

Building Success Through Team Work



The Annual International Conference Norfolk, Virginia



August 14-18, 2011 Norfolk Waterside Marriott



Why Should Your Company Exhibit at the ACFSA 2011 Annual International Trade Show?

This is the one opportunity of the year to meet face-to-face with the buyers and decision-makers in the Correctional Food Service market. With four hours of dedicated time to show your latest products and old favorites, you will have a chance to give your existing and potential customers a hands-on understanding they may not otherwise have a chance to experience.

With this exclusive gathering Correctional Food Service Professionals, your company will have the advantage in an incredibly competitive marketplace. And with educational sessions highlighting the most recent information on the industry you will have an insight into your customer's future needs.

If you are in the Correctional Food Service Market, or looking to join the fray, this is the one show of the year that you cannot afford to miss!

Register to exhibit at the ACFSA 2011 Annual International Conference today!





A Struggling Food Service Person Needs Help Today!

Are you ready to change someone's life?

In today's tough economic times, budgets are restricting food service people from attending conferences and learning about the products they need. Many use vacation time and pay their own way.

Help these food service people come to the ACFSA Annual International Conference to meet vendors like you. Today's food service operation is constantly challenged to provide better meals to more inmates with a shrinking budget.

ACFSA would like to give \$750 to 10 people to help with their expenses at the conference. We need your help to reach this goal. For any donation of \$250 or greater, you will receive

- A special *Scholarship Donor Sign* to display in your booth!
- An invitation to a reception where you will meet Scholarship Recipients
- Group Picture and Listing in the INSIDER magazine
- Recognition at Opening Reception and again at the Banquet

This is a terrific opportunity for you to increase attendance at Conference, attract potential clients and best of all to be recognized at Conference!

To send your donation, please fill out the following information and FAX to the ACFSA Office at (818)843-7423. Or Mail with your check to:

ACFSA, 210 N. Glenoaks Blvd., SUITE C, Burbank, CA 91502

Please accept this donation in the amount of \$_____ to provide Scholarships to send one or more ACFSA Members to Conference.

Company Name_____

Address_____

City_____ State _____ Zip_____

Contact Name_____ Title_____

Contact Phone_____ Email_____

Payment Information:

Check #_____ is enclosed with form. Paying with Credit Card: Visa MasterCard AMEX

Credit Card Number_____ Expiration_____

Name on Card_____ V-Code_____

Billing Address_____ Billing Zip Code_____

The 3 Digi: Code on back of Visa and M/Cor
The 4 Digi: Code on front of AMEX

SCHOLARSHIP LEVELS

Premier Level
\$2,500 and up

Platinum Level
\$1,000 - \$2,499

Gold Level
\$750 - \$999

Silver Level
\$500 - \$749

Bronze Level
\$250 - \$499

Questions?
Call the ACFSA Office!
(818)843-6608

ACFSA
210 N Glenoaks Blvd.
SUITE C
Burbank, CA 91502

(818)843-6608 - Office
(818)843-7423 - FAX

www.ACFSA.org

Thank you for your donation! We hope to see you at Conference!

General Terms and Conditions

VENDORS WHO HAVE NOT PURCHASED A BOOTH WILL NOT BE ALLOWED TO ENTER THE VENDOR SHOW FLOOR UNDER ANY CIRCUMSTANCE. NO EXCEPTIONS.

BOOTHS

Individual booth spaces are 10 feet wide and 8 feet deep. Full payment of the booth rental charge is required upon submission of the Contract to the ACFSA office. This must be done before any booth assignment is made. As part of the space rental charge, ACFSA will provide each exhibitor with an 8' high back, 3' high division rails (*all side rails must remain in place throughout the show*), one 6' draped table, two side chairs, one wastebasket, and one 7" x 44" sign showing the exhibiting company's name. Show colors will be burgundy and white. Hall is carpeted. SHOW HOURS Tuesday, August 16, 2011 10 a.m. to 2 p.m. These hours have been set aside on this day exclusively for viewing the exhibits and learning about exhibitor products at the show. **No other activities will be scheduled during this time.** The Show will close at 2 p.m. on Tuesday. No dismantling may occur before that time. All exhibit material and decorations must be cleared from the exhibit space from 2 p.m. to 10 p.m. on Tuesday, August 16, 2011. Please inform **EXHIBITS Incorporated** if you will need additional time. **EXHIBITS Incorporated** will be available at the end of the show to handle outgoing freight with a common carrier or by air.

ARRANGEMENT OF EXHIBITS

Construction may not obscure the view of adjoining booths. Except in the case of booths located along perimeter walls, booth back wall height for draped or fabric exhibits or their construction shall not exceed 8 feet including signs and electrical lighting. This height restriction does not apply to a piece of equipment that is regularly sold and used within the industry as long as the item is placed in the space so that it does not obscure the view of adjoining booths.

OFFICIAL SHOW CONTRACTOR

Exhibitors must use the Official Show Contractor:

EXHIBITS Incorporated
2505 GLEN CENTER STREET
RICHMOND, VIRGINIA 23223
(804) 788-4400 OFFICE
(804) 788-0186 FAX
WWW.XHIBITSINC.COM

After ACFSA has processed your booth reservation Contract and payment, **EXHIBITS Incorporated** will mail information containing all necessary forms and instructions to assist exhibitors. Shipping details will be included in the exhibit service kit. **EXHIBITS Incorporated** will be available during setup and removal to assist with your needs.

