



PROSPECTUS FOR EXHIBITORS & SPONSORS

# INVOLVE25

8<sup>th</sup> ANNUAL

# VIRGINIA NATIONAL GUARD CONFERENCE

THURSDAY – SUNDAY

April 24-27, 2025

Founder's Inn and Spa,  
A Tapestry Hotel by Hilton

5641 Indian River Road

VIRGINIA BEACH, VIRGINIA 23464



# ASSOCIATIONS PRESENT



The **Virginia National Guard Management Group** provides centralized professional administrative assistance to the Virginia National Guard Association, Virginia Army/Air National Guard Enlisted Association, The Virginia National Guard Foundation, and the Virginia National Guard Historical Foundation. This is the 8th Annual Conference of the VNGMG. The VNGMG is a IRS recognized 501(c)(3) tax exempt non-profit organization.

<https://vngmg.org>



The **Virginia National Guard Association** garners support for the Virginia National Guard's role in state and national security and improves its members' quality of life. Represents over 1,300 officers in the Virginia Army and Air National Guard. This is the 65<sup>th</sup> Annual Conference of the VNGA. The VNGA is a IRS recognized 501(c)(19) tax exempt non-profit veterans service organization.

<https://vnga.us>



The **Virginia National Guard Enlisted Association** enhances the prestige, morale and well-being of the enlisted (former, current and retired) members of the Virginia Army and Air National Guard. This is the 51<sup>st</sup> Annual Conference of the VNGEA. The VNGEA is an IRS recognized 501(c)(19) tax exempt non-profit veterans service organization representing the approximate 6,400 Enlisted drilling members and over 12,500 Veterans and Retirees of the Virginia National Guard.

<https://vngea.org>



The **Virginia National Guard Historical Foundation** provides guidance, financial oversight and leadership supporting the creation of a Virginia National Guard Museum, professional development and historical static displays at facilities. The VNGHF is a IRS recognized 501(c)(3) tax exempt non-profit organization.

<https://vanghf.org>



The **Virginia National Guard Foundation** provides emergency financial assistance in the form of grants to Virginia National Guard service members, employees, and their families in order to enhance their health, safety, well-being, and welfare. The VNGF is a IRS recognized 501(c)(3) tax exempt non-profit organization.

<https://vngf.org>



# PROSPECTUS FOR EXHIBITORS & SPONSORS

## About the Conference

The Annual Conference brings together over **200** leaders of the Virginia Army and Air National Guard. Imagine your organization among them as you take part in THE Virginia National Guard event of the year! This highly anticipated conference allows members to gather and vote on top legislative priorities for the Virginia National Guard Association and the Virginia National Guard Enlisted Association, share information and celebrate the camaraderie of being members of the oldest Military Force in the United States: the Virginia National Guard

The conference is a four-day event packed with keynote speakers, special events and access to one of the largest defense industry trade shows in Virginia. The weekend includes a golf tournament, a motorcycle ride, exhibit hall, Professional Development, business sessions, our Military Ball, and a Memorial Service.

## Conference Attendance

Attendees include:

- Soldiers and Airmen representing the eight major subordinate commands of the Virginia Army and Air National Guard. Including 100 drilling Guard members for Professional Development
- Virginia National Guard leadership.
- Representation from the Virginia National Guard Historical Foundation, the Virginia Defense Force and the Virginia Department of Military Affairs.

## Who Should Exhibit

As an exhibitor you will have unparalleled access to an audience of top Virginia Army and Air National Guard decision-makers, many of whom will be looking for products, services and solutions in the following categories:

- Counter Terrorism / Homeland Defense
- Chemical, Biological, Radiological, Nuclear and high-yield Explosives Defense
- Emergency Preparedness and Security Equipment
- Aviation Equipment and Services
- Facilities, Installations and Real Property Maintenance, Equipment and Construction
- IT, Communications and Satellite
- Medical Triage and Stabilization
- Tactical Military Fieldcraft
- Land Warfare Simulations
- Higher Education
- Distance Learning and Virtual Training / Exercises
- Event Management
- Food and Beverage
- Lodging and Hospitality
- Health, Welfare, Wellness, Safety, Physical Fitness, Recreation and Sports
- Financial Services

