

# *Does Your Company Do Business with Oklahoma Counties? Are You Looking to Expand Those Opportunities?*

Through ACCO's membership program, we offer you as a vendor a high contact, low cost approach for face to face opportunity for product, knowledge and demonstration.

Our membership levels are created to afford you an opportunity to meet our 231 elected Commissioners who serve as the executive board of every county within the State of Oklahoma. ACCO provides companies the chance of networking with our conferences throughout the year, along with constant efforts to upgrade and utilize electronic media for showcasing your company and products. Your involvement is essential in assisting our counties in product information and services, as well as serving as an advocate for infrastructure needs within the counties.

Enclosed you will find the renewal membership packet and advertisement options for calendar year 2022. Please take note of our deadline dates.

If you have any questions regarding membership, feel free to contact:

**Felicity Johnson**

Event/Meeting Planner

405-516-5317

info@okacco.com

**Amanda Beadnell**

Membership Coordinator

405-524-3200

info@okacco.com

The Association of  
County Commissioners of  
**OKLAHOMA**  
Serving the 77 Counties of Oklahoma  
— Since 1981 —

# ACCO 2022 Membership Program

## **Corporate Affiliate Member: Dues are \$500.00 per year**

- Company name listed in the ACCO Directory
- (4) Directories
- Additional directories at a reduced cost of \$20 each
- Receive ACCO newsletter 3 times a year
- Pre-conference attendee list
- Invitation & option to exhibit at all (3) annual conferences
- Listed on the ACCO website member directory

## **Executive Affiliate Member: Dues are \$1,500.00 per year**

- Company name listed in the ACCO Directory
- (6) Directories
- Additional directories at a reduced cost of \$15 each
- Receive ACCO newsletter 3 times a year
- Invitation & option to exhibit at all (3) annual conferences
- Listed on the ACCO website member directory
- \*\*1/4 page color ad in the directory
- \*\*Conference notification and packet one week prior to Executive Members
- \*\*Business card sized ad in our 3 pre-conference newsletters
- \*\*Signage displayed at each conference signifying Corporate Member
- \*\*Special advertising designation as an Executive Member on ACCO website
- \*\*Mailing labels for commissioners (one time per year)
- \*\*Post conference attendee list
- \*\*Company promotion on ACCO's Facebook page

## **Select Affiliate Member: Dues are \$3,500.00 per year**

- \*\*10' booth and 2 registrations, guaranteed at all 3 ACCO conferences
- Company name listed in the ACCO Directory
- Full Page Ad in Directory
- (8) Directories
- Invitation & option to exhibit at all (3) annual conferences
- Listed on the ACCO website member directory
- Additional directories at a reduced cost of \$10 each
- Receive ACCO newsletter 3 times a year
- \*\*First to receive conference packets
- \*\*Double business card sized ad in our 3 pre-conference newsletters
- \*\*Signage displayed at each conference signifying Select Membership
- \*\*Special advertising as a Select Member on ACCO website homepage with a link to your company's website
- \*\*Mailing labels for commissioners (3 times per year with conference packets)
- \*\*Pre & Post conference attendee lists
- \*\*Company logo placement in the conference agenda for all (3) conferences
- \*\*Company promotion on ACCO's Facebook page

# ACCO 2022 Membership Application

If paying by credit card, please visit our website at [www.okacco.com](http://www.okacco.com) and select the button that says "Member Pay" located on our home page. From there you can fill out your application, upload forms, and enter credit card information all in one place! Please note, due to printing deadlines, all participating vendors must have payments and ads in no later than **December 3, 2021**.

**Note: You must sign and email or mail back the Code of Ethics and Exhibitor Release of Liability forms to ensure membership and participation in ACCO sponsored events.**

Paying by check? Please fill out this application and mail with check and signed forms to the following:

ACCO, Attn: **Felicity Johnson**  
 429 NE 50th Street 3rd Floor, Oklahoma City, OK 73105  
 email: [info@okacco.com](mailto:info@okacco.com)

Corporate - \$500.00     Executive - \$1,500.00     Select - \$3,500.00

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

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

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

(This is the address that directories and conference packets will be mailed.)