SET-UP & REMOVAL

The exhibit area in Exhibit Hall will be available for setup on Monday, August 15, from 1 p.m. to 8 p.m. and on Tuesday, August 16, from 7 a.m. to 9 a.m. At least one representative must check in at the **EXHIBITS Incorporated** desk on Monday, August 15, between 1 p.m. and 8 p.m. or August 16, between 7 a.m. and 9 a.m. If this is not possible, alternative arrangements must be made with **EXHIBITS Incorporated** in advance of the specified setup time. Exhibitors who do not complete setup of booth(s) before the

beginning of the Show automatically forfeit the exhibit space(s) unless previous arrangements have been made with **EXHIBITS Incorporated** and have been approved by the Conference Chairperson. The disposition of the booth will be entirely at the discretion of ACFSA. In the event that an exhibitor forfeits their space, no refunds will be granted, nor will previous payments be credited to any future event or other purpose. Dismantling and/or packing exhibits will be allowed after the closing of the Show on August 16 from 2 p.m. until 10 p.m. Please inform **EXHIBITS Incorporated** if additional time is needed. Additional details on setup and dismantling will be provided in the exhibitor information provided by the Official Show Contractor.

PAYMENTS & REFUNDS

An application for exhibit space consists of this contract and payment in full of the space rental charges received by ACFSA. Space cannot be reserved on the basis of an incomplete application. In the event of failure to pay the space rental by the time specified, or failure to comply with any terms or conditions concerning the use of exhibit space, ACFSA or its authorized representatives shall have the right to take possession of the space and/or re-assign the space. The exhibitor shall forfeit the amount paid for the space reservation, regardless of whether or not the involved space is reassigned. If it becomes necessary to cancel your space reservation, the rental fee, less a \$250 administrative fee, will be refunded if written request is received on or before July 1, 2011. After that date, no refunds will be made nor will payments be applied to any future ACFSA event nor to offset another company's booth rental fee. Exhibit booths are not transferable and cannot be sold, rented, or "transferred" to another company by the original contracting organization - **ACFSA**.

SPACE ASSIGNMENTS

Wherever possible, space assignments will be made in keeping with the preferences expressed by the exhibitor on the contract form. However, space assignments are based upon many factors, including the following: 1) application and payment received prior to March 1, 2011; 2) support of previous ACFSA Conferences and ACFSA as a whole (calculated based upon points earned for past involvement); and 3) amount and configuration of space requested. Precaution will be taken to prevent close proximity to a competitive company, when requested. However, ACFSA cannot guarantee that such proximity will not inadvertently occur. ACFSA reserves the right to make the final determination of all space assignments in the best interest of the show.

USE OF SPACE

An exhibitor shall not assign, sublet, or share the space contracted with another business or firm unless approval has been obtained in writing from ACFSA. Exhibitors must show only goods manufactured or dealt in by them in the regular course of business. Should an article of a non-exhibiting firm be required for operation or demonstration in an exhibitor's display, identification of such article shall be limited to the usual and regular trademark under which it is sold in the general course of business. All displays, demonstrations, and related activities must be contained within the reserved booth space and may not impede traffic through the aisles. Display dimensions may not exceed the 8' height of the backdrop or the 3' height of the side rails. A display may stand 8' in height only if it is flush with the booth's backdrop and extends no more than 3' from the back line of the booth at this height. The height of the booth must then drop down to the 3' height of the side rails.

Displays which do not conform to these specifications must be approved by ACFSA in writing prior to the Show. Displays violating this rule may be dismantled at the discretion of ACFSA due to infringement on the visibility of or interference with adjoining displays. Any firm or organization that has not been assigned exhibit space will not be permitted to display products or solicit business in the show area, or in any public area of the show facilities. Please report violations to the Board of Directors, the Conference Chair or an ACFSA staff member and person(s) will be removed from Show floor.

OVERSIZED DISPLAY

Any display that exceeds normal display regulations must be approved in writing prior to the Show. Permission must also be granted, and arrangements made, for any oversized display which may require early setup. Displays that do not conform to specifications herein, and have not been approved by ACFSA prior to the Show, will not be accepted. Exhibitors needing approval for special setup arrangements must contact ACFSA at (818) 843-6608 at least 30 days in advance of the Show.

BOOTH OPERATIONS

Exhibits that include the operation of radios, audio equipment, public address systems, or any other noise generating devices must not disturb adjacent exhibitors. Operators of noise generating exhibits must secure approval of operating methods and outputs before the exhibit opens. Distribution of circulars or promotional material may be made only within the booth assigned to the exhibitor presenting such material. Food and beverages may be served only if they are non-alcoholic and represent the product being exhibited. Exceptions must be approved by ACFSA in writing prior to the Show. Food and beverages served in the exhibit area are limited to sample size portions. Storage crates, boxes, or other extraneous materials may not be stored in the exhibit area during the Show. Arrangements must be made with **EXHIBITS Incorporated** for pickup, storage, and return at regular drayage rates. Exhibitors or exhibitor's agents shall not injure or deface the walls of the building, the booths, or the equipment of the booths. Exhibitors are not permitted under any circumstances to drive tacks, nails, or screws into the walls or woodwork. When such damage appears, the exhibitor is liable to the owner of the property so damaged. The use of placards, stickers, and decals is limited to the exhibitor's own display. All material used in displays must be flame proofed and meet local fire regulations. All electrical wiring must conform to local codes. Open flames are not permitted. ACFSA reserves the right to restrict exhibits that, because of noise, method of operation, materials, or for any other reason, become objectionable. At its own discretion, ACFSA reserves the right to decline to accept any exhibit booth reservation request or to cancel an exhibit booth Contract due to cause. ACFSA also reserves the right to prohibit any exhibit that, in the opinion of the show management, may detract from the general character of the show as a whole. In this event, ACFSA is not liable for any refund of rentals, etc.

