

# VENDOR PROSPECTUS



OKALA'S 2020 Spring Convention & Trade Show  
April 21st, 22nd & 23rd, 2020

RiverSpirit Casino Resort \* 8330 Riverside Parkway \* Tulsa, OK

# OKALA'S 1920'S STYLE TRADE SHOW

## Roaring Into A New Decade With The Best Industry Partners!

### Here's the Skinny...Trade Show Booth Options

	<u>Gangster</u>	<u>Mobster</u>	<u>Outlaw</u>
OKALA Member	\$1,275	\$1,095	\$ 675
Non-Member	\$1,775	\$1,595	\$1,175
Extra Trade Show Vendor	\$75 (OKALA Member)	\$125 (Non-Member)	
Electricity for Booth	\$50		
Extra Ticket to Opening Speak Easy	\$35 (OKALA Member)	\$50 (Non-Member)	

### HOTEL INFORMATION

RiverSpirit Resort & Casino \* 8330 Riverside Parkway \* Tulsa, OK

Group Rate: **\$109/night** Call: 888.748.3731 for reservations

To obtain Group Rate you MUST identify yourself as being with the Oklahoma Assisted Living Association

### \*\*\*Speak Easy Trade Show Grand Opening\*\*\*

**Tuesday, April 21, 2020**  
**6:00 pm - 8:00 pm**



Put on your best 1920's gear for this "Once in a Decade" Party! We will have Big Band music, Boa's & Beads along with the finest Gigggle Juice and Grub (ain't no Hash House here!). Add a little bit of gambling and this is the Clip Joint that every Flyboy & Flapper will be at!



## TRADE SHOW SCHEDULE

(Times are subject to change)

**Tuesday, April 21, 2020** 6:00 pm - 8:00 pm Trade Show Open

1:00 - 4:30 pm Vendor Registration/Trade Show Move-In

6:00 - 8:00 pm Speak Easy - Trade Show Grand Opening

**Wednesday, April 22, 2020** 9:30 am - 5:00 pm Trade Show Open

7:30 am Continental Breakfast/Networking

8:00 am Welcome & Opening Announcements

8:30 am Opening Speaker

9:30 am Tradeshow/Vendor Games

12:30 pm Lunch in Tradeshow/Vendor Games

3:00 pm Tradeshow/Vendor Games

4:30 pm Tradeshow/Door Prizes/Revealing of Murder Mystery Vendor Game Winner(s)

5:00 pm Evaluations/Tear Down Trade Show



### All Exhibitor Fees Include:

- Registration for 2 exhibitors to the convention & trade show. (Outlaw pkg receives registration for 1 exhibitor)
- Continental Breakfast and Lunch on Wednesday.
- Listing in Convention Program (Display ads must be purchased separately)
- List of Attendees (2 weeks prior to trade show; updated list at registration; and final list 2 weeks after trade show)
- 6 Ft Skirted Table, Wastebasket, Exhibitor identification sign & 2 chairs (Outlaw does not receive a table and receives 1 chair)
- Recognition in Convention printed materials for any Sponsorships. Must be purchased by **March 15, 2020**.
- Complimentary Wi-Fi
- Entrance into Trade Show Grand Opening Speak Easy.
- Entrance into educational sessions & all convention functions (must present name badge)

OKALA, Roaring Into 2020...Here's To A New Decade

# TRADE SHOW INFORMATION

**Speak Easy Opening Reception.** We are so excited to be roaring into 2020 with our 1920's theme! After move-in, freshen-up; put on your Best 1920's attire; relax and enjoy networking opportunities inside the Grand Opening of the Trade show while we serve up some light hors d'oeuvres and cocktails. Join the OKALA Board of Directors, attendees on April 21, 2020 for Big Band Swing music, gambling, best dressed costume and a surprise. The SpeakEasy will be from **6:00 pm to 8:00 pm**. Don't forget the password AND don't be late!

**Booth Decorating Contest.** One of the best themes...EVER! From SpeakEasy to Mobsters to Prohibition to Big Bands and Flappers, the 1920's had it all! Be creative and have FUN! Attendees will vote on who has the best "themed" booth in 3 categories. 1) Medical Services; 2) Services; and 3) Other. Each Category will be recognized and the booth voted "**Best of Trade Show**" will win a \$500 credit to be used at our 2021 Convention & Trade show to be held right here at RiverSpirit Casino & Resort on April 19th - 22nd, 2021.

**Trade Show Game.** The Conference Committee has been working hard to ensure a great time for ALL attendees can occur. The Trade Show game this year will be like no other...**A Gangster Style Murder Mystery**. Be sure to review your check in packets for all the details on how to play the game!

**Door Prizes & Announcements.** If you are offering a door prize, drawings will be announced during the final break on Wednesday. Attendees must claim their prizes from exhibitors. Exhibitors are responsible for delivering unclaimed prizes to winners. *Door prizes are for convention attendees only. Exhibitors, exhibitor's guests, OKALA employees and Board Members are not eligible to participate in door prize drawings. They may participate in raffles and fundraisers.*

**Program Listing.** Exhibitors will be listed in our program book by category with name, telephone and e-mail address only.

