



Corpus Christi American Bank Convention Center - 1901 N. Shoreline Blvd.

JOIN US IN CORPUS CHRISTI, TEXAS, MARCH 4-7, 2018

100th T.W.U.A. Annual School - Exhibitor/Sponsor Registration

This packet is prepared for our exhibitors regarding our 2018 Annual School in Corpus Christi. We are seeking your continued support for the Texas Water Utilities Association (T.W.U.A.) Annual School. TWUA is a non-profit, educational organization which began in 1918 and is headquartered in Austin, Texas. TWUA provides exceptional training opportunities and support services for water and wastewater professionals from across the state of Texas.

We cordially invite you to be involved in and support our 100th Annual Operator Training School which is scheduled for March 2-7, 2018 in Corpus Christi, Texas. Securing an exhibit space for the Annual School undoubtedly will be one of the most productive decisions you will make for 2018. We hope you will want to take advantage of this opportunity to reserve your booth space(s) today for the 2018 TWUA Annual School.

Every effort will be made to make 2018 Annual School the best ever - for T.W.U.A., for the students, and for you. As always, students will be required to visit the exhibits area, and to show proof of doing so, to receive full continuing education credit (to acquire or renew their license). All classes will be in the Convention Center, and access to the exhibits area by operators and attendees will be convenient. We anticipate good traffic through the exhibits to view your products and services.

We ask that you consider participating in one of the following ways: as an Exhibitor, as a Sponsor, or as an Exhibitor/Sponsor. The fee for each depends upon whether your firm chooses to become an Association Member of the Texas Water Utilities Association. Among the benefits of becoming an Association Member is a 10% reduction in the booth fees for the Annual School. Please note that your representative being an individual member of T.W.U.A. does not qualify you for the lower exhibit fees.

To become an Association Member and qualify for an additional 10 % discount in booth fees, simply add the appropriate dues amount in the space provided on the Registration Form, enclose your payment (including your payment for Association Member dues) and take your discount. This 10 % discount applies only to booth pricing. Also, please note, there is an opportunity for you to make a tax deductible donation to one or more of our programs and services.

We believe that your involvement not only shows your continued support for T.W.U.A. but also represents a wise advertising investment for your company. The approximately 500 operators expected to be in attendance will represent a broad spectrum, ranging from entry-level personnel to upper-level management. Several course offerings designed especially for supervisors and managers in the water utilities industry will again be included on the program.

The Omni Bayfront Hotel will be the TWUA Host Hotel in 2018. Please advise your representatives who will be attending our Annual School there will be special rates available at the Omni Hotel. The Omni is located at 900 North Shoreline Blvd. Corpus Christi, Texas 78401 Phone: 1-800-843-6664 (361) 887-1600

Based on history and room participation, TWUA only financially guaranteed 300 hotel rooms. When the block is full, rooms and rates will be the registrar's responsibility, so please register early and please use the TWUA hotels. Use our reservation code "TWUA" when making reservations at these facilities.

I am looking forward to the 2018 Annual School and your participation in this unique event. I've had the opportunity and pleasure of meeting many of you over the years and I must say I'm very excited about getting better acquainted with everyone in the future.

Should you have any questions, please do not hesitate to contact Norma Clark or Central Office at the number listed at the bottom of the page.

Sincerely,

Russell Hamilton

Russell Hamilton
Executive Director, TWUA

Norma Clark – (432) 528-1608
TWUA Central Office – (888) 367-8982

EXHIBITOR/SPONSOR INFORMATION

TEXAS WATER UTILITIES ASSOCIATION 100th ANNUAL SCHOOL MARCH 4-7, 2018

REGISTRATION BOOTH RATES

Standard Booth Rate

10' X 10'\$800.00

Large Booth Rate

10' X 20'\$1,350.00

Premium Booth Rate

20' X 20'\$1,750.00

GENERAL INFORMATION

- Meet & Greet:** A Meet & Greet will be held for all students and exhibitors on Monday, March 5, 2018 from 5:30 – 7:00 p.m. in the Exhibit Hall. Exhibitors may contribute door prizes. Door prizes will be drawn at the end of the Meet & Greet – students must be present to win.
- Dates/Times of Exhibition:** The Exhibition Area officially opens at the Meet & Greet from 5:30 – 7:00 p.m. on Monday, March 5. The Hall will open at 7:30 a.m. on Tuesday, March 6 and close at 12:00 noon on Wednesday, March 7. An official name badge will be required to enter the exhibition area during these times.
- Setup and Dismantling Times:** Setup is from 12:00 noon to 4:00 p.m. on Monday, March 5, 2018. Dismantling is from noon to 2:00 p.m. on Wednesday, March 7, 2018.
- Location:** American Bank Convention Center, 2901 N Shoreline Blvd, Corpus Christi, Texas.
- Exhibit Tours:** An Exhibition Tour is scheduled for all Annual School technical sessions. Students desiring licensing credit must have proof of having visited the exhibition area to receive full credit.