AUTHORIZED REPRESENTATIVE

Each exhibitor shall name one individual as the Office Contact Person in connection with all pre-show communications, payment and promotion. ACFSA also requires that an On-site Coordinator be named. This person will be responsible for installation, operation, and removal of the organization's exhibit, payment of any outstanding balances, and entering into any necessary service contracts for which the exhibitor shall be responsible. The exhibitor shall be re-

sponsible for such representative being in attendance throughout the show exposition period and keeping the exhibit neat, staffed, and in compliance with the show terms and conditions at all times.

CONDUCT

All representatives must conduct themselves in a professional and ethical manner. Any person found to be in violation of this policy will be required to leave the conference and will not be permitted to return.

EXHIBITOR REGISTRATION

Each person staffing a booth must be registered for the Conference and must wear a registration badge at all times. Three registrations are included in the booth fee. Registrations for additional booth staff can be made on the registration form and are an additional fee. Additional booth staff may be registered to attend the full conference or exhibit hall only. The three registrations included in the booth fee, as well as any staff may be registered to attend the full conference, may attend all ACFSA-sponsored business and social functions associated with the conference. Sales representatives or others who are not registered may not staff booths. Badges will be necessary for admission to the Show area for all conference attendees. There will be no exceptions. **Official conference registration materials will be sent directly to the exhibitor's Authorized Representative (contact person) as listed on the Contract.**

REFRIGERATION/FREEZER/COOKING REQUIREMENTS

Exhibitors must indicate on the registration form if they will need refrigerated/frozen storage prior to and during the show, as well as the approximate space (in square feet) needed. Information will be sent with the exhibit service kit that will provide you with clear delivery instructions. There will also be information regarding arrangements for your cooking/warming needs. You must make arrangements in advance to receive this service.

HOSPITALITY

If your company would like to host a Hospitality Room/Suite, please provide your request in writing to David Jacobs, ACFSA Professional Partner, 44 Meeker Court, Roseland, NJ, 07068, djacobs@foxsyrups.com. Once approved, Hospitality Rooms/Suites must be coordinated directly with the hotel hospitality staff. Only hotel food and beverage will be allowed. There will be no exceptions. All charges will be paid by the vendor. **HOSPITALITY SUITES AND/OR OTHER EVENTS MUST NOT CONFLICT WITH ANY ACFSA SCHEDULED PROGRAMS OR EVENTS. IF YOUR COMPANY VIOLATES THIS RULE, YOU WILL LOSE ALL POINTS ACCRUED FOR PREVIOUS PARTICIPATION IN ACFSA EVENTS, MAY HAVE YOUR TRADE SHOW BOOTH CLOSED DOWN AND MAY LOSE THE PRIVILEGE OF PARTICIPATING AT FUTURE ACFSA TRADE SHOWS.**

LABOR

Exhibitors are required to observe all relevant contracts and regulations in effect among any involved labor organizations.

CONTRACTING PARTIES & AGENTS

ACFSA does not appoint or recognize any agents, or other third party operatives, to broker, organize, lease, and/or sublet individual or clustered booth spaces in the Show. Nor does ACFSA authorize any part or agent to promise or provide commissions, discounts, preferred or assured placements, or other consideration in connec-

tion with the rental of show space(s). All show space is managed solely by ACFSA according to the Contract as provided for, herein. Contracts shall exist exclusively between ACFSA and the company occupying the space(s) and exhibiting its products/services therein. No signage, medium, or exhibit material may be utilized when, in the sole judgment of ACFSA, it suggests in any manner 1) that the Show is under auspices other than the auspices of ACFSA; 2) that exhibitor(s) constitute a collaborative/pooled marketing entity not explicitly declared in one or more valid Contracts based on the prospectus; or 3) that any status has been awarded by ACFSA to distinguish one exhibitor or group of exhibitors from another, as relates to the show and/or the Association in general.

LAWS, REGULATIONS & ORDINANCES

It is the responsibility of each exhibitor to have knowledge of and comply with all laws, ordinances and regulations pertaining to health, fire prevention, and public safety while participating in this exposition. Additional information will be provided in your exhibit service kit. If you have questions as to the application of such laws, ordinances and regulations please call **EXHIBITS Incorporated**.

SECURITY, LIABILITY & INSURANCE

It is recommended that exhibitors obtain adequate insurance coverage, at their own expense, for property loss or damage and liability for personal injury. All property of the exhibitor remains under the exhibitor's custody and control in transit to and from the exhibit hall, and while it is in the confines of the exhibit hall. Neither ACFSA, its service contractors, nor any of the officers, staff members, or directors of the Association are responsible for the safety of the property of exhibitors from theft, damage by fire, accident, vandalism, or other causes; and the exhibitor waives and releases any

claim or demand against any of them for any damage to or loss of property. The exhibitor assumes the entire responsibility for losses, damages, and claims arising out of injury or damage to exhibitor's displays, equipment, and other property brought onto the premises of the exhibition hall and shall indemnify and hold harmless the exhibition hall agents and employees from any and all such losses, damages, and claims. Further, the exhibitor shall indemnify and hold harmless the Association of Correctional Food Service Affiliates from any and all such losses or damages.