Virginia National Guard  
Management Group  
8th Annual Conference

Founder's Inn and Spa | Virginia Beach, Virginia

Conference Dates: April 24-27, 2025

[vngmg.org/conference](http://vngmg.org/conference)



# Proposed Schedule of Events

## Thursday, April 24th

3:00 p.m. – 6:00 p.m.	Conference Operations Center	Founder's Inn
7:00 p.m. – 10:00 p.m.	Hospitality Room	TBD

## Friday, April 25th

08:00 a.m. – 2:00 p.m.	Golf Outing at Aeropines Golf Course	Oceana NAS
9:00 a.m. – 1:00 p.m.	Motorcycle Ride	Route by Ride CPT
1:00 p.m. – 6:30 p.m.	Conference Check-In and Registration	Founder's Inn - TBD
2:00 p.m. – 5:00 p.m.	Exhibitor Arrival and Exhibit Set-Up	Founder's Inn - TBD
5:00 p.m. – 6:30 p.m.	Welcome Reception and Exhibit Hall	
6:30 p.m. – 8:00 p.m.	Buffet Dinner and Exhibits	Founder's Inn - TBD
8:00 p.m. – 10:30 p.m.	Social Event (Ticketed Event)	TBD
8:30 p.m. – 12:00 a.m.	Hospitality Suites	Founder's Inn - TBD

## Saturday, April 26th

7:00 a.m. – 8:30 a.m.	Registration	Founder's Inn - TBD
7:45 a.m. – 8:30 a.m.	Breakfast Buffet (ticketed event)	Founder's Inn - TBD
7:45 a.m. – 2:00 p.m.	Exhibits	Founder's Inn - TBD
8:00 a.m. – 11:30 a.m.	Professional Development Session #1	Founder's Inn - TBD
8:30 a.m. – 2:00 p.m.	VNGEA Auxiliary Silent Auction	Founder's Inn - TBD
11:30 a.m. – 1:30 p.m.	VNGA Annual Business Meeting, con't	Founder's Inn - TBD
11:30 a.m. – 1:30 p.m.	VNGEA Annual Business Meeting, con't	Founder's Inn - TBD
11:30 a.m. – 1:30 p.m.	VNGEA Auxiliary Annual Business Meeting	Founder's Inn - TBD
11:00 a.m. – 2:00 p.m.	Lunch and Exhibits	Founder's Inn - TBD
1:00 p.m. – 5:00 p.m.	Professional Development Session 2	Founder's Inn - TBD
6:00 p.m. – 7:00 p.m.	Military Ball Check-In	Founder's Inn - TBD
6:00 p.m. – 7:00 p.m.	Cocktail Hour and Reception	Founder's Inn - TBD
7:00 p.m. – 8:30 p.m.	8th Annual Military Ball of the Va. National Guard	Founder's Inn - TBD
8:30 p.m. – 12:00 a.m.	Hospitality Suites	Founder's Inn - TBD

## Sunday, April 27th

8:00 a.m. – 9:00 a.m.	Continental Breakfast (ticketed event)	Founder's Inn - TBD
9:00 a.m. – 10:00 a.m.	Memorial Service	Founder's Inn - TBD

The above schedule of events is subject to change of time and location

# Exhibitor Information

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## Platinum Access

**\$2,500**

- ✓ Named event at the annual conference
- ✓ Recognition on all VNGMG supported organization's websites until the next year's conference
- ✓ **Four** conference and Military Ball registrations
- ✓ **Four** golf tournament registrations
- ✓ **Two** exhibit spaces during the conference
- ✓ Company logo on all conference signage and material
- ✓ Distribution of materials in conference registration bags
- ✓ **Full-page** 8 x 10" advertisement in the conference program
- ✓ **Two** invitations to the annual Legislative Reception at the Library of Virginia in Richmond, Va.

## Gold Access

**\$2,000**

- ✓ Named event at the annual conference
- ✓ Recognition on all VNGMG supported organization's websites until the next year's conference
- ✓ **Two** conference and Military Ball registrations
- ✓ **Two** golf tournament registrations
- ✓ **Two** exhibit spaces during the conference
- ✓ **Half-page** 8 x 5" advertisement in the conference program

\* Platinum and Gold Access Exhibitors are invited to join key leaders of the Virginia National Guard at a complementary pre-conference dinner. This dinner is our way of thanking our exhibitors and sponsors for their support of the Virginia National Guard.

