



# FDIAI 2023

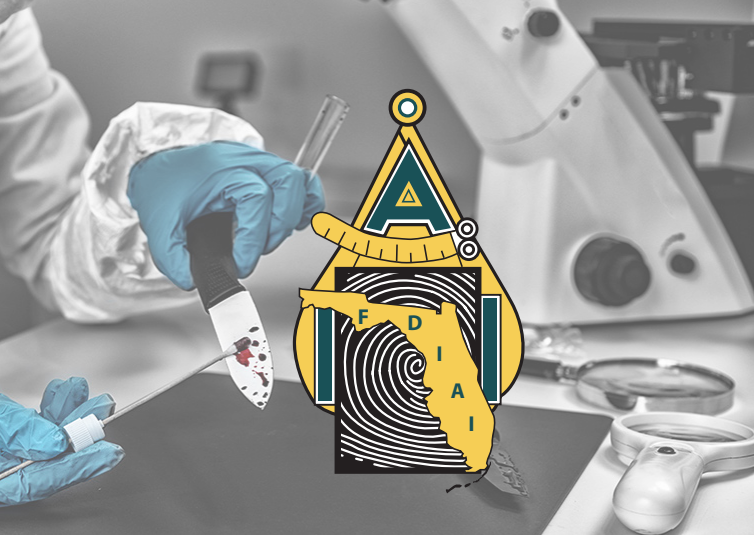
OCT 29-NOV 3

63<sup>RD</sup> ANNUAL CONFERENCE  
HILTON DOUBLETREE  
AT SEAWORLD  
ORLANDO, FLORIDA  
[FDIAI.ORG](https://fdiai.org)



EXHIBITOR'S KIT





## BACKGROUND:

The Florida Division of the International Association for Identification is the largest state division of the parent body, the IAI. There are nearly 1,300 members in the association and although the majority of members reside within the state of Florida, we have many members from throughout the United States. Its members consist of law enforcement professionals dedicated to the forensic sciences including crime scene, latent fingerprints, firearms, DNA, and other disciplines within this field.

The FDIAI annual conference has been in existence for 63 years. It has evolved into the largest IAI division conference in the United States. The conference will run from Sunday through Thursday with the exhibitor's display open from Monday through Wednesday.

The conference includes (2) 40-hour workshops involving latent print identification and Crime Scene Investigation. In addition there are several (2) and (4) hour workshops in every subject from photography to chemical processing. General sessions cover the forensic sciences from crime scene safety to latent print enhancement and AFIS systems.

The FDIAI Annual Conference this year is one the most cost effective means for law enforcement agencies to train their forensic personnel. There is no similar training available anywhere in the U.S. at a comparable cost. Command personnel routinely attend this conference to see the latest forensic equipment available to purchase and often is their only opportunity to see it all in one place.







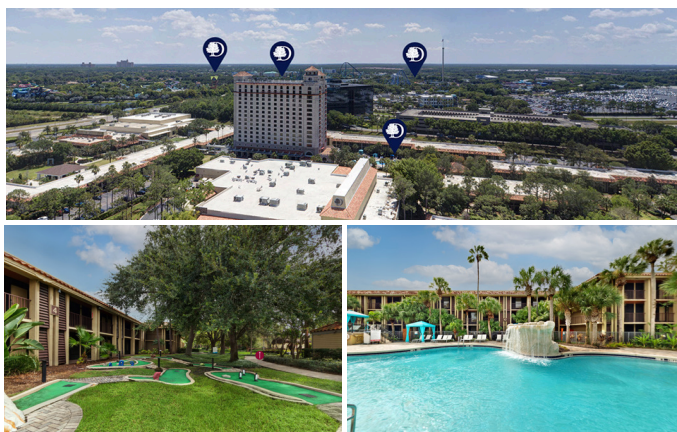
## EXHIBITOR INFORMATION

Join the dozens of exhibitors that have been supporting our Annual conference for many years including IDEMIA, Sirchie, TriTech, Evident Crime Scene, DataWorks Plus, SPEX and many more. These are the largest companies in the field of forensics displaying the latest in forensic technology.

Your display will be seen and visited by forensic professionals from all areas of law enforcement including senior-level decision makers. You will have an opportunity to demonstrate your products to a large pool of potential customers.