MUSIC PERFORMANCE LICENSING

Exhibitors are hereby notified that the ACFSA Show is not licensed with regard to performance of music controlled by BMI, ASCAP, or others in exhibit area. There may be no display or performance via any medium, including live, optical or electronic reproduction, involving such music in connection with the Show. Any claim arising from alleged violation of BMI, ASCAP, or other rights shall be the responsibility of the involved exhibitor(s).

CLARIFICATION

In the event of conflicting information or lack of clarity involving conditions set out by 1) the Contract, including terms and conditions therein and in the prospectus; 2) **EXHIBITS Incorporated**; 3) Norfolk Waterside Marriott, the ACFSA Headquarters office is to be notified promptly. ACFSA will have authority to resolve the situation as warranted.



NORFOLK WATERSIDE MARRIOTT®
235 E MAIN STREET NORFOLK, VIRGINIA 23510
PHONE: (757)627-4200
FAX : (757)628-6466

ACFSA Golf Tournament



AUGUST 14, 2011
BIDE-A-WEE GOLF CLUB

**Tournament is open to all
Members, Professional
Partners, Friends & Family!**

\$90 Entry Fee *per Golfer*

Includes Golf, Cart, Food & Prizes!

**4 Person Scramble
Meet at 6:45 a.m.
Tee Off at 7:30 a.m.**

Prizes Include:

***Top 3 Teams
Longest Drive
Closest to the Pin***

Bide-A-Wee Golf Club
1 Bide-A-Wee Lane
Portsmouth, VA 23701
757-393-8600
www.bideaweegolf.com

Golf Tournament Registration Package
Registration Deadline is August 5, 2011

To register, please fill out this form. Make checks
Payable to **Virginia Chapter – ACFSA** and mail to:
Jim Hartman, 8 Chippewa Lane, Palmyra, VA 22963

Ph: (434)981-5168 ● FAX (434)923-0757

Email: hartmanj@acrj.org

Name _____

Address _____

Phone _____

Name _____

Address _____

Phone _____

Name _____

Address _____

Phone _____

Name _____

Address _____

Phone _____

Cost is \$90 per Golfer. Please include your check for each Golfer when returning this registration form. Every effort will be made to keep teams together so get your registration in early and plan on having a great time!

All checks must be payable in US currency to – Virginia Chapter ACFSA. Thank you for your contributions! Your donation and participation make the difference to our success and we look forward to seeing you in Norfolk!

Questions?

Please contact Jim Hartman at (434)981-5168 or email at hartmanj@acrj.org

SPONSORSHIP OPPORTUNITIES

ACFSA

Golf Tournament



AUGUST 14, 2011
BIDE-A-WEE GOLF CLUB

SPONSORSHIP LEVELS

Diamond Level

Golf Entry for 4 Golfers
Name at 4 Locations on Course
Special Recognition

\$1,000.00

Platinum Level

Golf Entry for 3 Golfers
Name at 3 Locations on Course
Special Recognition

\$750.00

Gold Level

Golf Entry for 2 Golfers
Name at 2 Locations on Course
Special Recognition

\$500.00

Silver Level

Golf Entry for 1 Golfer
Name at 1 Location on Course
Special Recognition

\$300.00

Prize Donations are gladly accepted and appreciated!

Contact Name _____

Business Name _____

Address _____

Contact Phone Number _____

Contact Email _____

Business Web Address _____

Make checks Payable to
Virginia Chapter – ACFSA and mail to:

Jim Hartman

8 Chippewa Lane, Palmyra, VA 22963

Ph: (434)981-5168 ● FAX (434)923-0757

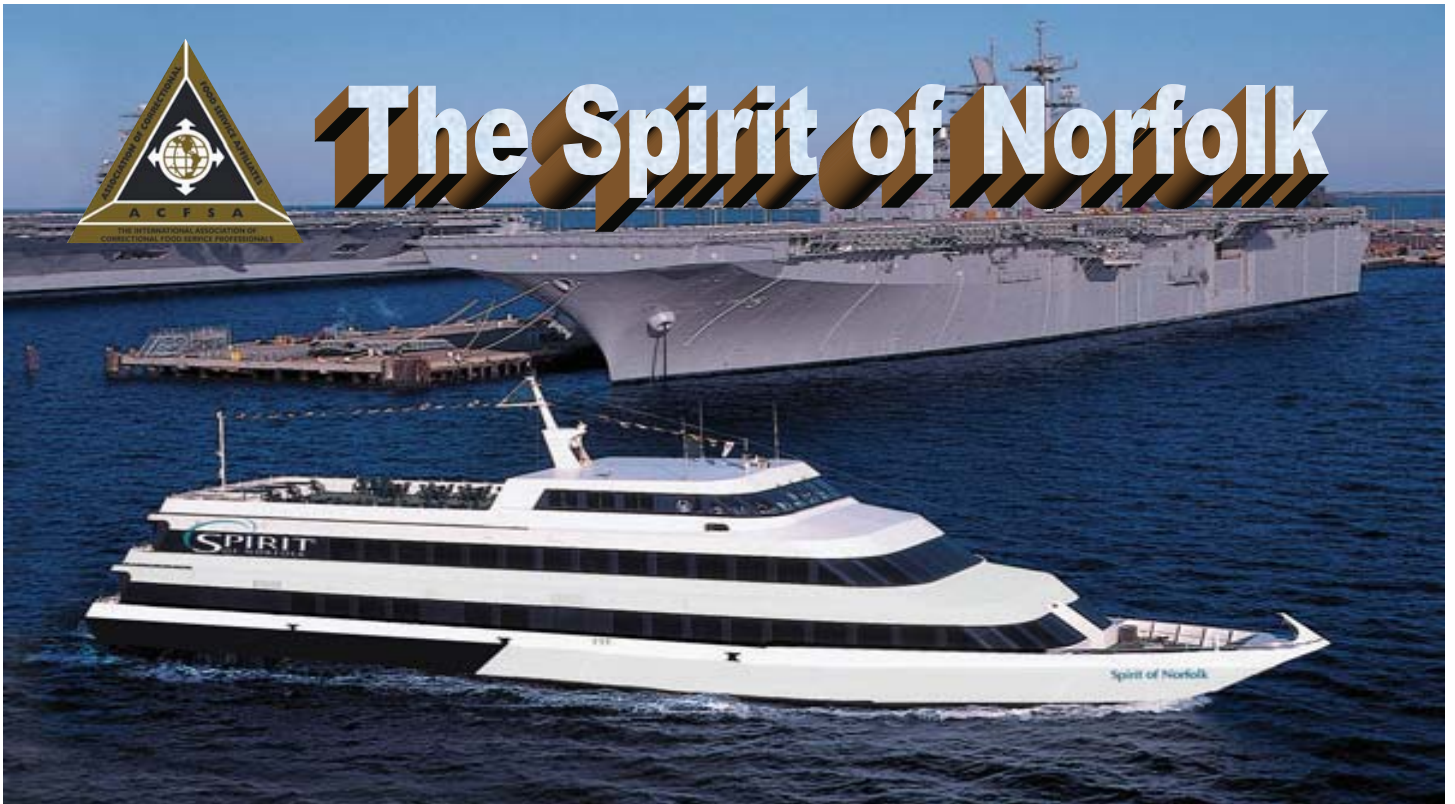
Email: hartmanj@acrj.org

Please include your business card with payment.

All funds payable in U.S. Currency to Virginia Chapter ACFSA

Questions? Contact Jim Hartman at (434)981-5168 or email at hartmanj@acrj.org

Thank you for your Contributions, Donations and Support! See you in Norfolk!



The 2011 Awards Banquet Takes to the Seas!

You'll want to make it a point to pack your sea legs when planning your trip to Norfolk for the Annual International Conference because the Awards Banquet is taking place aboard the famous Spirit of Norfolk! There's a reason our Conference Hotel is called the Norfolk Waterside Marriott – because it's in Norfolk, it is part of the Marriott Hotel chain AND it sits right on the water with beautiful views that will leave you yearning for an adventure on the high seas. These facts got the Conference Committee to thinking and ultimately were the impetus for this three hour sailing tour that will feature a delicious dinner, live entertainment and, of course, the Annual Awards Ceremony where we recognize our Association's stars!

There is probably no better way to explore the historic waterfront city of Norfolk, Virginia than aboard the Spirit of Norfolk navigating the pristine waters of the Elizabeth River.

So, mark your calendars for a date to set sail on Tuesday, August 16.

We will push away from the dock at 7:00 P.M. following the official photo session.

All Aboard!

THE 2011 BASKET CHALLENGE & SILENT AUCTION



What Will You Put In Your Basket?

It's time to start thinking about your entry in the 2011 Basket Challenge! Of course, a basket is not necessary for your entry, it's just a term, but this is your chance to show your State, Region, Facility or Company is the BEST! We have had fierce competition in the past and want to see it again in Norfolk. So put something special together and let the Trash Talk begin! Just kidding, it is a friendly competition after all, but one that you'll have a great time participating in. And remember, this is also a Silent Auction and ALL items are welcome and appreciated - no matter how large or small.



*The Annual International Conference
August 14-17, 2011
Norfolk, Virginia*



Norfolk, Virginia



August 14-18, 2011

Come celebrate ACFSA's 42nd Annual International Conference & Trade Show and show YOUR team spirit!

Let your booth reflect the spirit of your favorite team!

BASEBALL
VOLLEYBALL
BASKETBALL

FOOTBALL
NASCAR
HOCKEY



We challenge you to show your creativity and win!

1st Place - \$400 off 2012 Booth price

2nd Place - \$200 off 2012 Booth price

3rd Place - \$100 off 2012 Booth price

Winners will be mentioned at the Banquet and photos will appear in INSIDER magazine



ACFSA Conference Sponsorship Opportunities

Sponsorships enhance ACFSA conferences by giving professional partners the opportunity to show their support for the professional development of those in the correctional foodservice industry. Scholarship donors show support for the educational development of ACFSA members and contribute to conference attendance. ACFSA Scholarship Program Sponsorships provide much-needed support to enhance ACFSA conference events. Professional Partners have a wide range of sponsorship opportunities to choose from, and benefit from many levels of recognition. Most importantly, ACFSA members realize that sponsoring companies are truly committed to advancing the profession of correctional foodservice. ACFSA sponsors receive recognition before, during, and after the conference. Sponsor companies are listed in the pre-show issue of INSIDER magazine, and on the ACFSA web site. During the conference, they are prominently displayed on signage, printed in the on-site program book, and publicly thanked by the association leadership from the podium during main events. Sponsor company personnel are given special ribbons to wear on their nametags, and sponsor signage is hung in their exhibit booth. After the conference, sponsors are recognized and thanked again in the follow-up issue of INSIDER magazine. Sponsorship Levels are as follows:

