



Officer Development Conference

# ODC 2025

July 14-17, 2025 | Columbus

## Exciting Updates for ODC 2025: Vendor Registration Now Open!

We are thrilled to announce the rebranding of our **ODC 2025 Conference**, and we are even more excited to introduce our **new online vendor registration system**. This streamlined format will allow you to make your selections quickly and easily. Plus, with the ability to enter your own credit card information, we're providing an added layer of security for your payment.

### Vendor Registration Opens on Wednesday, January 8, 2025!

Be ready to register early and secure your spot for this year's conference. **Please note:** Vendor spaces will not be secured until payment is completed. We encourage you to register as soon as possible to guarantee your place.

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## New Conference Email for Your Convenience

To better serve you and address any questions you may have about the conference, we've set up a dedicated email address:

**[conference@ohiofirechiefs.org](mailto:conference@ohiofirechiefs.org)**

Feel free to reach out to us with any inquiries – we're happy to assist!

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## Exciting Updates for ODC 2025

- **Sponsorship Opportunities:** Be sure to check out our updated sponsorship packages. We have added several new options that could be of interest to your company and help increase your visibility at the event.
  - **New Conference App:** We're introducing a **new app** this year for both conference attendees and vendors. More details will be shared as we approach the conference, but we're confident it will enhance your experience.
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Officer Development Conference

# ODC 2025

July 14-17, 2025 | Columbus

## Special Vendor Reception – Save the Date!

We're also excited to announce an **Open Reception** for vendors and attendees on **Tuesday, July 15, 2025**, from **3:30 PM – 5:30 PM**. This will be a great opportunity to connect with fellow vendors and attendees, share ideas, and kick off the conference in a relaxed setting. We hope to see you there!

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## Register Early – Spaces Sell Out Fast!

Last year, our vendor spaces sold out quickly, and we anticipate the same this year. **We strongly encourage you to register as soon as possible** to secure your spot at this year's conference. Remember, early bird registration ends on **June 9, 2025**, so be sure to act fast!

We look forward to welcoming you to **ODC 2025** and making this event a memorable and successful experience for you and your company!

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**Best regards,**  
The ODC 2025 Conference Team

**2025 OHIO FIRE CHIEFS' ASSOCIATION, INC. ANNUAL CONFERENCE**  
**EXHIBITOR RULES OF AGREEMENT**

The following rules have been adopted by the Board of Directors  
at the suggestion of the Exhibitor Representatives.

1. All registrations must be sent to the Ohio Fire Chiefs' Association, 450 W. Wilson Bridge Road, Suite 150; Worthington, OH 43085. A check or credit card number, covering the cost as indicated on the application for each space required, must accompany your application. Please return a copy of the enclosed Registration Form with your payment.
  2. Display set up:
    - a. Inside Vendors - Monday, July 14, 1:00 PM – 8:00 PM; Tuesday, July 15, 8:00 AM – 12:00 PM
    - b. Outside Vendors - Monday, July 14, 3:00 PM – 8:00 PM; Tuesday, July 15, 8:00 AM – 12:00 PM
- EXHIBIT SET-UP MUST BE COMPLETED BY 12:00 PM, Tuesday, July 15, 2025.**  
Any exhibitor arriving after 12:00 PM on Tuesday will not be permitted to set up in the display area.
3. **DISPLAYS MUST REMAIN UP UNTIL 2:00 PM ON WEDNESDAY, JULY 16, 2025.**
  4. Display hours:     TUESDAY, JULY 15, 2025 – 1:00 PM – 5:00 PM  
                              WEDNESDAY, JULY 16, 2025 – 10:00 AM – 2:00 PM
  5. The Host group will provide security. Security personnel will be identified.
  6. The Exhibitors' Rules shall be enforced by the Board of Directors of the Association.
  7. On Tuesday, July 15, and Wednesday, July 16, **two** lunch tickets will be provided each day.
  8. Only one company may exhibit for each registration.
  9. A vendor meeting will be held at **8:30 AM on Wednesday, July 16, in Parking Garage**. Each displaying vendor shall select at least one representative from your company to attend this meeting; attendance is optional.
  10. The Exhibitor's property is shown at his own risk and hazard, and neither the Columbus Hilton at Easton management, their representatives, Fire Chiefs' Association of Central Ohio, City of Columbus, their agents thereof, nor the Ohio Fire Chiefs' Association shall assume responsibility for any losses incurred due to accident, fire, theft, flood, lightning, or any other act of God beyond the control of the Columbus Hilton at Easton. The Exhibitor shall assume full liability and shall hold the Columbus Hilton at Easton, Fire Chiefs' Association of Central Ohio, City of

Columbus, and the Ohio Fire Chiefs' Association harmless from any and all claims arising from any act of omission on the part of the Exhibitor, his employees or agents.

