

VENDOR REGISTRATION FORM



**Inter-Tribal Emergency Management Coalition Summit 2015**

**June 9, 10, & 11th**  
**FIRELAKE ARENA**  
18145 Old Rangeline Rd  
Shawnee, OK 74801

**VENDOR REGISTRATION DEADLINE IS FRIDAY MAY 15<sup>th</sup>, 2015:**  
**AFTER MAY 15<sup>th</sup>, 2015 REGISTRATION FEE WILL BE \$500**

\_\_\_\_\_  
VENDOR Represented Person of Contact for Organization

\_\_\_\_\_  
Mailing Address City State Zip Code

\_\_\_\_\_  
Work Phone Cell Phone Fax Number

**E-mail Address**

Please list the Person or Persons at your booth:

Check which best describes your organization:

- Government Agency     State Agency     Private Business     VOAD     Non-Profit
- City/Town Government     Informational     Other \_\_\_\_\_ (Please describe)

**Registration fee of \$250.00 is:**  included  hand delivered  to be mailed (Please check one)  
Registration includes only 2 individual registrations and booth space. Contact Vendor Organizer with size of Space Needed.

**Registration fee for Informational Booths:** FREE (All attendees must pay and register individually. Please send Summit Registration to the address described in Summit Registration. Mark the Registration as a VENDOR/Informational and attach Registration fee.

Please submit a door prize to the Vendor Coordinator at time of check-in. Contact the Vendor Coordinator if your company would like to donate scholarships or set up a special event. All Vendors must complete both Vendor Registration and Summit Registration for all persons registered to booth. Vendor Registration only covers two persons. All additional persons will be the additional fee of their registration \$100.00

**EMAIL** completed vendor registration form to: [pedwards.cn@gmail.com](mailto:pedwards.cn@gmail.com)

**FAX** completed form to: ITEMC (405) 656-2892

**REGISTER ONLINE** at [www.itemc.org](http://www.itemc.org)

**MAIL** completed conference registration form and payment to:

ITEMC  
P.O. Box 1729  
Okmulgee, OK 74447







**8TH ANNUAL  
INTER-TRIBAL EMERGENCY MANAGEMENT  
COALITION SUMMIT  
JUNE 9, 10 & 11, 2015**

***IMPORTANT!*      REGISTRATION FEES      *IMPORTANT!***

There will be a **limited number of scholarships available for registration and 2 nights hotel for the FIRST 50 Emergency Management Directors (or designee)**. ITEMC will pay for the nights of the 9th & 10<sup>th</sup> only. Any additional nights will be at the expense of the attendee. The scholarships are being offered on a first come, first serve basis and will be limited to one per Tribe or entity. Registration fees will be \$100.00 for each attendee prior to the **deadline date of May 15, 2015**. Registrations must be postmarked **no later than May 15, 2015** or faxed or emailed by **4 p.m. May 15, 2015**. Any application after **May 15, 2015** will be charged a **\$200.00 registration fee**. Register as early as possible if you are requesting a scholarship.

**CONFERENCE RATE FOR HOTEL ROOM**

**GUEST ROOM RESERVATION PROCEDURE**

Call the Grand Casino Resort's hotel reservations office at (405) 964-7777. Refer to block code ITEMC and/or block name ITEMC CONFERENCE. Rooms are being offered at a rate of \$89.00/night. **No later than Monday, May 15, 2015**. After this date, the hotel will release the block and requests for reservations will then be accepted on a space and rate available basis only. **All reservations must be guaranteed with a major credit card. If no form of deposit or guarantee acceptable to the hotel accompanies the reservation, it may be cancelled without notice. No-shows will be charged the first night's room charges.**

**INTER-TRIBAL EMERGENCY MANAGEMENT COALITION**

ITEMC was formed in December 2004 as learning and networking resource for Tribal emergency management professionals. Because of the checker-board layout of our Tribal lands, the need for networking, enhancing and strengthening our working relationships with Federal, State, County, and City soon became paramount. The first Summit was held in June 2008 with about 180 attendees and has grown each year. The Summits are designed to help those involved in Emergency Management to understand and overcome misconceptions about jurisdictional boundaries, organization, tribal resources, and receiving federal assistance. It has evolved into an excellent opportunity for Tribal, State, and local officials to network with other agencies and organizations.

We are pleased to present a variety of resources from Tribal governments, State and Federal agencies and the private sector.....all in one conference to help identify ways in which all of us can work together to provide better preparedness, response, recovery and mitigation efforts in emergency and disaster situations.

June 9th	8:00 - 9:00 AM Registration 9:00 - 10:00 AM Opening Ceremonies 1:00 - 5:00 Breakout Sessions
June 10th	9:00 - 12:00 AM Full Session 1:30 - 5:00 PM Breakout Sessions
June 11th	9:00 - 11:00 Breakout Sessions 11:15 - 12:00 Closing Ceremonies

\*Times approximate – full agenda to follow soon

Please register for the Summit as soon as possible. This event is NOT limited in attendance. However, we need to have an anticipated attendance count in order make proper arrangements with the facilities. **YOUR PRE-REGISTRATION IS GREATLY APPRECIATED.**

ITEMC  
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