Premier Diamond*\$5,000
Premier*\$2,500
Platinum\$1,000 - \$2,499

Gold\$750 - \$999
Silver\$500 - \$749
Bronze\$250 - \$499

**Premier Diamond and Premier sponsors must cover the full expense of the function sponsored. They receive the added benefit of being the only sponsor for that event.*

ACFSA Official Conference Hotel



Norfolk Waterside Marriott

Norfolk Waterside Marriott
235 E Main Street
Norfolk, Virginia 23510
757-627-4200



Waterside Luxury at a Great Price!

Immerse yourself in comfortable luxury at the beautifully stunning Norfolk Waterside Marriott. Set in the heart of the historic district, this award-winning Norfolk hotel is just steps away from the vibrant, revitalized waterfront, as well as an abundance of entertainment options, such as world-class shopping, delectable dining, and unforgettable museums. Detailed with beautiful antiques, marble accents, and eclectic artwork, this Norfolk hotel offers plush accommodations that expertly blend traditional charm with modern conveniences. Dine at the incredible Shula's 347 Steakhouse, located in the Norfolk Waterside Marriott, boasting the Shula Cut, the best beef money can buy. Connected to the Waterside Convention Center, this Norfolk hotel provides an unparalleled choice for successful business engagements.

ACFSA will be using the beautiful Norfolk Waterside Marriott as it's Headquarters for the 2011 Annual International Conference.

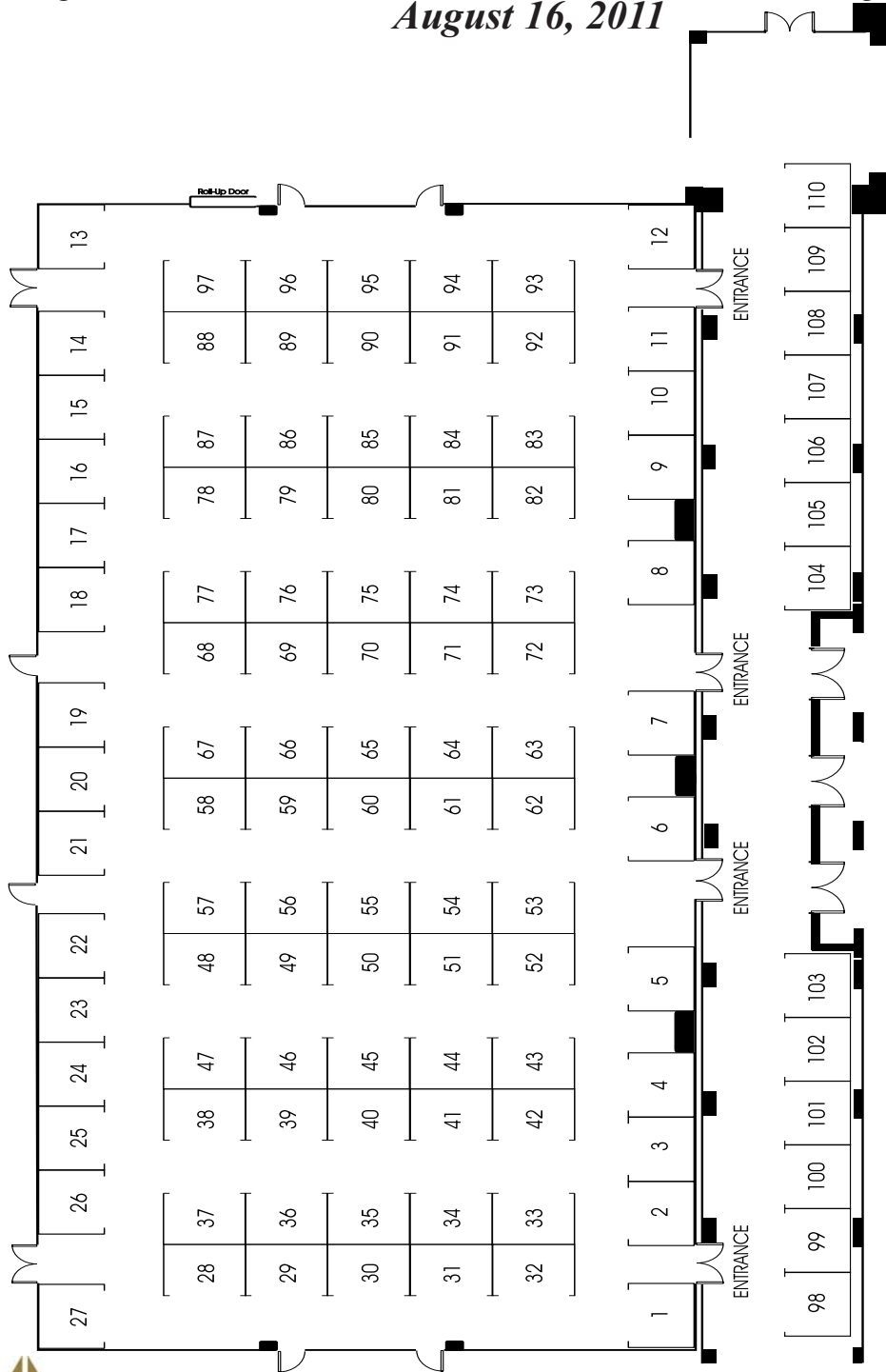
We have a terrific rate of \$114 per night single/double occupancy so book early!

