration has closed, and you will be emailed your assigned booth prior to conference set-up. The booth will include a skirted table that is eight feet in length, chairs, piping and drape (full booth). **Arrangements for utilities as well as shipping and receiving of all materials must be made prior to the conference by the exhibiting company and at their own cost.** Along with booth space, exhibitors will have a logo printed in the conference agenda.

Each booth rental registration fee includes up to three company representatives. Please list the names of all staff members that will be present at the booth so that name tags can be generated.

- 1.
- 2.
- 3.

The registration fee includes breakfast and lunch on Monday, 9/17/18 and Tuesday, 9/18/18. Please join conference attendees for these meals provided by the CACJ during the conference.

Exhibitor Acceptance: I, a duly authorized representative of the undersigned organization/company, on behalf of said organization, subscribe, and agree to all the terms and conditions contained in the exhibitor prospectus and contract.

\_\_\_\_\_  
Representative Signature

\_\_\_\_\_  
Date