# Exhibitor Information

## Silver Access

\$1,500

- ✓ **Two** conference and Military Ball registrations
- ✓ **One** exhibit spaces during the conference
- ✓ **Quarter-page** 4 x 5" advertisement in the conference program

## Bronze Access

\$1,000

- ✓ **Two** conference and Military Ball registrations
- ✓ **One** exhibit spaces during the conference
- ✓ **Acknowledgement** in the conference program

## Veteran Service Organization \* \*

\$500

- ✓ **Two** conference registrations
- ✓ **One** exhibit spaces during the conference
- ✓ **Acknowledgement** in the conference program

\* \* Federally-recognized Veterans Service Organizations may exhibit to provide services and information regarding their VSO activities at a reduced rate. VSO include, but are not limited to: 116th Infantry Regiment Foundation, 29<sup>th</sup> Infantry Division Association, Veterans of Foreign Wars, American Legion, etc.

## Virginia National Guard Program \* \* \*

\$0

- ✓ **Two** conference registrations
- ✓ **One** exhibit spaces during the conference

\* \* \* Existing programs within the Virginia National Guard may exhibit to provide services and awareness to conference attendees. Programs include, but are not limited to: Family Programs, Youth Programs, Commonwealth ChalleNGe, Starbase, etc.



# Sponsorship Opportunities



## Welcome Reception Sponsor

\$5,000

- ✓ One sponsor opportunity available.
- ✓ Sign(s) with your logo, name prominently displayed at the dinner.
- ✓ **5-min.** presentation during the reception.
- ✓ Business or organization name printed in the program
- ✓ Upgraded **access** benefits (e.g. **Bronze** to **Silver**, **Gold** to **Silver**, etc.)



## Friday Night Social Sponsor

\$5,000

- ✓ One sponsor opportunity available.
- ✓ Sign(s) with your logo, name prominently displayed at the event.
- ✓ **5-min.** presentation during the event.
- ✓ Business or organization name printed in the program
- ✓ Upgraded **access** benefits (e.g. **Bronze** to **Silver**, **Gold** to **Silver**, etc.)



## Golf Tournament Sponsor

\$1,000

- ✓ **Ten** golf tournament sponsor opportunities available.
- ✓ **Two** golf tournament registrations
- ✓ Sign(s) with your logo, name prominently displayed at event
- ✓ **Acknowledgement** in the conference program



## Motorcycle Ride Sponsor

\$500

- ✓ **Two** motorcycle sponsor opportunities available.
- ✓ **Two** motorcycle ride tickets
- ✓ **Acknowledgement** in the conference program



# Sponsorship Opportunities

## Military Ball Presenting Sponsor

\$10,000

- ✓ One presenting sponsor opportunity available.
- ✓ Business or organization name and/or logo listed as “presented by” on **all** military ball signage and introductory messages.
- ✓ **7-min.** presentation during the military ball.
- ✓ Business or organization name and/or logo printing on military ball favor or gift
- ✓ Business or organization name and/or logo and webpage link emblazoned on all Conference Web Advertisements
- ✓ **Platinum** Access Exhibitor Benefits

## Mil. Ball Dessert Sponsor

\$5,000

- ✓ One dessert sponsor opportunity available.
- ✓ Business or organization name and/or logo and webpage link emblazoned on all Conference Web Advertisements
- ✓ Upgraded **access** benefits (e.g. **Bronze** to **Silver**, **Gold** to **Silver**, etc.)

## Mil. Ball Photo Booth Sponsor

\$2,500

- ✓ One sponsor opportunity available.
- ✓ Signage with your information prominently displayed.
- ✓ Business or organization name printed in the Military Ball Program
- ✓ Upgraded access benefits (e.g. **Bronze** to **Silver**, **Gold** to **Silver**, etc.)

## Mil. Ball Refreshment Bar Sponsor

\$2,000

- ✓ **Four refreshments bar** sponsor opportunities available.
- ✓ Signage with you information prominently displayed
- ✓ Business or organization name printed in the schedule-at-a-glance.
- ✓ Upgraded access benefits (e.g. **Bronze** to **Silver**, **Gold** to **Silver**, etc.)