Make reservations by phone, call **1-800-228-9290** in the USA and Canada or On-Line at **www.marriott.com/hotels/travel/orfws-norfolk-marriott-waterside/**

ACFSA's 2011 Trade Show Floor Plan

Norfolk Ballroom Norfolk Waterside Marriott - Norfolk, VA August 16, 2011

NORFOLK **WATERSIDE**
Marriott



Norfolk Ballroom

All Booths 10-ft Wide x 8-ft Deep

EVENT:	Version:
EVENT DATE:	Revised:
LOCATION: Norfolk Ballroom	EXHIBITS INCORPORATED
SCALE: BOOTH: 8'x10'	

ACFSA SHOW MANAGER: AMBER BROWN
AMBER@EMAOFFICE.COM
(818)843-6608

ACFSA
210 N GLENOAKS BLVD, SUITE C
BURBANK, CA 91501
(818) 843-6608 • (818) 843-7423 FAX
WWW.ACFSA.ORG

SHOW CONTRACTOR

EXHIBITS Incorporated
2505 GLEN CENTER STREET
RICHMOND, VIRGINIA 23223
(804) 788-4400 OFFICE
(804) 788-0186 FAX
WWW.XHIBITSINC.COM





Exhibitor Registration Opportunity 2011 Annual Conference

August 14-18, 2011

Norfolk Waterside Marriott - Norfolk, Virginia

I, am the AUTHORIZED REPRESENTATIVE (office contact person with address information) to receive all corresponding materials relating to Exhibits, Exhibiting at the 2011 ACFSA Conference in Norfolk, Virginia. (* Indicates a REQUIRED FIELD)

*NAME _____ TITLE _____

*Company/Organization _____

*Mailing Address _____

*City/State/Zip _____

*CONTACT PHONE _____ FAX _____

*Contact EMAIL _____ Website _____

*Phone for Publication _____ * Email For Publication _____

Please SIGN ME UP TO EXHIBIT AT THE 2011 ACFSA INTERNATIONAL CONFERENCE IN NORFOLK, VIRGINIA

ACFSA Member \$1045 each Booth _____ +\$50 _____ = Total Amount _____
Number of Booths Number of Corner Booths Total

Corner Booths \$50 Additional

NON- Member \$1530 each Booth _____ +\$50 _____ = Total Amount _____
Number of Booths Number of Corner Booths Total

Corner Booths \$50 Additional

Each Booth receives 3 Complimentary full conference attendees. Additional Booth Personnel \$150 per person.

I will need _____ Additional Full Conference Personnel @ \$150 each for a Total Amount of _____
Total

Vendor Show ONLY Additional Badges are \$50 per person. Allows additional Booth Personnel on Show Floor for Show ONLY

I will need _____ Additional Badges @ \$50 each for a Total Amount of _____
Total

Non-Members pay the Member Booth Price if they JOIN ACFSA! ACFSA Membership \$384 Annually YES _____
Total

I would like to be a Sponsor for the 2011 Conference! Minimum Contribution \$250 YES _____
Total

I would like to be Scholarship Sponsor for 2011 Conference! Minimum Contribution \$250 YES _____
Total

I will need refrigerated storage _____

I would like information regarding the rental of ACFSA's Mailing List _____

GRAND TOTAL DUE FOR ALL SERVICES \$ _____

CANCELLATION DEADLINE IS MAY 13, 2011 ~REQUESTS MUST BE MADE IN WRITING ON OR BEFORE MAY 13, 2011

NO REFUNDS WILL BE MADE AFTER THIS DATE

PLEASE RETAIN A COPY OF THIS FORM FOR YOUR RECORDS

Questions? Call ACFSA at (818)843-6608

Make Checks Payable to ACFSA: Check Number _____

Pay with a Credit Card

Name on Card _____ Card # _____

Expiration _____ Signature _____

Send Completed Form to: **ACFSA, 210 N Glenoaks Blvd, SUITE C, Burbank, CA 91502**
If Paying with a Credit Card, You may FAX your form to **(818)843-7423**



Not Yet A Member of ACFSA?

The ACFSA is an International Professional Association created to serve the needs and interests of Foodservice Personnel in the correctional environment. The Association brings together highly-skilled Foodservice Professionals who are interested in the common goal of providing nutritious, cost-efficient meal service for confined populations.

By joining ACFSA, you will keep up-to-date on trends in the industry through INSIDER magazine and other special mailings. At ACFSA conferences, you will sharpen your leadership and management skills, as well as gather practical information to put to use in your daily operations. ACFSA publications and conferences will also expose you to new ideas concerning foodservice equipment, food products, specialized services, cost management and many other topics that are important to you. You will meet other professionals in your field with whom you will be able to exchange information and experiences and build a network of contacts who can be called upon--a network that includes many of the top correctional food professionals throughout the United States, Canada and a growing number of other countries. You will also be supporting ACFSA's effort to strengthen and increase recognition of correctional foodservice personnel as professionals.