**Select your booth from the chart on page 5.** Consult the FDIAl webpage for up to the moment availability or contact the Exhibitor Coordinator. [www.fdiai.org](http://www.fdiai.org)

## LOCAL ACCOMMODATIONS



The conference this year will be held at the Hilton Doubletree at SeaWorld in Orlando. The hotel is surrounded by great restaurants and activities for the family. SeaWorld is across the street and Disney World only 20 minutes away.

Hotel rates are available on the FDIAl website. To receive the conference rate, reservations must be made by October 7, 2023.

Additional hotel information is available on our website. [www.fdiai.org](http://www.fdiai.org)

## YOUR BOOTH FEE INCLUDES

- ☐ 8' x 10' pipe and drape space with 8' high back wall drape and 3' high side drape.
- ☐ Skirted Table and Chairs and (1) 110v electrical outlet and company sign.
- ☐ One full registration with admission to the President's Reception and mid-week social function.

Each 8' x 10' booth is \$675  
Double Booths are \$1,350

The booths are offered on a first-come, first-served basis. If one of your three choices is not available, the conference will assign a booth as close in proximity to your first choice as possible.

## EXHIBIT SCHEDULE

### Sunday, October 29, 2023

12:00 p.m. - 5:00 p.m. Show Set-Up

### Monday, October 30, 2023

10:00 a.m. - 5:00 p.m. Exhibits Open  
5:00 p.m. - 6:30 p.m. Exhibits Open  
(Wine & Cheese Reception in the Exhibit Area)

### Tuesday, October 31, 2023

9:00 a.m. - 5:00 p.m. Exhibits Open  
**Open house to all local agencies.**  
**No charge for admittance to the Exhibit Hall.**

### Wednesday, November 1, 2023

9:00 a.m. - 12:00 p.m. Exhibits Open

Exhibit area will be closed Monday and Tuesday from 12:00 pm. - 1:00 pm. for lunch.

The educational program will have breaks built in to allow attendees time in the Exhibit Hall.





## EXHIBITORS

### The Exhibit Booth Fee of \$675 USD Includes:

- ☐ 8' x 10' pipe and drape space with 8' high back wall drape and 3' high side drape
- ☐ One 110-volt duplex outlet per booth
- ☐ Skirted Table and Chairs, company sign
- ☐ One full registration with admission to all President's Reception and Tuesday Night function.

### Admission to the Exhibit Area

Special badges will identify exhibitors. Official FDIAI Conference badges will be required for admission to the exhibit area. Exhibitors receive one full registration per booth, which entitles them to admission to the President's Reception and Tuesday night social function. Additional tickets to the social functions are available for purchase.

### Booth Assignment

The Conference Committee will strive to fulfill all position requests. In the event that the exhibitor's position preferences are unavailable, the manager will select the next best space available. (Refer to the Exhibit Floor Plan). All booths are assigned on a first-come, first-served basis.

### Assignment and Sublease

Exhibitors shall not sublet booths or any equipment provided, or assign this lease in whole or in part.

### Installation and Dismantling

Exhibit booths will be ready for occupancy Sunday, October 29<sup>th</sup>, 2023 at 12:00 pm. All materials must be removed and prepared for shipping from the booths by Wednesday, November 1<sup>st</sup> no later than 4:00 pm.



### Responsibility for Loss or Damage

Exhibitors assume all responsibility for damage caused by the exhibit to the person, property, or rights of other parties, including injury to floors, walls, decorations, or equipment of the center or exhibit contractors. Exhibitors will not hold the Conference Committee or the FDIAI responsible for any loss by theft or damage.

### Shipping, Labor, Furniture Rental, & Other Services

After the exhibit space is reserved, our local exhibit services company will handle all services relating to receiving and shipping of equipment and displays. Specific information will be published on our website. ALL SHIPPING MUST BE DONE THROUGH EXHIBIT SERVICES.

### Payment

Deposits to guarantee your booth must be received by May 1, 2023 Payment in full must be received by September 1, 2023 to be guaranteed your booth selection.

### Refund Policy

All refund requests must be in writing. A full refund will be given for cancellations received on or before October 1, 2023. No refunds will be made after this date.

### Program Advertising Requirements

The FDIAI uses a mobile app which will be available for all phones both IOS and Android. This gives us the ability for up to the minutes changes and notifications and will allow for direct contact to all companies exhibiting at the conference.

Advertising for the conference mobile app is available using banner ads. Contact the Exhibitor Coordinator for additional information.