11. All Exhibitors, by signing the Registration Form, agree to abide by all rules and decisions of the Vendor Representatives and the Board of Directors of the Ohio Fire Chiefs' Association.
12. All display space will be on a first request by first come, first served basis. If space request is not available, we will assign the nearest available space to your request. All requests will be honored only with **full payment**.
13. The Executive Director and Conference Committee Chair shall be the final judge of any disputes that may arise regarding exhibit display.
14. Any vehicle removed from the display area shall not be permitted to return to the display area.
15. Vehicles will not be permitted in the parking lots for display purposes. All vehicles for display must be within the exhibit area. Any person attempting to display outside the display area will be removed.
16. All personnel working in an exhibit must be registered and must be an employee of that exhibitor or a manufacturer representative of the products being exhibited.
17. Electrical service is available only to inside displays at the hotel fee of \$75.00/outlet.
18. Fees for tables are a separate charge. See the Inside Space Order Form for details.
19. Hospitality rooms shall **NOT** be operated by a vendor or any other organization until after 5:00 PM on Monday, Tuesday, and Wednesday of the Conference.
20. It is the policy of this organization that for a vendor cancellation made up to 30 days in advance of the Annual Conference, a refund of 75 percent of exhibitors fees will be made; for cancellations made from 30 days to seven days in advance of the Annual Conference, 50 percent of the fees will be refunded; and cancellations after seven days of the Annual Conference will receive no refund; and that hardship appeals can be made to the OFCA Board of Directors on a case-by-case basis. If the cancellation is due to a pandemic, you can choose to receive a full refund, or you can choose to roll your registration over to the next year and keep the same location as you have chosen. If registration costs increase and you roll your registration, you will not be charged the increased fee.

# OHIO FIRE CHIEFS' ASSOCIATION

## Annual Conference Registration Form – **INSIDE SPACE**

### July 15 & 16, 2025 - Columbus Hilton at Easton; Columbus, OH

*Please fill out the following completely and clearly.*

Company \_\_\_\_\_ Contact Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_

\_\_\_\_\_ Please use the description from last year's Buyer's Guide.

Print Name of Individual Authorizing Payment \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

All exhibitors, by signing the Registration Form, agree to abide by all rules and decisions of the Exhibit Committee and the Ohio Fire Chiefs' Association Board of Directors as listed on the Exhibitor Rules of Agreement.

***EACH SPACE MUST REPRESENT ONLY ONE COMPANY***

**\*Note: Booth size is 8' x 10'. Tables and Electric must be selected on the Inside Vendor Order Form\***

Inside Space Fee ---- \$900/Space (Before June 9, 2025) \$ \_\_\_\_\_

Tabletop Spaces 114-121 ----\$650/Space (Before June 9, 2025) \$ \_\_\_\_\_

Inside Space Fee ---- \$950/Space (After June 9, 2025) \$ \_\_\_\_\_

Tabletop Spaces 114-121 ----\$700/Space (After June 9, 2025) \$ \_\_\_\_\_

Additional Inside Space ---- \$450 per space \$ \_\_\_\_\_

**REGISTRATIONS:**

*Original space includes 2 meal tickets for Tuesday & Wednesday lunch. See Ticket Purchase form for additional lunch ticket prices.*

NAMES OF INDIVIDUALS 1. \_\_\_\_\_

2. \_\_\_\_\_

Additional Lunch Tickets: \_\_\_\_\_ (Number of Tickets) x \$55.00 \$ \_\_\_\_\_

Non-Member Fee: \$50.00/Exhibitor \$ \_\_\_\_\_

*(Includes discounted Corporate Membership through 9/30/2025)*

**PLUS, TOTAL FROM INSIDE VENDOR ORDER FORM** \$ \_\_\_\_\_

**1<sup>st</sup> Choice: Space #** \_\_\_\_\_

**TOTAL DUE** \$ \_\_\_\_\_

**2<sup>nd</sup> Choice: Space #** \_\_\_\_\_

**3<sup>rd</sup> Choice: Space #** \_\_\_\_\_

**Make checks payable to:**  
Ohio Fire Chiefs' Association  
450 W. Wilson Bridge Road, Suite 150  
Worthington, Ohio 43085

Credit Card information can be provided on the Credit Card Information Form provided in the Vendor packet.

