

November 14, 2018

Dear Prospective Vendors,

The Virginia Association of Regional Jails (VARJ) will be having their 21st Annual Training Conference Tuesday, April 16th through Thursday, April 18th 2019, at the luxurious Founder’s Inn and Spa at 5641 Indian River Road in Virginia Beach, Virginia. We have made adjustments to the training classes and break sessions to allow vendors more time and hopefully exposure to the attendees. Vendors who register to display a booth may begin setting up in the designated areas from 12:30pm to 4:45pm on Tuesday, April 16th. Vendors may not share booths or displays. If a vendor needs electricity or has other special requests they need to indicate their needs on the provided form. Booth registration is $750 and includes two registrations and recognition in the VARJ Conference brochure. Contributions of $2,600 or more towards one of the special events includes your booth registration fee.

Enclosed you will find a conference schedule along with an exhibitor registration form. The times and dates are confirmed at this beautiful venue. Guests will enjoy the intimate hospitality of a country inn, outstanding recreational amenities as well as technologically superior conference space. Door prizes will be given out Wednesday at 12:30pm.

The Virginia Association of Regional Jails looks forward to the input of all of its members for the mutual improvement and benefit to our system of public safety. The annual training conference is the ideal place to exchange information and knowledge that already exists between departments, vendors and detention professionals. With your assistance, we can make this a more successful and informative conference for Virginia Detention Professionals.

If you have any questions, please contact Marissa Dickens at (757) 942-0527 or [dickensm@wtrj.org](mailto:dickensm@wtrj.org) for further information. We hope you will share this information with your staff. We are sure this conference will be productive and enjoyable for everyone. Thank you for your consideration and we look forward to seeing you in April.

Sincerely,

*William C. Smith*

William C. Smith

Superintendent

President

Virginia Association of Regional Jails