March 17, 2020

To: Exhibitors

From: Karan Skarda, Continuing Education Coordinator

Re: County Judges Association of Arkansas Meeting

Enclosed you will find a pre-registration form for the 2020 Annual Spring Meeting of the County Judges Association of Arkansas to be held June 3-5, 2020, at the Embassy Suites by Hilton Red Wolf Convention Center, 223 Red Wolf Blvd. Jonesboro/Craighead County. The Embassy offers full cook to order breakfast - daily; 2-hour Managers Reception - nightly; free parking; and free Wi-Fi in meeting rooms.

The fee for an exhibit table is $500 and includes registration for two (2) attendees and admission to lunch and dinner on Thursday with the County Judges. We encourage you to register online at www.arcounties.org if you wish to pay by credit card. Exhihibitor registration and installation of exhibits begins at noon on Wednesday, June 3, 2020.

The fee to attend this meeting without an exhibit table is $150 per attendee and the on-site registration fee is $160.

A sponsorship is an excellent opportunity to support the CJAA educational conferences or seminars. Your sponsorship will help defray the costs of the expenses of the CJAA for meeting space rental, audio visual equipment, speakers, printed educational materials, etc. {Meals served by the CJAA at the CJAA Conferences or seminars to the county judges, county employees, and their spouses are explicitly paid for by the registration fees for the county judge, county employee and their spouses.} As a CJAA Conference sponsor, your company will be recognized for your support. Please see sponsorship levels below.

<table>
<thead>
<tr>
<th>Sponsorship Level</th>
<th>Fee</th>
<th>Registration Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Platinum</td>
<td>$1,500</td>
<td>Registration for four (4) company personnel. Recognition: sponsor sign, tabletop signage, 5-minute educational presentation during meeting, sponsor logo featured on pre-session PowerPoint presentation, one-half page ad in agenda, and exclusive printed recognition in meeting room</td>
</tr>
<tr>
<td>Gold</td>
<td>$800</td>
<td>Registration for three (3) company personnel. Recognition: sponsor sign, tabletop signage, and company logo in agenda</td>
</tr>
<tr>
<td>Silver</td>
<td>$600</td>
<td>Registration for one (2) company personnel. Recognition: sponsor sign, tabletop signage, and company logo in agenda</td>
</tr>
</tbody>
</table>

The cost for additional personnel to attend is $150 per person.
If you have not already made your lodging reservations, you may do so by calling the **Embassy Suites by Hilton Red Wolf Convention Center at (870) 619-4482**. Please advise the receptionist that you will be attending the County Judges Association of Arkansas Meeting to receive the negotiated group rate of $96 Single/ $106 Double/ $116 Triple plus applicable taxes. To ensure the negotiated rate, please make your lodging reservations by May 20, 2020. Cancellations must be received 48 hours prior to arrival.

An agenda for the 2020 Annual Spring Meeting of the County Judges Association of Arkansas will be forthcoming. Once finalized, you may also find the agenda on our website, [www.arcounties.org](http://www.arcounties.org).

If you wish to pay by check, please complete the enclosed registration form and mail along with your check to:

**County Judges Association of Arkansas**  
Attn: Karan Skarda  
1415 W. Third Street  
Little Rock, Arkansas 72201

The deadline to register for the Annual Spring County Judges Association of Arkansas Meeting is **May 20, 2020**.

Should additional information be required, please do not hesitate to call.
COUNTY JUDGES ASSOCIATION OF ARKANSAS
2020 ANNUAL SPRING MEETING
EXHIBITOR REGISTRATION FORM
June 3-5, 2020

Please return registration form and payment by May 20, 2020.

PRE-REGISTRATION WITH EXHIBIT TABLE - Please complete all information requested

Attendee 1 (Complimentary)
Name
Title
Attendee 2 (Complimentary)
Name
Title
Additional Attendee
Name
Title
Additional Attendee
Name
Title

Name of Company

Address
City
State Zip-Code

Telephone Number __________________________ Email Address __________________________

Type of Business: ____________________________ FEES: (Per Additional Attendee)
Pre-Registration $150
On-Site $160
Exhibit Table $500
Electricity $25

Exhibit Table $ 500
Additional Attendee Registration Amount Enclosed: $____________________
Total Amount Enclosed $____________________

To help us determine meal guarantees, please indicate below how many people will attend:
_______ Number of people attending Lunch, Thursday, June 4
_______ Number of people attending Dinner, Thursday, June 4

PRE-REGISTRATION WITHOUT EXHIBIT TABLE – Please complete all information

Attendee: ____________________________ $150/$160 On-Sight
Name
Title
Name of Company: ____________________________

Telephone __________________________ Email Address __________________________

Total Amount Enclosed $___________

To help us determine meal guarantees, please indicate below how many people will attend:
_______ Number of people attending Lunch, Thursday, June 4
_______ Number of people attending Dinner, Thursday, June 4
COUNTY JUDGES ASSOCIATION OF ARKANSAS
2020 ANNUAL SPRING MEETING
EXHIBITOR SPONSORSHIP FORM
JUNE 3-5, 2020

*Sponsorship Levels Available: *See letter for full details

☐ Platinum $ 1,500 Includes four (4) complimentary registrations
☐ Gold $ 800 Includes three (3) complimentary registrations
☐ Silver $ 600 Includes one (1) complimentary registration

Additional attendees - $150 per person

Please print or type below the company name exactly as you wish it to appear in printed and posted materials and signage.

**Sponsorship Registration – Please complete all information requested**

Attendee 1 __________________________________________
Name __________________________________________
Title __________________________________________

Attendee 2 __________________________________________
Name __________________________________________
Title __________________________________________

Attendee 3 __________________________________________
Name __________________________________________
Title __________________________________________

Attendee 4 __________________________________________
Name __________________________________________
Title __________________________________________

Name of Company: __________________________________________
Address: __________________________________________
City/State/Zip: __________________________________________

Telephone: __________________________________________ Email Address: ____________________________

Sponsorship Fee Enclosed: $ _________
Additional Registration Fee Enclosed ($150 per person): $ _________
Total Amount Enclosed $ _________

To help us determine meal guarantees, please indicate below how many people will attend each function:

_______ Number of people attending Lunch, Thursday, June 4
_______ Number of people attending Dinner, Thursday, June 4