

# Vendor/Exhibitor Information & Vendor/Consultant Contributions for Non-Exhibitors

The Michigan Section American Water Works Association (MI-AWWA) invites you to exhibit at this year's Annual Conference at the Kalamazoo Radisson Plaza Hotel and Suites on September 9-10, 2008 and/or contribute to the receptions.

All exhibitors and contributors will be recognized in the conference printed literature, provided we receive your exhibit registration and/or contribution by August 8, 2008.

## Here's how it works:

### Become an Exhibitor

Register as an exhibitor and take advantage of this excellent opportunity to promote your products and services to more than 400 individuals in the water supply field.

This year, exhibits are being expanded to a second day. They will open as usual on Tuesday afternoon (Sept. 9) and will remain open all day Wednesday (Sept. 10) to provide conference attendees additional time to learn about new products and services being offered to the water industry.

To increase traffic to the vendor booths, in addition to the traditional "Meet & Greet" on Tuesday evening, we are planning a free continental breakfast on Wednesday morning and an opportunity for attendees to receive additional continuing education credits (DEQ approved CECs) throughout the day on Wednesday in the Exhibit Hall.

There are approximately 60 booth spaces (7' D x 10' W) available. Firms requesting more than one booth will be placed on a waiting list for the second booth until all individual space requests have been satisfied. If possible, the Exhibit Committee will honor all requests by August 8, 2008

for at least one space on a first-come, first-served basis.

The exhibit fee is \$400 per booth for AWWA members. For those individuals or firms who are not AWWA members, a \$150 surcharge will be added. Non-members who wish to receive a one-year, active membership in the American Water Works Association should check the box on the form on page 21.

Your exhibit booth fee includes:

- 7' D x 10' W booth space with:
  - 8' covered and skirted display table
  - Two chairs and a wastebasket
  - Standard 110-volt electrical service
- Reception sponsorship
- Conference registration & Awards Luncheon for one person
- Recognition in conference literature
- Exhibit door prize contribution

The Exhibits Committee reserves the right to decline or prohibit any exhibit, which, in its opinion, is not suitable to the intent of this exhibition.

**To register as an exhibitor, please complete the form on page 21.**

### Become a Contributor

For consultants and vendors not exhibiting, the Michigan Section needs your support for the receptions held during the 70th Annual MI-AWWA Conference.

We are asking for a voluntary contribution of \$75 for each individual from your firm who will be attending the conference.

For this contribution, your firm will receive:

- Reception sponsorship
- Recognition in conference literature
- Exhibit door prize contribution

**To register as a contributor, please complete the form on page 21.**

**Please note: All individuals in the exhibit booth must be registered for the conference. One complimentary full conference registration is included with the \$400 booth registration fee. Additional booth staff not planning to register for the full conference are subject to a \$75 per person charge.**

**To register other full conference attendees or your spouse/guest, please use the Conference Registration form on page 16. Booth staff attending the exhibits only are to be listed on the registration form on page 21.**

**Registration information will be available on the MI-AWWA website ([www.mi-water.org](http://www.mi-water.org)) after July 4, 2008.**

# Exhibitor & Vendor Contribution Reservation Form

**Please Print** (Please photocopy this form to keep booklet intact)

Firm Name \_\_\_\_\_

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

Address \_\_\_\_\_

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

Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Fax ( \_\_\_\_\_ ) \_\_\_\_\_

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

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## Please Reserve a Vendor Booth

I wish to reserve \_\_\_\_\_ vendor booth(s). The complimentary full conference registration will be used by \_\_\_\_\_ AWWA Member # \_\_\_\_\_.

Check here if you will be attending Wednesday's Awards Luncheon.

Check here and describe an special dietary requests \_\_\_\_\_.

Check here if you wish to use the \$150 non-member surcharge to receive a one-year active membership in AWWA.

To help us provide appropriate booth placement, please briefly tell us what products/services you will be exhibiting at this conference

List booth staff (who will attend exhibits only and will not be registering for the full conference) \_\_\_\_\_

Space rental	= \$	\$400
<b>Total Number of Booth Staff (as listed above)</b> _____ X \$75	= \$	_____
<b>Non-AWWA member surcharge (\$150)</b>	= \$	_____
<b>TOTAL AMOUNT ENCLOSED</b>	= \$	_____

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## Please Accept our Contribution

I would like to make a contribution. The following person(s) will be registering for the conference \_\_\_\_\_

Total number of persons attending \_\_\_\_\_ x \$75 = \$ \_\_\_\_\_

**TOTAL AMOUNT ENCLOSED** = \$ \_\_\_\_\_

All registrations must be received by **August 8, 2008** in order for your firm to be included in conference literature.

Please make checks payable to Michigan Section, AWWA.

Questions? Please call Eric Way at 517.373.4752.

**Send to AWWA**—Return completed form along with payment to:  
Michigan Section, AWWA • P.O. Box 16337 • Lansing, MI 48901-6337 • Or fax to 517.241.0325  
Do not send to Radisson Plaza Hotel & Suites