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

Phone \_\_\_\_\_ Toll Free \_\_\_\_\_

Fax \_\_\_\_\_ Website \_\_\_\_\_

Email Address \_\_\_\_\_

Email Address \_\_\_\_\_

(List all the emails you would like to receive important conference updates and vendor news. No limit on how many emails can be listed)

Type of Company \_\_\_\_\_

(ex: John Deere Equipment, Asphalt, Engineering, Banking, etc) Please limit to a few words.

## Directory Information

List **EXACTLY** how you want your company information published in the directory.  
 Companies are limited to no more than (2) locations

Primary Location	
Address	_____
City, State, Zip	_____
Phone	_____
Fax	_____
Toll Free	_____
Website	_____

Secondary Location	
Address	_____
City, State, Zip	_____
Phone	_____
Fax	_____
Toll Free	_____
Website	_____

### Additional Directory Pre - Order

Corporate - \$20/each    Executive- \$15/each    Select - \$10/each

Membership Cost \$ \_\_\_\_\_

Vendor Video Spotlight Package \$ \_\_\_\_\_

Number of Additional Directories \_\_\_\_\_ \$ \_\_\_\_\_

Advertising Total From Page 2 \$ \_\_\_\_\_

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

# ACCO 2022 Membership Application

## Advertising Options & Prices

### Corporate Member

<b>Directory Ads</b>	
1/4 Page (4.5" x 1.625")	\$350.00
1/2 Page (4.5" x 3.5")	\$525.00
Full Page (4.5" x 7.5")	\$750.00
<b>Newsletter Ads</b> (Ads run 3 times per year in full color)	
Business Card (3.5" x 2")	\$200.00
Double Business Card (3.5" x 4")	\$400.00

### Executive Member

<b>Directory Ads</b>	
1/4 Page (4.5" x 1.625")	Included
1/2 Page (4.5" x 3.5")	\$175.00
Full Page (4.5" x 7.5")	\$400.00
<b>Newsletter Ads</b> (Ads run 3 times per year in full color)	
Business Card (3.5" x 2")	Included
Double Business Card (3.5" x 4")	\$200.00

### Select Member

<b>Directory Ads</b>	
Full Page (4.5" x 7.5")	Included
<b>Newsletter Ads</b> (Ads run 3 times per year in full color)	
Double Business Card (3.5" x 4")	Included
<b>Conference Agenda &amp; Website</b>	
Company Logo	Included

Ads will need to be in high resolution (minimum 300 DPI); preferred formats are JPEG, PDF, PSD, AI, or EPS.

Please include Company Name, Ad Size and Year in your File Name.

Ads must be submitted in the correct size and design, or they will be returned.

**All ads need to be emailed to CJ Cook at ads@okacco.com.**

**Final ads for Directory and Newsletter Publications are due no later than December 3rd, 2021.** We are on a very strict printing schedule so all dues and ads will need to be submitted and paid in full to have guaranteed placement in the new ACCO directory. **If you have any questions regarding ad publication, feel free to contact CJ by email at cjc@okacco.com or phone at 405-516-5308.**

**DUE TO PRINTING DEADLINES, ALL PARTICIPATING VENDORS MUST HAVE PAYMENTS AND AD IN NO LATER THAN DECEMBER 3<sup>rd</sup>. VENDORS, PLEASE UNDERSTAND THIS IS AN ABSOLUTE DEADLINE. THANK YOU.**

\_\_\_\_\_ Yes, we would like to advertise in the directory \$ \_\_\_\_\_  
     \_\_\_\_\_ 1/4 page  
     \_\_\_\_\_ 1/2 page  
     \_\_\_\_\_ Full page

\_\_\_\_\_ Yes, we would like to advertise in the newsletters \$ \_\_\_\_\_  
     \_\_\_\_\_ Business Card  
     \_\_\_\_\_ Double Business Card

If paying by credit card, please visit our website at [www.okacco.com](http://www.okacco.com) and select the button that says "Member Pay" located on our home page. From there you can fill out your application, upload forms, and enter credit card information all in one place!

