



CONNECT AND CONQUER

MISSOURI ASSOCIATION OF TREATMENT COURT PROFESSIONALS

26th Annual Conference
April 10-12, 2024
BRANSON, MISSOURI



EXHIBITOR PACKAGE



The Missouri Association of Treatment Court Professionals (MATCP) is excited to announce the theme for our 26th Annual Conference, CONNECT AND CONQUER. Our conference will be held in person at the Branson Hilton Convention Center in Branson, Missouri and run **April 10th thru April 12th**.

Once again we are offering the 10% discount for those that register prior to **January 26th** and we have some new features/opportunities. We want to make this a pleasant and profitable experience for you and your agency/business. I will be your contact and can be reached at 636.357.3533 or

Julie20modrugcourts@gmail.com. Stacey Langendoerfer, Executive Director, can also be reached at modrugcourts@gmail.com. Please do not hesitate to reach out with any questions you may have. We can't wait to see you and catch up!

Sincerely,

Julie Seymore

Julie Seymore
Director of Development





**This exhibitor package
contains the following for easy reference:**

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Just a Note:

To participate in meals you MUST be a registered conference attendee and have a name badge.



EXHIBITOR CHECKLIST

Below is a checklist for your convenience to help assist you in the registration process:

- _____ Applicable Exhibitor Fees (page 5)
- _____ Completed Exhibitor Letter of Agreement (page 5)
- _____ Additional Conference Sponsorship and Exposure Opportunities (page 6)
- _____ Authorization to use credit card form (page 7)
- _____ Missouri Credentialing Board (MCB) registration – For those purchasing webinars (page 9)
- _____ Hotel Arrangements (page 10)
- _____ Exhibitor Arrangements (page 11)
- _____ Registration form (page 14)
- _____ Email Logos/banner ads to Julie20modrugcourts@gmail.com

All required agreements, registrations and payments should be mailed to:

MATCP
208 Schmittgens Drive
Wentzville, MO 63385
Or Julie20modrugcourts@gmail.com

And received no later than **March 31, 2024**



2024 Non-Profit/State Agencies Exhibitor Letter of Agreement

Please type or print to assure accuracy

Agency _____
 Name _____ Title _____
 Address _____
 City _____ State _____ Zip _____
 Phone _____ Email _____

Please check as confirmation you have read and agree to the following conditions:

_____ I understand I am allotted ONE table for my exhibit. The cost is **\$600** and includes ONE conference registration.

_____ I have included an additional \$375 for each representative who wishes to attend the conference and that these fees cover meals, breaks, and materials.

Please list additional attendees: _____

_____ I agree with the terms and conditions as outlined in this agreement and by the MATCP Vendor Rules and Expectations.

PLEASE NOTE - IN ORDER TO PARTICIPATE IN MEALS YOU MUST BE
A REGISTERED AND PAID FOR CONFERENCE ATTENDEE



\$540
with
10%
discount

Submit payment by January 26th for a 10% discount



Sponsorship Opportunities

The MATCP conference is a great way to show your support to the dedicated individuals that make up the Missouri Association of Treatment Court Professionals. Below is a list of events/activities taking place throughout the conference in which we are looking for sponsorships. Your sponsorship will be greatly appreciated and recognized during the conference.

Please contact Julie for availability

_____ Conference Bags with your logo **SOLD OUT**

_____ Pens with your logo to include in conference bags

_____ Lanyards with your logo **SOLD OUT**

_____ Refreshment Break Sponsorships – Your company logo will be displayed at the break next to the refreshments and will be included in the video montage.

_____ Official meet and greet with vendors on Wednesday \$1,000

_____ Official meet and greet with vendors on Thursday \$1,000

_____ Goodies for conference bags (Kleenex, gum, etc.) \$ _____

This will be advertised throughout the conference and prior to on Facebook, Twitter and other social media sites.

_____ Attendance Prizes

(Please list) _____

Exposure Opportunities

Can't exhibit but want to advertise? There are several ways to advertise to conference attendees before, during and after the conference.