**FOR OFCA USE ONLY:**

**SPACE # ASSIGNED** \_\_\_\_\_ **Received:** \_\_\_\_\_

**Paid:** \_\_\_\_\_

**Set Up Time – See Vendor Agreement**

**OHIO FIRE CHIEFS' ASSOCIATION  
INSIDE VENDOR ORDER FORM**

**July 15 & 16, 2025 - Columbus Hilton at Easton; Columbus, OH**

**COMPANY NAME:** \_\_\_\_\_

**PLEASE BE SURE TO ORDER THE CORRECT NUMBER OF TABLES, AS  
THERE WILL NOT BE EXTRA RENTAL TABLES AVAILABLE ON-SITE.**

**TABLE FEE:**

\_\_\_\_\_ 8' x 30" Table with Skirting x \$70.00                      \$ \_\_\_\_\_

\_\_\_\_\_ 6' x 30" Table with Skirting x \$60.00                      \$ \_\_\_\_\_

**ELECTRICAL OUTLET:**

\_\_\_\_\_ **YES** ---- HOTEL OUTLET FEE OF \$75.00                      \$ \_\_\_\_\_

\_\_\_\_\_ **NO**

**INTERNET ACCESS:**

\_\_\_\_\_ **YES** ---- HOTEL FEE OF \$70.00                                      \$ \_\_\_\_\_

\_\_\_\_\_ **NO**

**TOTAL \$** \_\_\_\_\_

**TWO CHAIRS PER VENDOR SPACE ARE INCLUDED FOR FREE**



## 2025 Vendor Registration Credit Card Information Form

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

Card Number: \_\_\_\_\_

Type: Visa \_\_\_\_ Mastercard \_\_\_\_ Discover \_\_\_\_

**\*\*PLEASE NOTE: WE DO NOT ACCEPT AMEX\*\***

Expiration Date: \_\_\_\_\_

3-Digit Security Code: \_\_\_\_\_

Zip Code Associated with Card: \_\_\_\_\_

Amount: \$ \_\_\_\_\_

Signature: \_\_\_\_\_

**2025 Ohio Fire Chiefs' Association Annual Conference  
July 14-17, 2025**

***Sponsorship Opportunities***

As a sponsor of the Ohio Fire Chiefs' Association's 2025 Annual Conference, you receive great exposure for your company!

**ONE-ALARM SPONSOR - \$250**

- Name listed on signage at *one* Conference event
- Name on in-house listing in Buyers Guide
- Name on list of Sponsors displayed at Registration
- Name on in-house listing in *InCommand* Magazine

**TWO-ALARM SPONSOR - \$350**

- All One-Alarm Sponsor marketing included and
- Name listed on signage at *two* Conference events

**THREE-ALARM SPONSOR - \$500**

- All One-Alarm Sponsor marketing included and
- Name listed on signage at *three* Conference events

**FOUR-ALARM SPONSOR - \$750**

- All One-Alarm marketing included and
- Name listed on signage at *four* Conference events

**HOSPITALITY SUITE - \$100; \$500; \$750; \$1,000**

- Name on signage in Hospitality Suite

**PRESIDENTIAL SPONSOR - \$1,000**

- Sponsorship of the President's Banquet
  - Name listed on signage at *six* Conference events
  - Name on in-house listing in Buyers Guide
  - Name on list of Sponsors displayed at Registration
  - Name and logo on in-house listing in *InCommand* Magazine
- \*Please email your JPEG logo to [info@ohiofirechiefs.org](mailto:info@ohiofirechiefs.org)*

**VIP SPONSOR - \$2,500**

- All Presidential Sponsor marketing included and
- Name listed on signage at *seven* Conference events
- Name on signage in Hospitality Suite

**GOLD SPONSOR - \$5,000**

- All VIP Sponsor marketing included and
- Name listed on signage at *all* Conference events

**PLATINUM SPONSOR - \$10,000**

- All Gold Sponsor marketing included and
  - Logo in Conference App
- \*Please email your JPEG logo to [info@ohiofirechiefs.org](mailto:info@ohiofirechiefs.org)*

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**OFCA 2025 ANNUAL CONFERENCE SPONSORSHIP FORM**