Paying by check? Please fill out this application and mail with your check to the following:

ACCO, Attn: Felicity Johnson  
 429 NE 50th Street 3rd Floor, Oklahoma City, OK 73105  
 email: [info@okacco.com](mailto:info@okacco.com)

## 2022 Membership Code of Ethics

This must be signed and returned to ensure membership and participation in ACCO sponsored events.  
Please email a signed Code of Ethics to [info@okacco.com](mailto:info@okacco.com) or mail to ACCO, Attn: Felicity Johnson 429 NE 50<sup>th</sup> Street, Oklahoma City, OK 73105

ACCO is committed to making your Vendor Affiliate Membership a positive experience for you to communicate with the Commissioners and Elected Officials. You, as a Vendor Affiliate, agree to abide by the Code of Ethics as set forth. This Code of Ethical Conduct was created and designed to ensure all interactions between all parties generate successful relationships that benefit the following mentioned entities: The Association, Commissioners, Counties, Vendor Members, and ACCO Staff.

### Positive:

- \* We encourage everyone to treat each other with mutual respect
- \* We welcome suggestions and ideas
- \* Appreciation for the participation and sponsorships

### Keep It Legal (Including but not limited to):

- \* The Association does NOT allow any illegal activities

### Consideration (Including but not limited to):

- \* The Association will not tolerate disruptive behavior from anyone at an Association sponsored event
- \* Inappropriate activities or language against others
- \* Intentional acts of defacement, misconduct, or misrepresentation

### Responsibility (Including but not limited to):

- \* You, as a Vendor Member, are liable and responsible for all persons employed and action on behalf of your company
- \* Responsibility of actions by any person employed by that company be it verbal or physical will be liable; In the event action should need to take place to rectify the situation, the Association Executive Director will issue repercussions for behavior unbecoming or will discuss the offense with the Executive Board and then issue action in relation to the problem at hand.
- \* We, the Association, reserve the right to remove any company for our Vendor membership due to undesirable actions or behavior as a company or as a result of anyone of present employment by your company at the time of an incident.
- \* We, the Association, also reserve the right to request a conference with Executives or Owners from any vendor member company to discuss issues that are a direct result of negative behavior, conduct or incidents from a vendor affiliate employee's actions.

Signature of Representative: \_\_\_\_\_ Date: \_\_\_\_\_

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

# 2022 Exhibitor Release of Liability Form and Outside Equipment Indemnity and Hold Harmless Agreement

**Must be signed and returned to participate in 2022 ACCO Conferences**

Please email a signed form to [info@okacco.com](mailto:info@okacco.com) or mail to ACCO, Attn: Felicity Johnson 429 NE 50<sup>th</sup> Street, Oklahoma City, OK 73105

\_\_\_\_\_ (herein "exhibitor")

Company name

Shall be fully responsible to pay for any and all damages to property owned by the Embassy Suites (herein "hotel"), its owners or managers which results from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless the Hotel and each of its respective affiliates and their officers, directors, partners, agents, members, managers and employees (collectively, the "Hotel indemnified parties") from and against any and all demands, claims damages to persons or property, losses and liabilities, including responsible attorneys' fees (collectively "Claims") arising out of or caused by the Exhibitors or its members: agent's, employees, independents contractors negligence in connection with use of Hotel property, except to the extent and percentage attributable to the negligence of the Hotel indemnified parties.

Exhibitor's liability shall include all losses, costs, damages or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of Exhibitor's occupancy and/or use of the exhibition premises, the Hotel or any part thereof. The Exhibitor understand that the Hotel does not maintain insurance covering the Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain such insurance.

The Vendor agrees that it will fully indemnify, hold harmless and defend the Association of County Commissioners of Oklahoma ("ACCO") and its insurer, from any and all liability for claims (including contribution or indemnification claims) and/or lawsuits by anyone resulting from or relating to the Vendor's delivery, demonstration and/or use (in any manner) of road equipment, tractors, graders, semis, trailers, etc. (i.e., any type of equipment the Vendor can possibly bring to an ACCO conference) at any ACCO conference. This indemnity and hold harmless agreement include claims of any type, including claims for bodily injury and property damage. Simply stated, the Vendor is solely responsible for any damage and/or claims that arise from its use of equipment (of any kind) at any ACCO conference

Company Representative \_\_\_\_\_

Print

\_\_\_\_\_  
Signature

Company \_\_\_\_\_ Date \_\_\_\_\_