# Sponsorship Opportunities

## Mil. Ball Hospitality Suite Sponsor

**\$1,500**

- ✓ Three hospitality suite sponsor opportunities available.
- ✓ Signage with you information prominently displayed
- ✓ Business or organization name printed in the military ball program
- ✓ Upgraded access benefits (e.g. **Bronze** to **Silver**, **Gold** to **Silver**, etc.)

## Mil. Ball Dinner Table Sponsor

**\$1,000**

- ✓ Ten dinner table sponsor opportunities available.
- ✓ Signage with you information prominently displayed at the table
- ✓ Business or organization name printed in the military ball program
- ✓ Upgraded access benefits (e.g. **Bronze** to **Silver**, **Gold** to **Silver**, etc.)

## Mil. Ball Champagne Toast Sponsor

**\$500**

- ✓ One toast sponsor opportunities available.
- ✓ Business or organization name printed in the military ball program

[vngmg.org/conference](http://vngmg.org/conference)

## All Sponsors and Access Exhibitors receive:



- ✓ Exclusive VNGMG Corporate Sponsor Logo for use on your webpage and promotional materials.
- ✓ Your logo and weblink posted on the VNGMG, VNGA and VNGEA webpages for one year.
- ✓ Access to VNGMG Newsletters for one year.

# Why you should attend?

Your Virginia Guard Soldiers and Airmen are the living embodiment of a true “Citizen Soldier.” However, today’s Guardsmen face many challenges in maintaining both roles. These challenges include mobilization and deployments, military-and-civilian career requirements, family responsibilities and other community obligations. It is impossible for our Guardsmen to do it alone!

Our membership organizations were established to help meet these needs and provide support of the Virginia Army and Air National Guard and their families and foster the role of the Virginia National Guard in our state and national security. Since their inception, the VNGMG, VNGA, VNGEA have carried the torch for Guardsmen.

Once a year on the state and national level, the VNGMG is able to bring together the men and women of the Virginia National Guard, both active and retired. At this annual meeting they are able to conference on issues that affect their daily lives, meet with senior military and civilian leaders and determine what priorities must be addressed during the coming year. This is also the only time that our members may come together to do this.

Your partnership, whether as an exhibitor or as a sponsor, further develops and sustains long-term partnerships between like-minded organizations and Service members of the Virginia National Guard. The program is not intended as a general fundraiser for the associations. Instead the partnership serves as a vehicle for members of the community to contribute directly to our Service members and their families by offsetting the cost it takes to participate in our annual conference and address these key issues.

## How to Exhibit or Sponsor:

1. Online at [vngmg.org/conference](http://vngmg.org/conference)
2. By mail by completing the enclosed form and mailing to the VNGMG.

The VNGMG is an IRS recognized 501(c)(3) nonprofit organization that affords you tax incentives for donating.



Founder's Inn and Spa

Conference Dates: April 24-27, 2025

[vngmg.org/conference](http://vngmg.org/conference)

Virginia Beach, Virginia

## **RULES AND REGULATIONS GOVERNING THE EXHIBIT REGISTRATION**

1. **RESERVATIONS FOR SPACE** will be made in the order in which signed contracts are received. Space will be assigned on a first-come, first served basis. VNGMG reserves the right to relocate display areas for the benefit of the exhibitor and/or the organization. The VNGMG Executive Director will be the POC for space assignments and exhibit hall management.

2. **EXHIBIT RATE, PAYMENT, AND CANCELLATION POLICY:** An exhibit space is priced based on levels of access: Platinum, Gold, Silver or Bronze. Full payment must be received with signed agreement by February 21<sup>st</sup>, 2025. Cancellations received in writing before February 28<sup>th</sup> required, will receive a refund, minus a \$100.00 processing fee. **NO REFUNDS** will be given after that date. Exhibitors registering after the February 21<sup>st</sup> deadline will incur a \$100 late fee.

3. **DIMENSIONS AND LIMITATIONS:** Exhibits must not exceed 8' feet in height. Exhibits must be constructed so as not to interfere with adjoining spaces. Permission to display equipment taller than 8' feet must be obtained in writing from the VNGMG. The exhibitor will be advised of which exhibit location will meet his/her requirements. One 6ft covered table with two chairs is provided. If electrical connections are required, the exhibitor must express this requirement upon registration and will be responsible for the associated additional expense.

