

## Exhibit Space Contract-September 8-9, 2025 Ramkota Hotel - Pierre, SD

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

Contact Person: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Web Site: \_\_\_\_\_

Company email: \_\_\_\_\_

Convention Contact Person Email: \_\_\_\_\_

*(Confirmation will be sent to the contact person listed above by email if provided)*

Brief Description of Nature of Business: \_\_\_\_\_

### Exhibit Space Options and Costs

#### Exhibit Fee

1st Booth \$500.00       2nd Booth \$350.00

Outdoor Equipment Display \$100.00  
*(Available with purchase of indoor space)*

Exhibit space availability is limited and will be handled on a pre-paid, first come basis.

Electricity Requirements       Yes       No

Additional Meal Packages (\$100 each)      No. Requested: \_\_\_\_\_

One complimentary meal package is available with each booth purchase.

**Total Amount Due: \$** \_\_\_\_\_

Name Badges Needed (names of company representatives attend the convention)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Enclose check made payable to SDACC for the **Total Amount Due** to confirm Exhibit Space.

Please return contract to:

SDACC, 211 East Prospect Ave, Pierre, SD 57501

Phone: (605) 224-4554

Email: kris@sdcountycommissioners.org      Email: kade@sdcountycommissioners.org

### Exhibit Benefits

**Booth Space and Accommodations:**

8' X 10' Display space

One 6' table with tablecloth

Two Chairs

Complimentary electrical access

(extension cords not provided)

**Outdoor Equipment Display:** Available with inclusion of indoor vendor space for \$100.

**Networking Opportunities:** Visible and available during breaks and evening social.

**Recognition/Acknowledgements:**

Company name, contact information and a description of product/service in the printed convention agenda, also recognition at a special appreciation vendor & attendee breakfast.

**Meals:** One full complimentary convention meal packet.

Additional meals packets - \$100 ea.

**Name Badges:** Name badges for all pre-registered exhibitors.

### Terms & Conditions

**Payment Schedule:** Full payment is due to SDACC with registration form to guarantee exhibit space.

**Cancellation Policy:** No refund will be issued after August 1st.

**Booth Assignment:** SDACC reserves the right to make and/or change booth assignments as it deems appropriate. Every attempt will be made to ensure competitors will not be next to each other.

**Booth Set-Up/Tear Down & Staffing:** Monday morning is reserved for vendor set up. Tear down is Tuesday afternoon after the final scheduled break. Exhibit booths must be staffed during all exhibit hours.

**Lodging Information:** Room block listing will be provided upon registration.

**Liability, Loss or Damage:** Exhibitor agrees it will hold harmless and indemnify SDACC for any loss or damage, expense or penalty arising from any action including an action based upon strict liability or negligence for personal injury or property damage to exhibitor, its employees, guests or property.

## Sponsorship Contract

**Increase your exposure, visibility and recognition by becoming a contributing sponsor of the South Dakota County Annual Convention!**

This event brings 400+ attendees involved in all aspects of county government to one area and provides you a unique marketing opportunity with county decision-makers. Let county officials know you support local government at their convention. Sponsors are recognized with your company name on signage posted throughout the facility, and in the slide show that runs continuously.

You may choose to be a full or partial sponsor of an event or simply donate toward the general convention fund. To become a sponsor, please complete the form below indicating which event you would like to contribute to and at what level. Thank you for your support of South Dakota counties.

- |                          |                        |                   |                          |                     |
|--------------------------|------------------------|-------------------|--------------------------|---------------------|
| <input type="checkbox"/> | <b>Premier Sponsor</b> | <b>\$5,000.00</b> | <input type="checkbox"/> | <b>Meals</b>        |
| <input type="checkbox"/> | <b>Elite Sponsor</b>   | <b>\$3,000.00</b> | <input type="checkbox"/> | <b>Breaks</b>       |
| <input type="checkbox"/> | <b>Leader Sponsor</b>  | <b>\$1,000.00</b> | <input type="checkbox"/> | <b>Social</b>       |
| <input type="checkbox"/> | <b>Partner Sponsor</b> | <b>\$500.00</b>   | <input type="checkbox"/> | <b>General Fund</b> |

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

**Contact Person:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**City, State, Zip Code:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Contact Person Email:** \_\_\_\_\_

To be listed in the convention print material as a sponsor, please complete contract and enclose payment to the address below:

South Dakota Association of County Commissioners

211 East Prospect Avenue  
Pierre, SD 57501

Phone: (605) 224-4554

Email: [kris@sdcountycommissioners.org](mailto:kris@sdcountycommissioners.org)

**Exhibit AND Sponsor  
or any combination  
that works for  
YOU!**