Website: Purchase a banner ad on our website. Main page banner ads are \$1,000 (maximum of 5 on the main page) and secondary banner ads are \$250. Ads will run for one year from the date they are uploaded. Specs are 280 pixels wide x 122 pixels high. They need to be jpg format and a total size of all frames needs to be 50 KB or less. Your banner ad will be linked directly to your website. The MATCP website is www.motreatmentcourts.org. **Included in the Diamond, Titanium, Platinum and Gold Exhibitor Packages.**

Conference App: MATCP will have a conference app. Each exhibitor will have a sponsor profile that will link directly to your website. You can purchase the following for additional advertising throughout the conference:

- **Banner ad:** The banner ad will scroll at the bottom of each page except for the main page. Banner ads are \$100 and will continue to scroll as long as the app is active.

Attendee List: You can purchase the attendee list one week prior to the conference for \$250.00
Included in the Diamond, Titanium, Platinum and Gold Exhibitor Packages.



Authorization for Credit Card Use

PRINT AND COMPLETE THIS AUTHORIZATION AND RETURN.
All information will remain confidential

Name on Card: _____

Billing Address: _____

Credit Card Type: _____ Visa _____ Mastercard _____ Discover _____ American Express

Credit Card Number: _____ Exp. Date _____

Card Identification Number: _____ (last 3 digits located on the back of the credit card)

Amount to Charge: \$ _____ (USD)

I authorize the Missouri Association of Treatment Court Professionals to charge the amount listed above to the credit card provided herein. I agree to pay for this purchase in accordance with the issuing bank cardholder agreement. A 3% service charge will be added to the total.

Cardholder – Please Sign and Date

Signature: _____

Date: _____

Print Name: _____

Item(s) Purchased: _____

Return the completed and signed form to the following:

MATCP
208 Schmittgens Dr
Wentzville, MO 63385
Julie20modrugcourts@gmail.com



VIRTUAL LEARNING/WEBINAR OPPORTUNITIES

We have partnered with the **Missouri Credentialing Board (MCB)** which allows the attendees who need **CEUs** to get credit for participating in your webinar. All treatment counselors both mental health and substance abuse need these credits each year. The MCB will review and approve the training material and you will be a **PRE-APPROVED ONLINE PROVIDER** on their website. MCB Professionals will then be able to use these certificates of completion as part of their application or renewal process.

MATCP has also partnered with the **Missouri Bar** to submit webinar and other sessions for **CLE** approval. Once a session has been approved MATCP will provide the course number to you.

MATCP

- 1.) We will send the invite (that you create) to our distribution list of over 15,000 professionals in Missouri, Kansas, Oklahoma and Nebraska. **We can not sell this list as it comes from other professional agencies.**
- 2.) We will post your webinars (if you record it and want to use them after the live session) on our website.
- 3.) We will link your website directly from ours so they can click on your link to get more information.
- 4.) **We will apply for CLE credit through the Missouri Bar to entice attorneys and judges to participate.**

YOU are responsible for:

- 1.) Paying the yearly fee to the MCB. It is renewable every December for the following year. That fee is \$350 and must be paid directly to the MCB.
- 2.) Creating your webinar.
- 3.) Creating your invite and setting up how to register. You will then send that invite to MATCP and we will distribute it.
- 4.) Creating your certificates showing someone has completed the webinar so they can turn it into the Missouri Credentialing Board to get their CEU credit or the Missouri Bar to get their CLE.

Webinar Packages – for one year

Individual Session/Webinar _____	\$250
Three Sessions/Webinars _____	\$500
Six Sessions/Webinars _____	\$750
Additional Email Distribution _____	\$75 each time



Missouri Credentialing Board

(573) 616-2300 (Phone)
(573) 616-2303 (FAX)

www.missouricb.com

428 East Capitol Drive, 3rd Floor
Jefferson City, MO 65101

Thank you for your interest in becoming an Online/Homestudy Approved Continuing Education Agency endorsed by the Missouri Credentialing Board (MCB). To apply to be an Online/Homestudy Continuing Education Agency please visit our website www.missouricb.com, fill out the application and submit it with the appropriate fee. The fees listed are for calendar years beginning January 1st and ending December 31st.