**Registration/Booth Assignment.** Booth space is limited, so early registration is recommended! Details of packages are on page 2. Exhibitors may attend all convention functions, including educational offerings. ***\*Please note: Extra Exhibitor badges do not include the SpeakEasy.*** To confirm assigned booth space, full payment must be received **prior** to move in date. Submission of the registration form does not guarantee that your company will receive chosen location/sponsorship/etc. Exhibitors will be placed based first-come, first-served basis. OKALA conference committee makes placements and reserves the right to locate display areas for the benefit of the exhibitor or betterment of the trade show. Exhibitors may make a notation when registering whom they prefer their booth **NOT** be located near at the trade show.

**Name Badges.** Name badges are required for admission to trade show and are **non-transferrable**. *Badge swapping is prohibited.* There is no charge for on-site substitution name badges. However, additional exhibitors will be charged. Anyone without a proper badge will be asked to leave the event. Vendor sponsors who elect not to exhibit will be allowed to attend the sponsored event(s). **NON-EXHIBITING VENDORS/SUPPLIERS ARE NOT PERMITTED TO ATTEND AND/OR SOLICIT ATTENDEES DURING CONFERENCE.**

**Package/Shipping Handling.** OKALA Convention & Trade show shipments should be sent to arrive no more than one week prior to the Event. All packages and boxes received for individuals, attendees or vendors are subject to shipping/handling charges. Shipping address is:

**Oklahoma Assisted Living Association  
C/O RiverSpirit Resort & Casino  
8330 Riverside Parkway  
Tulsa, OK 74137**

**Cancellations.** If an exhibitor finds it impossible to attend the Convention and WRITTEN notification is received to that effect within 30 days of convention, they will receive a 50% refund. The 30 day deadline is by: **5:00 pm Friday, March 20, 2020**. Cancellation after 5:00 pm, March 20, 2020 will result in forfeiture of all pre-paid amounts. Written notifications should be sent to: Mholland@okala.org.



April 21st, 22nd, & 23rd, 2020

## OKALA'S ROARING 2020'S CONVENTION & TRADE SHOW

### 2020 OKALA VENDOR BOOTH, PROGRAM ADS AND SPONSORSHIP PAGE PAYMENT FORM

#### Member Booth Packages & Add-On's (please check) :

☐ Outlaw Pkg \$1,175    ☐ Mobster Pkg \$1,595    ☐ Gangster Pkg \$1,775    = \$ \_\_\_\_\_  
☐ Add' 1 Exhibitor \$125 X \_\_\_\_\_ ☐ Add' 1 SpeakEasy Ticket \$50 X \_\_\_\_\_    = \$ \_\_\_\_\_  
☐ Both\* Add' 1 Exhibitor & Speak Easy Ticket \$100 X \_\_\_\_\_ ☐ Electricity \$50    = \$ \_\_\_\_\_  
\*Only available to OKALA Members  
**OKALA Member Booth Discount (\$500 off booth pkg)**    = \$ \_\_\_\_\_  
**OKALA Member Add-On's Discount (\$50 off Exhibitor & \$15 off SpeakEasy ticket)**    = \$ \_\_\_\_\_  
**Booth Pkg & Add-On's Total**    \$ \_\_\_\_\_

#### Sponsorship(s) (check box) :

☐ Great Gatsby \$4,000    ☐ The "Yap" \$3,750 **SOLD**    ☐ Speak Easy \$3,500    ☐ Flapper \$3,500  
☐ Bee's Knees \$3,250 **SOLD**    ☐ Fire Extinguisher \$3,200    ☐ The Boy \$3,750    ☐ River \$3,500 **SOLD**  
☐ Prohibition \$2,000 **SOLD**    ☐ Gangster \$1,750    ☐ Wild Guy \$1,500    ☐ Buckle Up \$1,500 **SOLD**  
☐ Get Hot! Get Hot! \$250  
**Sponsorship Total**    \$ \_\_\_\_\_

Contact OKALA for More Information

#### Program Ads (not the category listing included in booth package):

☐ Full Page Color \$600    ☐ 1/2 Page Color \$450    ☐ Full Page B&W \$500    ☐ 1/2 Page B&W \$350  
**OKALA Member Program Ad Discount (\$100 off Ad)**    = \$ \_\_\_\_\_  
**Program Ad Total**    \$ \_\_\_\_\_

**Color & Black/White Ads.** If you have purchased a Color or Black/White Ad, they must be sent electronically in vector files to [timtoddokc@gmail.com](mailto:timtoddokc@gmail.com) by **Friday, April 3, 2020**. If you need help designing your add, contact Tim at Delta Promotions.

#### VENDOR BOOTH PKG, ADDITIONAL ADD-ON'S, SPONSORSHIP & AD PAYMENT

##### COMPANY/VENDOR INFORMATION

		Title	Email
Name Of Vendor/Company		Contact Name & Title	Email
Address		Exhibitor #1 Name & Title	Email
		Exhibitor #2 Name & Title	Email
		Exhibitor #3 Name & Title	Email
		Exhibitor #4 Name & Title	Email
Phone		FOR ADDITIONAL EXHIBITORS ATTACHED SHEET WITH NAME, TITLE & EMAIL	
Method of Payment		<input type="checkbox"/> Check	<input type="checkbox"/> Credit Card
		<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard
		<input type="checkbox"/> American Express	
Credit Card #	CVC2#	Exp. date	
Signature			

Booth & Add-On's

Sponsorship(s) Total

Ad Page(s) Total

Conference Total

Return Completed Form by **March 31, 2020** to:

***mholland@okala.org or fax: (800) 375-6788 or mail: PO Box 18576, Oklahoma City, OK 73154***