4. **LIABILITY:** The exhibitor agrees to protect, save, and keep VNGMG, the Richmond Marriott, and their representatives, employees and agents forever harmless from any and all damages or charges imposed for violation of any law or ordinance, whether occasioned by the negligence of the exhibitor or the representatives, agents or employees of the exhibitor or those persons acting under the express or implied authority of the exhibitor. Exhibitor also agrees to comply with all applicable terms, conditions, rules and regulations of the Richmond Marriott. The exhibitor assumes complete responsibility and liability for all loss, damage, or destruction of his/her property, employees, agents and guests of VNGMG, any officer, agent or employee thereof will not be liable for any loss, damage or destruction of exhibitor's property for theft, fire, accident or any other cause. The exhibitor also assumes full responsibility and liability for all injury to any and all persons or property caused by the exhibitor, its agents, representatives or employees. The exhibitor will indemnify and hold harmless VNGMG, the Richmond Marriott, VNGMG members, directors, officers, agents, representatives, and employees against any and all liability whatsoever arising from any and all damage to property or personal injury or loss caused by the exhibitor, its agents, representatives, employees or any other such persons. The exhibitor assumes the entire responsibility and liability for losses, damages, and claims, without limitation, bodily injury and death arising out of exhibitors activities on the Hotel's premises. Exhibitor covenants not to sue and agrees to indemnify, hold harmless the Hotel and its parent corporation as well as their respective trustees, directors, officers, agents, servants and employees from any and all such liabilities.

5. **INSTALLATION OF EXHIBITS** may begin Thursday, April 24<sup>th</sup>, 3:00 p.m. for all exhibitors; the predominance of exhibitors expected to set up on Friday, April 25<sup>th</sup>, 1:00 p.m. Additional details and timeline to be published at a later date.

6. **SPACE NOT OCCUPIED BY 7:30 a.m.** on Saturday, April 26<sup>th</sup>, 2025 will be forfeited by the Exhibitor, and the space may be resold, reassigned, or used by the VNGMG without refund.

7. **DISMANTLING:** Displays must be dismantled before 4:00 pm on April 26<sup>th</sup>, 2025 but not before 2:00 p.m. **EARLY DEPARTURE IS STRICTLY PROHIBITED.**

8. **PROHIBITIONS:** Subleasing or assigning of exhibits or a part of an exhibit space is **NOT** permitted. Exhibits, signs, or displays are prohibited in any of the public rooms or elsewhere on the premises of the Richmond Marriott. Aisle space may **NOT** be used for exhibit purposes, (including tables and chairs) displays or signs, solicitation or distribution of cards, circulars, samples, or other promotional materials. Conversation with attendees of a commercial nature are prohibited in any space where continuing education is being offered.

9. **SOUND DEVICES:** The use of sound devices, megaphones, loudspeakers, or undignified methods of drawing attention is prohibited.

10. **AMENDMENT TO REGULATIONS:** All matters and questions not covered by these regulations are subject to the decision of the VNGMG administrator. The administrator shall have sole authority to promulgate, interpret, and enforce all rules and regulations, and to make any amendments necessary for orderly conduct.

13. By completion and return of the Sponsor Registration Form to the VNGMG, you agree to adhere to the rules and regulations as outlined above. Failure to conform or comply could result in forfeiture of fees and/or jeopardize invitations to future programs. In addition, the individual listed on the Sponsor Registration Form as the Contact Person bears full and



**SAVE THE DATE FOR NEXT YEAR**

**VIRGINIA NATIONAL GUARD CONFERENCE**  
**FEBRUARY 26<sup>th</sup> – MARCH 1st, 2026**  
**RICHMOND**

**2026**

**Richmond DoubleTree by Hilton @ Koger Center**



**RICHMOND, VIRGINIA**



# REGISTER TODAY

**Virginia National Guard Management Group, Inc.**  
**Post Office Box 37037**  
**Richmond, Virginia 23234**  
**(804) 539-3335**  
**[contact@vngmg.org](mailto:contact@vngmg.org)**

[vngmg.org/conference](http://vngmg.org/conference)

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