-EXHIBITOR INFORMATION-

Please read these guidelines closely. Strict compliance is required by all exhibitors.

Identification Required: All persons entering the Exhibition Area must wear the T.W.U.A. Annual School Name Badge provided.

Eligible Exhibits: Exhibits may include materials, parts, components, accessories, services and systems related to the water and wastewater field.

Fee Includes:

- Standard (10' x 10') Booth: One 6" Skirted Table, two chairs, standard company signage, exhibit packet containing one Annual School Program, and two (2) personalized name badges. Two (2) additional name badges can be purchased at a cost of \$20/each. After four (4) name badges, additional badges can be purchased at a cost of \$100/each.
- Large (10' x 20") Booth: One 6" Skirted Table, two chairs, standard company signage, exhibit packet containing one Annual School Program, and three (3) personalized name badges. Three (3) additional name badges can be purchased at a cost of \$20/each. After six (6) name badges, additional badges can be purchased at a cost of \$100/each.

Premium (20' x 20') Booth: One 6" Skirted Table, two chairs, standard company signage, exhibit packet containing one Annual School Program, and four (4) personalized name badges. Four (4) additional name badges can be purchased at a cost of \$20/each. After eight (8) name badges, additional badges can be purchased at a cost of \$100/each.

Carpet will be included for each booth; however, electricity is separate and available for an additional charge. Other amenities and services are available for an additional fee through Lone Star Decorating.

ONLY REPRESENTATIVES OF REGISTERED EXHIBITING COMPANIES WILL BE ALLOWED INSIDE THE EXHIBIT HALL. A T.W.U.A. ANNUAL SCHOOL NAME BADGE WILL BE REQUIRED TO ENTER THE EXHIBIT AREA.

Parking: One parking pass will be provided for each exhibiting company. Additional parking passes are available for purchase at the rate of \$15 each.

Door Prize Drawings: TWUA will be giving door prizes hourly to encourage student participation. If a door prize drawing is planned by the vendor, this should be conducted in the Exhibition Area at posted times.

Buzz Word Drawing: All students will be given an Exhibitor Questionnaire Survey containing a list of "buzz words" or slogans supplied by exhibitors. Students who successfully complete the questionnaire will be entered into a door prize drawing. If you would like to submit a "buzz word", please fill in the appropriate space on the registration form.

Exhibits Tours: Students from the eighteen academic courses being conducted will have scheduled tours of the Exhibition Area between 8:30 a.m. and 4:00 p.m. on Tuesday, and between 8:30 a.m. and noon. on Wednesday.

Limitations: No single piece of equipment over 1,000 pounds (excluding vehicles and mobile construction or maintenance equipment). Total of all equipment shall not exceed convention center stipulations. Please call if you have questions and we will verify with the convention center. No flammable liquids are permitted. Each exhibitor must make provisions for having the exhibit moved without scarring the floor.

Electrical Connections: Normal 110-volt lighting connections are available at each exhibit space for an additional charge. Heavy equipment electrical connections (220V) must be specifically requested and are available only at exhibit spaces located next to permanent walls.

Water Availability: Water is available only from a sink/lavatory. No hose connections are available. Special arrangements for water should be made with the Convention Center.

Space Assignment Policy: Booth assignments are made strictly by T.W.U.A., and no assignment of space will be confirmed until the registration fee has been received by Norma Clark, representing T.W.U.A. Central Office. The Association reserves the right to relocate assigned spaces prior to the opening of the Exhibition Area, but all efforts will be made to meet exhibitor's requests. The Association has exclusive control over the procedures and policies governing the Exhibition Area.

Cancellations: After TWUA has received a written cancellation notice, cancellation of exhibit space reservation will result in the following: **A full refund less a 25% process charge will be made for exhibit space cancelled on or before December 31, 2017. No refunds will be made for cancellations received after December 31, 2017.**

Liability: The Texas Water Utilities Association, and all organizations and individuals who are employed by or associated with the Annual School and Exhibition Area will not be responsible for damage or loss resulting from fire, theft, or any other cause whatsoever, including accidents or injuries to the exhibitor, or their employees, or the public, or any other persons, or individuals or property whatsoever.

Setup and Dismantling: All exhibits must be set up and ready for display by 4:00 p.m.. on Monday, March 5, 2018. Dismantling begins at noon on Wednesday, March 7, 2018. The floor must be cleared by 2:00 p.m. The Association will not be responsible for any shipping, setup, or dismantling costs.

