



Oklahoma Emergency Management Association

Wednesday, June 23, 2010

Subject: OEMA Fall Conference and Trade Show

Dear Vendor,

It is time once again for the **Oklahoma Emergency Management Conference and Trade Show** to be held at the *Embassy Suites, 2501 Conference Dr., Norman, OK*. The trade show will **open at Noon on Aug. 31st and close on Sept. 2nd at Noon**. Vendors will be able to begin setup on **Monday afternoon** and should plan to begin tear down at noon on Thurs Sept. 2nd. Tear down should be completed no later than 4 p.m..

You will be provided with a draped booth space (8'x10'), draped 6' table, and 2 chairs. If you need electricity you should plan on providing your own extension cords. Wireless internet will be provided throughout the facility. If you require more than just a single electrical plug, you must make arrangements directly with the Embassy Suites.

You will receive your booth assignments when you arrive at the conference and each booth will be labeled with the company name that you provide on your registration.

Your participation in the door prize drawings will help bring additional attention to your company/product and also helps make the conference a success. Attendees look forward to the drawings and the great prizes offered by the vendors, sponsors, and attending jurisdictions. We are arranging to have refreshments and possibly some meals served in the trade show area to bring extra attention to the displays.

Please keep in mind our "no show" policy stated on the registration form. We are now able to accept credit cards. Booth payment and membership fees can be paid by credit card at the conference registration desk. If you have any further questions please feel free to contact me at 918-331-2710 or on my cell; 918-331-7199.

Thank you for considering our conference and we hope you will enjoy this annual event. For those of you that are new, we sincerely hope that you will join us each year and will notify you as soon as dates and locations are determined for next years conference. For our old friends, **THANK YOU for your continued support and participation in the annual OEMA Conference and Trade Show. Without your involvement, our conference would not be a success.**

Sincerely,

Kary D. Cox, OCEM

David Barnes
President

Paula Cain
Vice President

Taunia Bozarth
Secretary

Glynadee Edwards
Treasurer

David Grizzle
Parliamentarian

Gayland Kitch
Central Area Vice Pres.

Trent Meyers
SE Area Vice Pres.

Jeff Rector
SW Area Vice Pres.

Mike Honigsberg
NW Area Vice Pres.

Kirk Mittelstet
NE Area Vice Pres.

Mike Galloway
Past President