



July 9, 2009

Dear Potential Exhibitor,

I am very pleased to announce the dates and location of our 2009 Annual In-Service Training for Sheriffs, their chief law enforcement deputies, and their tax deputies. We will once again spotlight our vendors on Sunday evening and all day Monday. We greatly thank you for your support of our Association in the past and encourage you to join us "on the mountain".

The seminar will take place at Snowshoe Mountain Resort in Snowshoe, WV on September 20 – 22, 2009. The resort is located in Pocahontas County. Check it out on the web: [www.snowshoemtn.com](http://www.snowshoemtn.com).

We are offering exhibition space in the resort's conference center on Sunday, SEPTEMBER 20 and Monday, SEPTEMBER 21. The exhibit area will be open for viewing on Sunday, September 20 from 3:00 p.m. until 7:00 p.m. and on Monday, September 21 from 8:00 a.m. until 4:00 p.m. Set-up time will be Sunday, September 20 from 12:00 p.m. until 3:00 p.m. The exhibits will be located in Ballroom A located in Mountain Lodge.

As you can see, the set-up time will occur immediately before the exhibit hall opens on Sunday. We then scheduled the exhibit hall opening parallel to our guests registering for the conference. There are no other sessions being conducted during this time and we plan to have refreshments located in the vendor room, as well. Upon registering with me for the conference, I will then direct participants to visit the vendor hall. This offers participants exclusive time devoted to visiting with you, the vendor. Our refreshment break on Monday will be located in the vendor hall, also.

### **Registration:**

Please mail your conference registration form to: WV Sheriffs' Association, PO Box 3031, Charleston, WV 25331.

The base registration fee is **\$450**. The registration fee includes registration for one company representative, one 6 or 8 ft. linen draped table and two chairs. The registration fee per additional company representative is **\$155 each**. Registration includes dinner on Sunday, lunch on Monday, two refreshment breaks and dinner on Monday.

To register for exhibition space, complete the enclosed Exhibitor Registration Form and mail with payment to: WV Sheriffs' Association, P.O. Box 3031, Charleston, WV 25331. All exhibitor registrations and payments must be received by Wednesday, August 12, 2009. Please note that exhibitor registration fees are not refundable and must be paid in advance of the seminar by check to the WWSA. We are not able to accept credit card payments.

**Lodging:**

Sleeping room reservations can be made directly with Snowshoe Mountain Resort by calling 1-877-441-4386. Our room rates vary. For a regular hotel room with two queen beds located in Expedition Station, the rate is \$94.00 each night. We also have some studios, 1 and 2 bedrooms units blocked off in Rimfire, Allegheny, and Highland House. These range from \$119 per night to \$219 per night. All rates are based upon a minimum 2 night stay and do not include applicable taxes. Be sure to ask for the "WV Sheriffs' Association" room block to receive the group rate. Reservations must be made on or before August 13, 2009.

Should you have any further questions, please contact me at (304) 345-2232 or via email: [melissa@wvsheriff.org](mailto:melissa@wvsheriff.org). We look forward to working with you at the seminar.

Respectfully,

Melissa Garretson, Executive Director