

DOMESTIC VIOLENCE AWARENESS CONFERENCE

OCTOBER 14-15TH, 2024

THE MEADOWS EVENT AND CONFERENCE CENTER
ALTOONA, IA 50009



**REGISTER NOW TO BE A
VENDOR**

Our first Statewide Conference will be held October 14-15, 2024. Every year, Victim Assistance Section helps thousands of men, women, and children throughout Iowa that are victims of violent crimes. Domestic violence remains a serious and daunting issue nationwide. Based on statistics by the National Domestic Violence Hotline, an average of 24 people per minute are victims of Domestic Violence.

Vendor Information: To be a vendor, contact
Natalie.lampley@ag.iowa.gov

MAKE PAYMENTS TO:
IOWA DEPARTMENT OF JUSTICE
LUCAS STATE OFFICE BUILDING
321 E 12TH STREET; GROUND FLOOR
DES MOINES, IOWA 50319

Vendor Registration Information

Vendor Opportunities:

\$400

- Includes 8x10 table, 2 chairs, electrical outlets
- Includes 1 meal and participation for 1 participant

\$250 (Non-Profit Organizations)

- Includes 8x10 table, 2 chairs, electrical outlets
- Does not include any meals or conference participation

Telephones and Internet

Telephone lines, phones, and hard-wired internet access are not available during this event. Wireless internet access is available free of charge in the Meadows Events & Conference Center area of the facility. If your company is denying remote access from public Networks, you will not be able to connect to your work network using VPN, Citrix, VMWare or any other Remote Access tool. The free wireless internet service provides unencrypted wireless access to the Internet, and you are responsible for the security of your system.

By using this service, vendors agree that their activities shall not:

- Infringe on any third party's copyright, patent, trademark, intellectual property, trade secret, or other proprietary rights.
- Introduce any viruses, Trojan horses, worms, time bombs, or other computer programming routines that may damage, interfere with, surreptitiously intercept, or expropriate any system, data, or personal information.
- Create any liability for the Meadows Events & Conference Center
- Violate any law, statute, or regulation or involve any attempt to access data which you are not authorized.

Be defamatory, trade or download libelous, threatening, harassing, obscene, or pornographic materials.

Network and Internet Connections

Client may not attach any hardware or software to any networking or internet access services provided by the Meadows Events & Conference Center, or allow its attendees to do so, other than hardware and software approved by the Meadows Events & Conference Center or end user equipment (such as laptops and mobile phones but excluding routers or networking equipment) owned by attendees that agree to any applicable terms of use required to access the services. If the client is permitted by the Meadows Events & Conference Center to attach a router or other wireless networking equipment to the Meadows Events & Conference Center network, it shall not use a network identifier (i.e., a Service Set Identifier or SSID) that contains the Meadows Events & Conference Center name without approval from the Meadows Events & Conference Center, or other name to which the Meadows Events & Conference Center reasonably objects. The Meadows Events & Conference Center may require client or its attendees to remove any hardware or software from the Meadows Events & Conference Center's network or otherwise prevent hardware or software from connecting to the Meadows Events & Conference Center's network without notice and without refund.

Cancellation/Liability

Full payment must be received **October 3, 2024**. **NO CANCELLATIONS ARE PERMITTED**. A substitute attendee is allowed. Please contact Natalie Lampley @ natalie.lampley@ag.iowa.gov with questions regarding Vendor registration and/or requirements.

Security

Iowa Attorney General's Office/Victim Assistance Section cannot guarantee against loss, fire and damage. Iowa Attorney General's Office/Victim Assistance Section policies do not provide coverage for vendor's protection. Vendors are responsible for their own property through insurance or self-insurance. Vendors are encouraged to not leave personal belongings or electronic equipment unattended.

Damages

The client is responsible for any damage done to the function room, complimentary décor items, or any other part of the facility by the client, his/her guests, invitees, employees, independent contractors, or other agents under client's control except normal wear and tear. The Meadows Events & Conference Center's representatives and client should inspect all rented space prior to event and at the conclusion to determine existing conditions. You will be informed of any damages after your event with a written report and photographs. The vendor will be responsible for leaving all utilized areas of the Meadows Events & Conference Center in the same condition as were noted at move in, less normal wear and tear.

ADA Policy

Iowa Attorney General's Office/Victim Assistance Section does not discriminate in its educational programs on the basis of race, religion, color, sex or handicap. **Please contact Jackie.white@ag.iowa.gov**, if you need any accommodations.

Iowa Attorney General's Office/Victim Assistance Section shall not be responsible to vendors for damages, losses and/or claims from any cause whatsoever that may arise from vendor's participation. Vendors assume the entire responsibility and liability for losses, damages and claims arriving out of injury or damage to vendor's displays, equipment, injury to a person or other property brought upon the premises of the conference/trade show location and shall indemnify and hold harmless Iowa Attorney General's Office/Victim Assistance Section employees from any and all such losses, damages and claims.

Iowa Attorney General's Office/Victim Assistance Section reserves the right to make changes to this agreement. Any matters not specifically covered herein are subject to decision by Iowa Attorney General's Office/Victim Assistance Section. Iowa Attorney General's Office/Victim Assistance Section reserves the right to make such changes, amendments, and additions to this agreement as considered advisable for the proper conduct of the vendor with the provision that all vendors will be advised of any such changes.

Agreement

The undersigned agrees to abide by the conditions and terms listed above for vendor space at the 1st Annual Domestic Violence and Prevention Conference.

Signature: _____ Date: _____
Print Name: _____ Title: _____

Submission and Questions

Please submit your **Vendor Registration form to Natalie Lampley, Resource Coordinator @ natalie.lampley@ag.iowa.gov** or contact Victim Assistance Section of the Iowa Attorney General's Office @ 515.281.5044 with questions.

For more information about the conference or to register as a participant, please click on the below QR code. You can also reach out to Jackie White @ Jackie.white@ag.iowa.gov.

Conference Website



Conference Registration

