



TO: Illinois Sheriffs' Association Exhibitors  
FROM: Jim Kaitschuk, Executive Director  
DATE: February 2024  
RE: 2024 Sheriffs' Chief Deputy & Jail Administrators Training Conference

As you know the Chief Deputy/Jail Administrators Conference is approaching. The conference will be held at the Embassy Suites Hotel & Conference Center, East Peoria, Illinois on April 24-26, 2024. The hours for the exhibit hall are outlined below. I'd encourage you to register early as we have opened the conference up to all vendors and we predict it will fill up quickly again!

**To make hotel reservations on-line: HOTEL RESERVATIONS CLICK HERE**  
**Select check in date and check out date**  
**Add special rate code:**  
**Select CHECK ROOMS & RATES**

**Exhibitor set up time and hours for exhibiting are as follows:**

Noon-2:00 p.m. Set Up  
2:00-6:00 p.m. Exhibit Hall Open  
4:00-6:00 p.m. Reception/Door Prizes/Vendor Passport Give-aways  
6:00 p.m. Tear Down

**Conference Sponsor Levels**

**Gold:** \$2,000 Includes logo in the Program, company name on the conference banner and logo in the Sheriffs monthly eNewsletter  
**Silver:** \$1500 Includes logo in program, company name on the conference banner and logo in the Sheriffs monthly eNewsletter  
**Bronze:** \$1000 Includes logo in the program, company name on the conference banner and logo in the Sheriffs monthly eNewsletter.

*Please indicate on your Registration form the level of Sponsorship you wish to include.*

Included in this packet you will find a registration form and preliminary agenda. The hotel room rate is \$137.00 plus tax which includes breakfast!! Your registration form should be sent directly to the ISA office no later than March 21<sup>st</sup> OR you can register online at:

For further information please contact Teri Schroeder at [Teri@ilsheriff.org](mailto:Teri@ilsheriff.org)

**2024 ISA Chief Deputy & Jail Administrators Conference Registration**  
**ONLINE REGISTRATION AVAILABLE AT:**

Company Name: \_\_\_\_\_

Representative(s): \_\_\_\_\_

Products/Services: \_\_\_\_\_

Address: \_\_\_\_\_

City, State & Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

1 8 ft. Tabletop Booth Display - \_\_\_\_\$900.00 or Double booth space \_\_\_\_\$1,200.00  
Vendor Passport-\_\_\_\_\$100.00  
1 Extra Table - \_\_\_\_\$100.00  
110 V Electrical Hook up- \_\_\_\_\$100.00 (Day of event \$150.00)

**Door Prize: \_\_\_\_ Yes \_\_\_\_ No**

(Drawings will be held during the Reception)

**SPONSORSHIP LEVEL: (This is additional to booth space)**

Gold: \_\_\_\_\$2000 Silver: \_\_\_\_\$1500  
Bronze: \_\_\_\_\$1000

**I'm a Preferred Vendor- Previously Paid in Full: \_\_\_\_\_**

**TOTAL AMOUNT INCLUDING SPONSORSHIP: \_\_\_\_\_**  
**(Booth space is in addition to sponsorship fees)**

Check Number: \_\_\_\_\_ or Credit card Type: \_\_\_\_\_

CC Number: \_\_\_\_\_

Exp. Date: \_\_\_\_\_ Name on Card: \_\_\_\_\_

Please mail the Exhibitor Registration by **APRIL 5<sup>TH</sup>** to the following address:  
Illinois Sheriffs' Association, 3050 Montvale Drive, Springfield, IL 62704  
or Email: **Teri@ilsheriff.org**

**HOTEL RESERVATIONS:**

**YOU MUST MAKE YOUR OWN HOTEL RESERVATIONS ONLINE OR BY  
CALLING THE HOTEL DIRECT 309-694-0200 Group Code:**



## 2024 ISA CHIEF DEPUTY/JAIL ADMINISTRATOR AGENDA

<b>April 24<sup>th</sup></b>	10:30a.m.-2:00p.m.	Registration Open (Conference Center)
River E	Noon	Opening Luncheon
	1:00 -4:00 p.m.	<b>Joint Training: TBD</b>
	4:00 p.m.	Hospitality Room Opens: Grandview Room in the hotel- lobby level.
	6:00 p.m.	BAGS TOURNEY on the patio outside the hospitality room- weather permitting.
	6:00 p.m.	Shrimp & Crawfish Boil and Mission BBQ Feast- Hospitality room and outside patio
<b>April 25<sup>th</sup></b>	7:30a.m.	Registration Opens
River A		<b>JAIL ADMINISTRATORS TRAINING:</b> (Working lunch served at Noon) 8:30 a.m.- 1:30 p.m. <b>I've Been Sued, Now What?</b>
River B		<b>CHIEF DEPUTY TRAINING:</b> (Working lunch served at Noon) 8:30 a.m.-1:30 p.m. <b>Sexual Assault Investigations/Victim Impact: Sheriff Nick Manns, Jersey County and Tracy- survivor.</b>
River E-J	2:00-6:00 p.m.	Exhibit Hall is Open
	4:00 p.m.	Reception and Hors D'oeuvres in Exhibit Hall
	6:00 p.m.	Hospitality room opens (Dinner on your own)
<b>April 26<sup>th</sup></b>	River A-D	8:30-10:30 a.m. <b>Joint Training: Highland Park Incident, Deputy Chief Christopher Covelli, Lake County Sheriff's Office</b>