In exchange for the fee paid to us, your agency will receive the following:

1. Your agency will be listed on our website as an approved provider of online/homestudy trainings.
2. We will mention your agency at various conferences and live trainings throughout the year as an approved provider.

Your agency must provide all those taking your courses with a letter or certificate showing their name, date and title of the course, your agency name, and number of contact hours credited for the course.

The MCB reserves the right to have a representative take a couple of sample courses from your agency free of charge. The MCB also reserves the right to contact attendees to inquire about the quality of the courses provided.

The FEE to be an approved online/home-study provider for 2024 is \$350.00



Hotel Arrangements

You are responsible for making your own hotel arrangements by using the following information:

To expedite your reservation – **BE SURE TO:**

1. Click on the hotel name below to access the Hotel Reservation Link. You may have to hit the Ctrl button and click on the link. (The link pre-populates your group code) Click **“Book a Room”** Link
2. To edit your stay for the conference click the **“Edit Stay”** hyperlink
3. Make reservations as soon as possible. The special room rate will be available until **March 15th**, or until room block is sold-out, whichever comes first. **THESE HOTELS SELL OUT FAST AND ADDITIONAL HOTELS WILL BE ADDED BUT IF YOU WANT TO ENSURE YOU ARE IN THE CONVENTION CENTER YOU MUST BOOK EARLY**

If you would like to spend additional days in Branson either before or after the meeting, the group rate could be offered and is **BASED ON AVAILABILITY**. Select **“Edit Stay”** hyperlink to check availability.

The Hilton Branson Convention Center Hotel:

Your web page address is:

Hotel Name: [Hilton Branson Convention Center](#)
Hotel Address: 200 East Main Street
Branson, Missouri
65616
Phone Number: 866-442-0959

The Hilton Promenade at Branson Landing Hotel:

Your web page address is:

Hotel Name: [Hilton Branson Promenade](#)
Hotel Address: 3 Branson Landing
Branson, Missouri
65616
Phone Number: 866-568-0890

Reservation guidelines: To secure a guest room reservation, a major credit card will be required. Reservations cancelled within **48 hours** of arrival will incur a charge for the first night’s **Room/Tax charge**.

Check-In/Out Time: Check-in time is **4:00 PM**; check-out time is **11:00 AM**. All guests arriving before **4:00 PM** will be accommodated as rooms become available. Hotel bellmen can arrange to check baggage for those arriving early when rooms are unavailable and for guests attending functions on departure day.

Parking Options/Fees: Guests of the hotel can either park at our **Self-Parking Garage for \$15/Day** for unlimited in & out privileges, or **Valet Park for \$25/Day** for unlimited in & out privileges. Guests will check into the Hotel prior to selecting their parking options. *Prevailing Rates Apply*

THESE HOTELS SELL OUT FAST SO PLEASE MAKE YOUR ARRANGEMENTS EARLY!



Exhibitor Arrangements

SHIPPING

Liberty Expo will be handling all of your freight and shipping needs. You will receive an email from them once you have confirmed your intent to exhibit with us. All materials need to be shipped to the address below. Shipping labels will be provided by Liberty Expo but you are welcome to use any carrier you want. **Booth numbers will not be assigned until closer to the conference and will be based on exhibitor level. They are not required when shipping your items to the convention center.** Please mark your freight with your company name and note that it is for the MATCP conference and ship it to:

c/o Liberty Exposition
200 S Sycamore
Branson, MO 65616

SET UP

You may begin setting up on **Tuesday April 9th at 2PM**. Your booth will be assigned based upon your exhibiting level and will be clearly marked. Please do not move your booth. You will be provided the following:

- one 6' x 2' table with skirting
- 2 chairs
- 1 wastebasket.

Your booth will have a backdrop as well as dividers between the booths.