Drayage: Due to the growth of our show, Lone Star Decorating is handling all shipments to and from the convention center. There will be an additional fee for this service. Please consult the decorator's packet and/or their representatives for further details.

- Name Badge Policy:** 10 x 10 booth includes two (2) name badges. Two additional badges can be purchased for \$20 each. After four (4) badges, additional badges can be purchased at a cost of \$100/each.
- 10 x 20 booth includes three (3) name badges. Three additional badges can be purchased for \$20/each. After six (6) badges, additional badges can be purchased at a cost of \$100/each.
- 20 x 20 booth includes four (4) name badges. Four additional badges can be purchased for \$20/each. After eight (8) badges, additional badges can be purchased at a cost of \$100/each.

100th ANNUAL SCHOOL SPECIAL ADVERTISING OPPORTUNITY

SPONSORSHIP INFORMATION:

All firms or individuals paying sponsor fees within the time provided will be recognized in two listings, as follows:

1. In the Annual School Program – Many become a collector's item to be viewed again and again.
2. In the Texas Water Utilities Journal currently mailed to over 9,000 Texas water utilities personnel.

All Sponsor registrations must be postmarked on or before December 15, 2017, to secure both listings, or by January 15, 2018, for acknowledgment in the **JOURNAL**.

All sponsorship revenues will be utilized for direct improvement of T.W.U.A. member services.

To have your business identified as a sponsor of TWUA at the Annual School, simply complete the registration form and return it together with your payment of the sponsorship level of your choice. We accept all major credit cards (*Visa, MasterCard, or American Express*). TWUA appreciates your continuing support. Following are the levels of Sponsorship:

Platinum Level \$1000.00

- Your company name featured in the TWUA Journal
- A listing in our Technical Program given to all students. Program listings may include up to three lines of forty characters plus spaces each. This may be the firm name plus a brief description of the products or services offered and an address and telephone number - or whatever you wish the listing to include
- One full page color display ad in our TWUA Journal
- Your company name featured on the Annual School Tower with your company (logo)

Gold Level \$500.00

- Your company name featured in the TWUA Journal
- A listing in our Technical Program given to all students. Program listings may include up to three lines of forty characters plus spaces each. This may be the firm name plus a brief description of the products or services offered and an address and telephone number - or whatever you wish the listing to include.
- One half page black and white display ad in our TWUA Journal

Silver Level \$250.00

- Your company name featured in the TWUA Journal
- Your company name listed in our Technical Program given to all students
- One black and white business card ad for 2 months in our TWUA Journal



2018 T.W.U.A. 100th ANNUAL SCHOOL EXHIBITOR/SPONSOR REGISTRATION FORM

Firm Name: _____

Contact Person: _____ Title: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: () _____ Fax: () _____

Email Address of Contact Person: _____

Primary Product or Service: _____

ANY COMPETITOR THAT YOU DO NOT WANT TO BE CLOSE TO _____

“BUZZ WORD” Submission (See Page 4) _____

EXHIBITORS: (PLEASE SEE PAGE 3 FOR NAME BADGE INFORMATION)

ID Badge #1 Name: _____ ID Badge #2 Name _____

ID Badge #3 Name _____ ID Badge #4 Name _____

List exhibit space preference (by space number).

1st Choice: _____, 2nd Choice _____, 3rd Choice: _____

Registration Fees

\$800.00 (Standard) \$1,350.00 (Large) \$1,750.00 (Premium) \$ _____

Sponsor Fee: Silver Level (\$250.00), Gold Level (\$500), Platinum Level (\$1000) _____

Extra Representative/Guest Name Badges: (Attach a list), See price info on page 5

Extra Parking Passes (\$15.00 each) _____

Association Member Dues (\$260.00) _____

Less Association Member Discount (If Appropriate) 10% of Booth Fee Only _____

Total Remittance: \$ _____

Charge my Visa () or MasterCard (), or AmEx () Account # _____

Expiration Date: _____ Security Code (3 digits): _____ Card Zip Code: _____

Card Holder Signature: _____

Card Holder Name Printed _____

Email Address for Receipt _____

***Make Checks Payable to: TWUA- Send this form and Payment to: TWUA, c/o Norma Clark P.O. Box 12604, Odessa, Texas 79768
Mrs. Clark's Contact Information: (432) 528-1608 Fax: (432) 332-1965
TWUA CENTRAL OFFICE: (888) 367-8982**



Texas Water Utilities Association
 March 4th-7th, 2018
 American Bank Center · Corpus Christi, Texas



Rev. Date: 04-18-17

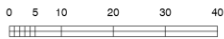


Exhibit Hall A

144.6-10x10 booth equiv.
 Ceiling height 15'9"/33'
 Aisle widths as noted

Lone Star Decorating
 100 Congress Ave., Ste. 2000
 Austin, TX 78701
 (512) 469-3545