\_\_\_ One-Alarm Sponsor (\$250)                      \_\_\_ Two-Alarm Sponsor (\$350)                      \_\_\_ Three-Alarm Sponsor (\$500)  
\_\_\_ Four-Alarm Sponsor (\$750)                      \_\_\_ Presidential Sponsor (\$1,000)                      \_\_\_ VIP Sponsor (\$2,500)  
\_\_\_ Gold Sponsor (\$5,000)                      \_\_\_ Platinum Sponsor (\$10,000)                      \_\_\_ Hospitality Suite Sponsor \$\_\_\_\_\_

COMPANY NAME \_\_\_\_\_ CONTACT PERSON \_\_\_\_\_

ADDRESS \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_

SIGNATURE AUTHORIZING PAYMENT \_\_\_\_\_

AMOUNT DUE \_\_\_\_\_

\* No Sponsorship forms will be processed without payment

\* Return this form no later than **June 20, 2025** to be included in the Buyer's Guide

\* Make checks payable to: Ohio Fire Chiefs Association; 450 W. Wilson Bridge Road, Suite 150; Worthington, Ohio 43085

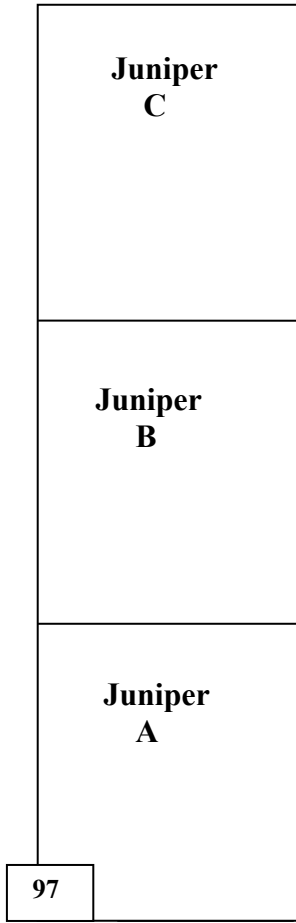
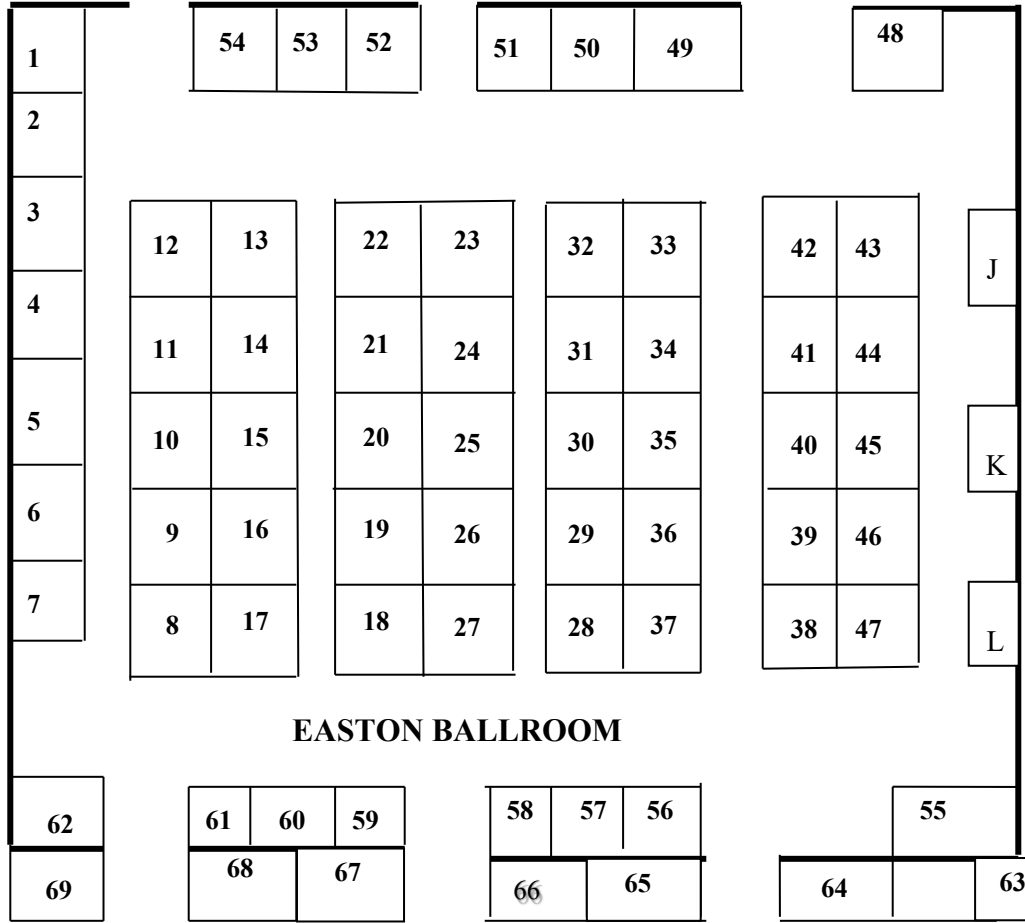
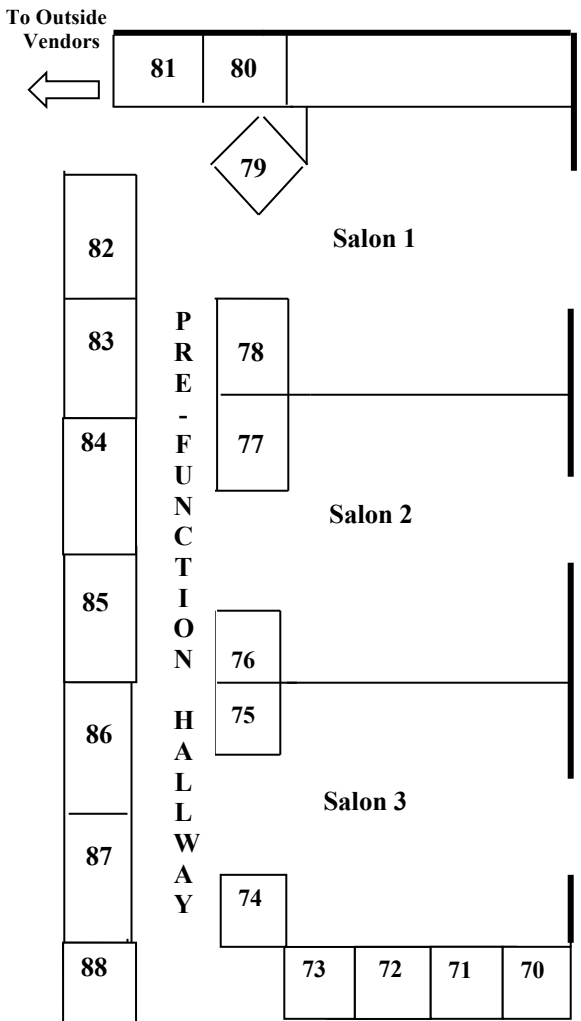
**FOR OFCA USE ONLY:**

