



# Leadership for **SUPPORT STAFF**

**JUNE 7 - 10, 2021 | SAN ANTONIO, TX**

## **EXHIBITOR CONTRACT**

**Instructions:** Complete all information blanks. Sign, date, and email to [klawinsky@shsu.edu](mailto:klawinsky@shsu.edu) or fax 936-294-1671.

Signed contract and fee must be received by **April 30, 2021**, in order to reserve exhibit space. Your payment must be received prior to the start of the conference, or your booth space will be released. If you need to discuss payment options, booth locations, special sponsorships, or special needs such as large equipment, contact Elizabeth Klawinsky at 936-294-1639.

Company Name to be listed on signage: \_\_\_\_\_

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

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

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

Email: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

I have enclosed a check or purchase order in the amount of \$\_\_\_\_\_.

The Correctional Management Institute of Texas, referred to hereinafter as "CMIT," and the undersigned firm, referred to hereinafter as "Exhibitor," and Omni La Mansion del Rio referred to hereinafter as "Exhibit site," agree to as follows:

1. CMIT will provide exhibit space in accordance with items listed below:
2. Space will be provided on a first-come, first-serve basis for the area of choice.  
Exhibitor desires a total of \_\_\_\_\_ booth(s), at \$200 for each booth, for a total of \$\_\_\_\_\_ payable upon return of signed contract mailed to CMIT.

3. Area of expertise: \_\_\_\_\_

Do you need electricity from the Omni La Mansion del Rio?

Yes  No

4. Names of firm representative(s) attending booth. (Each booth entitles you to 2 full conference registrations.)  
Please print or type name(s) and title(s):

Name 1: \_\_\_\_\_ Title: \_\_\_\_\_

Name 2: \_\_\_\_\_ Title: \_\_\_\_\_

5. Exhibitor will accept booth space assignment as determined by CMIT.
6. Exhibitor may, if he/she desires, cancel the agreement and receive a full refund, minus a service charge of \$25, if written request is received by **April 30, 2021**.
7. CMIT reserves the right to refuse any exhibit or Exhibitor and further reserves the right to shut down any exhibit or Exhibitor for breach of this agreement, or for cause.
8. Are you willing to provide a door prize?
- Yes  No
- Exhibitors providing a door prize (\$50 value) will receive a \$50 discount.

**Please copy form and return original along with payment made payable to:**

Attn: Elizabeth Klawinsky, Leadership for Support Staff  
Correctional Management Institute of Texas  
Sam Houston State University  
Box 2296  
Huntsville, TX 77341-2296

**Pay online at [www.cmitonline.org/payment](http://www.cmitonline.org/payment)**

**Questions?** Contact Elizabeth Klawinsky at [klawinsky@shsu.edu](mailto:klawinsky@shsu.edu) or 936-294-1639