If you need additional services (electric, extra tables, etc.) please indicate that when you set up your account with Liberty Expo. **You will be responsible for those extra services.**

EXHIBITING TIMES

Wednesday 8AM - 5PM

Thursday 8AM - 5PM

Friday 7AM - 10AM

TEAR DOWN

You must be completely torn down and have everything boxed up by noon on Friday the 12th. If you are attending the closing session we encourage you to be torn down by 10AM. You will need to arrange your shipping needs with Liberty Expo prior to Friday.



Exhibitor Rules and Expectations

Exhibit Space Assignments and Occupancy – Determined based on the floor plan of the venue, status of Exhibitor Level and on a first come/first serve basis from the date of the exhibitor application and payment is submitted to MATCP.

- MATCP reserves the right to make changes as deemed necessary;
- Exhibitors should review the hotel site plan and exhibit floor plan ahead of the conference to ensure proper planning for the exhibit;
- All exhibits must be staffed during regular exhibit hours;
- Exhibitors may not permit non-exhibiting companies “representatives” or materials in their exhibit area, unless approved by the MATCP Executive Director or designee;
- All exhibitors must wear their name badges at all times while on the conference site.
- Placement of table, determined by MATCP staff, will be based on payment and level status.
- Exhibitors may not alter the location of exhibits without the consent of MATCP staff prior to the conference.
- The exhibitor area is open to the public. Please take your valuables with you.

General Standards of Conduct – Exhibitors are to present their products and services, and their personnel, in a professional manner.

- Any activity or behavior that is disruptive, distracting, or undignified in the exhibitor area or elsewhere on the conference site is prohibited. Any activity or behavior of this nature will result in removal and forfeit of payment or refund.
- Attire and grooming must comport with the professional standards expected in a court related setting.
- No recorded or live music may be played or performed in the exhibit area unless part of an evening event.
- Space assignment, subletting, sharing, or apportioning of space without approval by MATCP is not permitted.
- An exhibitor may not exhibit, advertise or offer for sale goods or services other than those of the exhibitor.
- No exhibition or solicitation is permitted outside of the exhibitor’s assigned space, including elsewhere in the hotel or surrounding geographic area, unless initiated and approved by MATCP conference personnel.
- Exhibitors may not conduct any activity that would induce visitors to leave the hotel or other facility at which the exhibition is being held during regular business hours.
- Smoking and drug use is prohibited.
- Interference with the exhibits of others will not be tolerated.



2023 Exhibitors (in alphabetical order)

Abbott
Alkermes
ATTC
Averhealth
Benilde Hill
Better in Life Recovery
BI Incorporated
CCI
Clinical Reference Laboratory
Community Care Link
Compass Health Network
Corrisoft
Criminal Justice Services
eHawk Solutions
ICRC
Intoxalock
MHFA
Micro Distributing Compliance Consortium
Midwest Recovery Centers
Missouri Addiction Counselors Association
Missouri Behavioral Health Council
Missouri Coalition for Recovery Support Providers
Missouri Credentialing Board
Missouri Health and Senior Services
Missouri Highlands Healthcare
Missouri Highlands Healthcare – End HIV
Office of State Courts Association
Opioid Response Network
PharmChem
Preferred Family Healthcare
Primrose Hill Adult & Teen Challenge
QLabs
SCRAM Systems
Siemens Healthineers
Smart Start
Synergy Counseling Center
Thermo Fischer Scientific
TOMO Drug Testing
Total Court Services
Valley Hope
Veterans Affairs

Thank you to all of our 2023 exhibitors



Exhibitor Registration

Please print clearly or type

The email address you use on this form will be the email address needed to access this conference

The first conference registration is included in your exhibitor package.

Each additional registration is \$375.

Name _____
Title _____
Address _____

Email _____
Phone _____

Name _____
Title _____
Address _____

Email _____
Phone _____

Name _____
Title _____
Address _____

Email _____
Phone _____

Name _____
Title _____
Address _____

Email _____
Phone _____

Name _____
Title _____
Address _____

Email _____
Phone _____

Name _____
Title _____
Address _____

Email _____
Phone _____