### Sponsorships

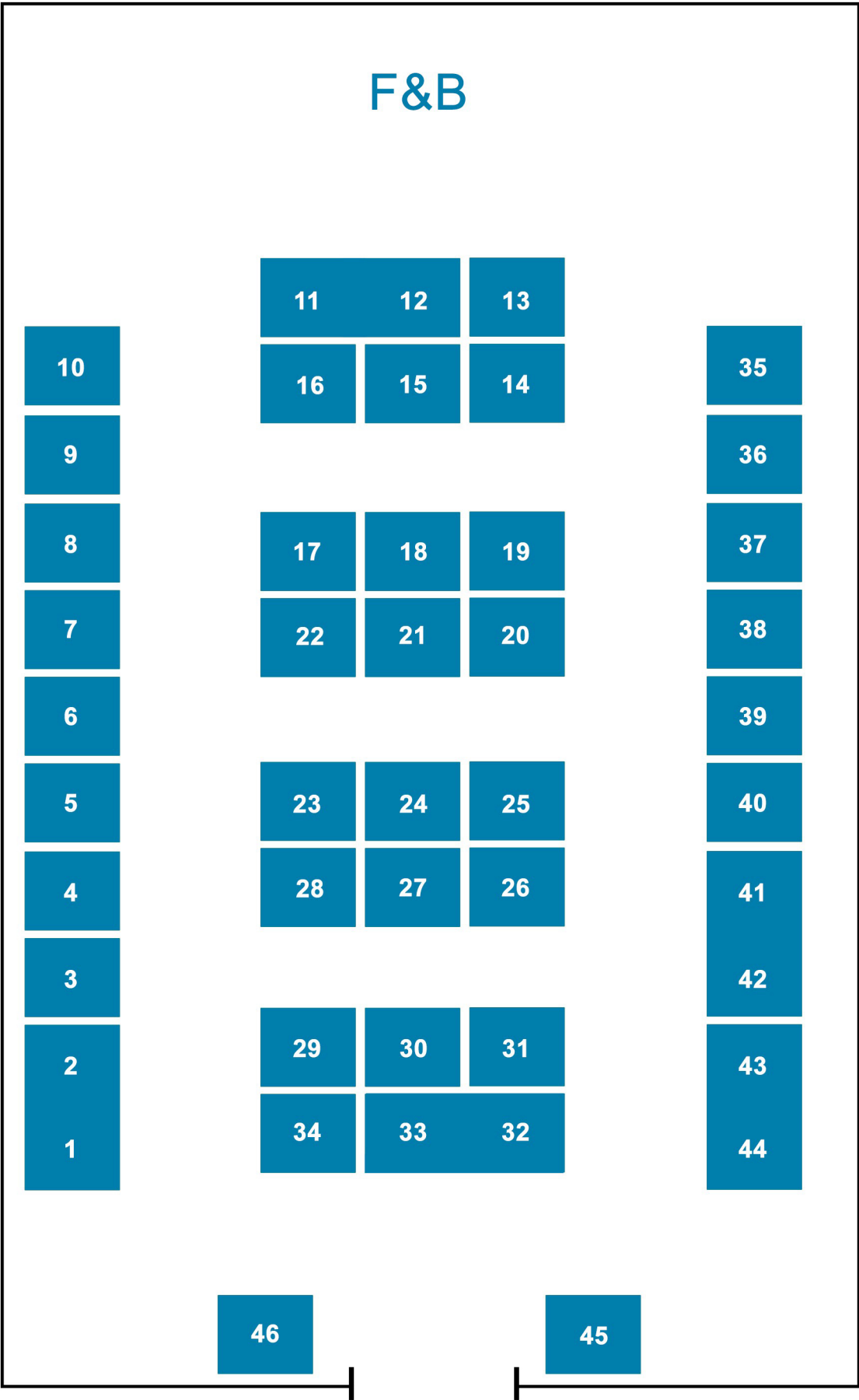
Sponsorships are available in three levels. In addition to recognition for sponsored events, sponsors are provided complimentary banner ads on the mobile apps. Contact the Exhibitor Coordinator for additional information.

TO BECOME AN EXHIBITOR AT OUR 2023 FDIAI CONFERENCE IN ORLANDO - VISIT [FDIAI.ORG](http://FDIAI.ORG)



# FDIAI 2023 EXHIBIT HALL

Hilton Doubletree Hotel SeaWorld - Palm Conference Center





# EXHIBITOR GENERAL INFORMATION

## **The Exhibit Booth Fee of \$675 Includes:**

- 8' x 10' Pipe and Drape Space
- (1) 110 volt Duplex electrical outlet
- 7" x 44" one-line ID sign
- One six-foot draped table with two chairs
- One full registration

## **Admission to the Exhibit Area**

Special badges will identify exhibitors. Official FDIAI badges will be required for admission to the Exhibit area. Exhibitors receive one full registration per booth, which entitles them to all social functions and educational exhibits.