Received: \_\_\_\_\_ Paid: \_\_\_\_\_



# HILTON AT EASTON INSIDE VENDOR MAP PAGE 1

All Booth Spaces are 8' x 10'

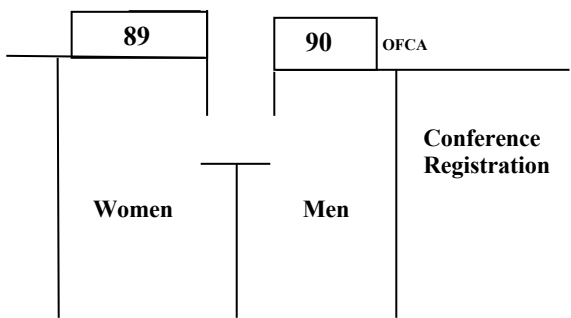


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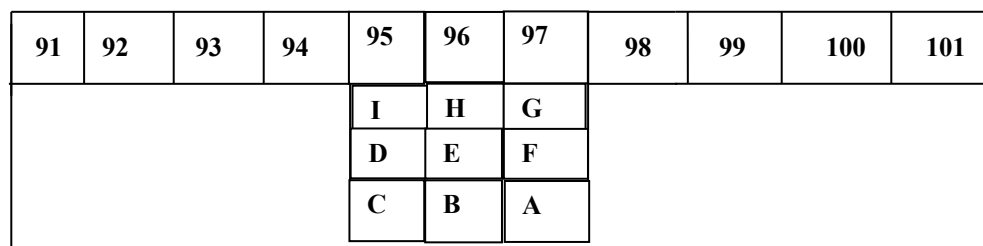
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To Outside Vendors  
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To Hotel Lobby & Spaces 102 - 121  
→



To Outside Vendors  
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To Outside Vendors  
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# HILTON AT EASTON INSIDE VENDOR MAP PAGE 2

Booth Spaces 63-64 and 98 - 113 are 8' x 10' for \$900

Booth Spaces 114-121 are Table Top for \$650