Membership Options

Professional Foodservice Member:

Persons actively engaged in correctional food or farm service operations is eligible to become a professional foodservice member. Professional foodservice members may vote for and hold Exec. and Reg. Director positions on the Board of Directors. *Annual dues: \$79*

Institutional Member:

Correctional Facilities. The membership is not carried in the name of a specific person, but the institution is entitled to privileges of active membership by appointing a representative who has the power of one vote for and may hold Executive or Regional Director positions on the Board of Directors. *Annual dues: \$134*

Retired Member:

Retired correctional foodservice professionals who are not currently industry consultants, manufacturers' representatives or employed in any capacity by Companies that could potentially sell to correctional foodservice professionals. Retired members may vote for Executive or Regional Director positions on the Board of Directors. *Annual dues: \$34*

Professional Partner:

Companies providing products/services that can be used in the correctional foodservice environment. Professional Partners may vote for and hold the office of Professional Partner Representative on the Board of Directors. *Annual dues: \$384*

Associate Professional Partner:

Individual employees or representatives of Professional Partner companies who want to receive all Association's mailings. Associate Professional Partners may vote for and hold the office of Professional Partner Representative on the Board of Directors. Manufacturers' Representatives may become Assoc. Professional Partners, in conjunction with a Professional Partner Co. if they use the membership to sell that professional partner's products only and are listed under that company's name only. *Annual dues: \$109*

Chapter Professional Partner:

Those companies that target a limited geographic area. Chapter Professional Partners will receive ACFSA's quarterly INSIDER Magazine, but not the International Membership Directory. They may not vote for or hold international office. They may participate in Regional or International Conferences without submitting Professional Partner membership dues or registering as a non-member Professional Partner if the conference falls within the geographic limits of their chapter. *Annual dues: \$159*

Benefits of Membership

- Education programs which qualify for credit in the Certified Correctional Foodservice Professional (CCFP) program as well as a variety of other continuing education and certification programs.
- Reduced rates for ACFSA certification and re-certification (CCFP).
- Participation in state and regional educational seminars and conferences at reduced rates.
- Professional, high-quality membership certificate and card.
- Participation in the Association's International Conference and trade show at reduced rates.
- Subscription to ACFSA's quarterly INSIDER magazine, with news pertaining to correctional foodservice activities of the Association and your fellow members, as well as industry-specific educational articles.
- Membership in the growing network of state chapters.
- Communication regarding professional and organizational matters with your designated state representative.
- Listing in the National Membership Directory-- which includes you and all other individual members, institutional members and professional partners--in a convenient networking-index format with address, phone, fax, e-mail and web site information.
- Reduced rate on purchase of the ACFSA Food Service Manual, a practical guide for providing high quality food service, which was written by professionals for correctional and detention facility staff.
- Eligibility to apply for one of the annual ACFSA Scholarships of up to \$750, to finance continuing education and related professional development activities including attendance at conferences.
- Eligibility to apply for professional recognition awards (up to \$1000 to be used to attend the International Conference.)

REGISTER TODAY!

FORM ON OPPOSITE PAGE



ACFSA MEMBERSHIP APPLICATION

Simply fill out this Application and forward with dues to ACFSA Headquarters.
(Check, Money Order, Visa, MasterCard, American Express)

Name _____

Title _____

Facility/Organization _____

Phone _____ FAX _____

Email Address _____

Directory Address _____

Preferred Mailing Address (if different from above) _____

Preferred Billing Address (if different from above) _____

Recruited By _____

Employed by (for Food Service Professional Active and Institutional Members only):

Federal State/Prov. County Private Other _____

ACFSA ANNUAL MEMBERSHIP DUES (IN U.S. FUNDS) CHECK ONE

Member Type Check One	January-March Current Year	April-June (* Payments made after March are Prorated through following Year)	July-September	October-December
<input type="checkbox"/> Food Service Professional	\$79	*\$139	*\$119	*\$99
<input type="checkbox"/> Institutional	\$144	*\$252	*\$216	*\$180
<input type="checkbox"/> Retired	\$39	*\$69	*\$59	*\$49
<input type="checkbox"/> Professional Partner	\$384	*\$672	*\$576	*\$480
<input type="checkbox"/> Associate Professional Partner	\$119	*\$208	*\$179	*\$149
<input type="checkbox"/> Chapter Professional Partner	\$169	*\$296	*\$254	*\$211

Total Amount Due \$ _____

Check Enclosed (Made Payable to ACFSA) Check # _____ Money Order Enclosed

Credit Card Payment: VISA MasterCard American Express

Cardholder's Name _____

Card Number _____ Exp. Date _____

Billing Address _____

V-Code _____ V-Code is the 3 Digit Code on the back of Visa and M/C or the 4 Digit Code on the front of AmEx

Authorized Signature _____

PLEASE SEND COMPLETED APPLICATION WITH PAYMENT TO:

ACFSA, 210 N. Glenoaks Blvd., SUITE C, Burbank, CA 91502

Credit Card Payments May be FAXED to (818)843-7423 ● **Questions? Call (818)843-6608**



Association of
Correctional Food Service Affiliates
210 North Glenoaks Blvd
SUITE C
Burbank, CA 91502
(818) 843-6608
www.ACFSA.org

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Norfolk Waterside Marriott
August 14 - 18, 2011 - Norfolk, Virginia