## **Booth Assignment**

The Conference Committee will strive to fulfill all position requests. In the event that the exhibitor's position preferences are unavailable, the manager will select the next best space available. (Refer to the Exhibit Floor Plan). All booths are assigned via a selection process based on sponsorships, seniority, longevity and then first-come first-served.

## **Assignment and Sublease**

Exhibitors shall not sublet booths or any equipment provided, or assign this lease in whole or in part.

## **Materials and Props, Food & Drinks**

Exhibitors are reminded of the educational nature of this conference. Therefore, booth attendees may not be costumed. Exhibitors may give away water and candy. Any other type of food or drink must be approved by the Exhibitor Coordinator.

## **Restrictions**

Exhibitors may not project on walls or ceilings. Exhibitors may not block line-of-sight of an adjacent exhibitor with their booth. Exhibit displays and material must stay within the assigned pipe and draped space. Please contact the Exhibitor Coordinator if you have any questions regarding booth construction.

## **Installation and Dismantling**

Exhibit booths will be ready for setup Sunday, October 29th at 12:00 p.m. All materials must be removed and prepared for shipping from the booths by Wednesday, November 1st, 2023. Exhibit may not break down before the scheduled time without permission of the Exhibitor Coordinator.

## **Responsibility for Loss or Damage**

Exhibitors assume all responsibility for damage caused by the exhibit to the person, property, or rights of other parties, including damage to walls, floors, decorations or equipment of the center or exhibit contractors. Exhibitors will not hold the Conference Committee or the IAI responsible for any loss by theft or damage.

## **Shipping, Labor, Furniture Rental, & Other Services**

After the exhibit space is reserved, Exhibit Services will supply order forms for drayage, furniture rental, installations, dismantling labor, and various other services including carpet and electric. The expense of these services are the responsibility of the Exhibitor.

## **Payment**

Payment in full must be received by September 1st, 2023.



# FDIAI 2023 EXHIBIT RESERVATION

Organization Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State/Province: \_\_\_\_\_  
Country: \_\_\_\_\_ Zip/Mail Code: \_\_\_\_\_  
Contact Name: \_\_\_\_\_  
Contact Title: \_\_\_\_\_  
Office Phone: \_\_\_\_\_ Cell: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Web Address: \_\_\_\_\_

## Booth Reservations

Based on the Exhibit Hall Floor Plan, my top three booth location preferences are:

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_

Please reserve \_\_\_\_\_ Single Booth at \$675 each or \_\_\_\_\_ Double Booth at \$1350 each Total: \$ \_\_\_\_\_

## Sponsorships Call for Rates

Sponsor Coffee/Drink Break \_\_\_\_\_  
Sponsor/Co-Sponsor Social Function \_\_\_\_\_  
Other Sponsorship \_\_\_\_\_

Less Non-Refundable Deposit \$100 USD per booth: \_\_\_\_\_

Total Amount Due by 5/1/23 : \$ \_\_\_\_\_

Payment in full must be received by **September 1, 2023**.

## Method of Payment (Deposit payment must accompany your application form.)

Charge to my: \_\_\_\_\_ VISA \_\_\_\_\_ MasterCard \_\_\_\_\_ American Express \_\_\_\_\_ Novus/Discover

Credit Card Number: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ 3 Digit Code on Back: \_\_\_\_\_ Billing Zip Code: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Card Billing Address \_\_\_\_\_

Cardholder's Signature: \_\_\_\_\_

Check enclosed. **Payable in USD funds to FDIAI**

Name of Representative: (Please Print) \_\_\_\_\_

Representative's Signature \_\_\_\_\_

The above individual has read and understands all of the information outlined in the "General Information" section and agrees to Exhibit under those guidelines.

## COPY AND RETURN THIS BY EMAIL OR MAIL TO:

Email: [fdiaiaexhibitpr@fdiai.org](mailto:fdiaiaexhibitpr@fdiai.org)  
[www.fdiai.org](http://www.fdiai.org)  
Cell: 727-259-3332

Mail to: FDIAI  
4444 Worthington Circle  
Palm Harbor, FL 34685

