



Water Environment Association of Texas
Exhibitor Application/Registration
Back to Basics: Collection System
O&M in a World of Innovation
January 16 – 17, 2018 – San Marcos, TX

Please Print or Type

Booth layout, AV order form, and complete contract coming soon; www.weat.org

Firm Name _____

Contact Name _____

Billing Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ Email _____

Description of Products or Services to Exhibit _____

_____ Number of Booth(s) X \$400 = \$ _____ (includes pipe and drape for 8' X10', 6' table, 2 chairs, and trash can). Electricity can be ordered separately through PSAV. Please see PSAV order form attached.

Booth Location: 1st Choice _____ 2nd Choice _____ 3rd Choice _____
(floor plan is attached and can be found online at www.weat.org)

Badge Information

(Two Free Registrations)

Name _____

Firm Name _____ **City** _____ **State** _____

(Additional registration is \$100 per person)

Name _____

Firm Name _____ **City** _____ **State** _____

Method of Payment

Check # _____ Amount \$ _____ MasterCard Visa American Express

Card # _____ Expiration Date _____

Cardholder Name _____ Cardholder Signature _____

<p>Return Completed Application with Full Payment to:</p> <p style="text-align: center;">Water Environment Association of Texas (WEAT) 1825 Fort View Road, Suite 108 Austin, TX 78704 Ph: (512) 693-0060 Fax: (512) 693-0062</p> <p style="text-align: center;">Email: melissa@weat.org</p>	<p>I have read the Exhibitor Rules and Regulations and agree to abide by the terms and conditions as stated. I agree that this contract is binding upon all booth personnel who participate in our purchased space at the conference.</p> <p>Printed Name _____</p> <p>Signature _____</p> <p>Date _____</p>
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Sponsorship opportunities are available.
 Please Call Melissa at WEAT at 512.693.0060 or email: melissa@weat.org

Exhibitor Rules and Regulations

Signing and returning the completed exhibitor application is your binding agreement with WEAT to comply with these rules and regulations.

1. **Eligibility** – Companies manufacturing products for or providing services to the water and/or wastewater utility industry may participate.
2. **Registration**– All manufacturers and their representatives exhibiting will receive one free registration with the booth cost. Booth cost must be paid in full when contracted is submitted.
3. **Space Allocation**– Upon receipt of full payment, space will be allocated on a first come, first assigned basis. Space is limited.
4. **Payments for Exhibit Space – Exhibit fees are \$400** for each exhibit booth. Full payment must be received by January 8, 2018. Check should be made payable to “WEAT”.
5. **Cancellation and Withdrawal** – After WEAT has received a written cancellation notice, cancellation of exhibit space reservation will result in the following: A full refund will be made for exhibit space cancelled prior to January 8, 2018. No refund will be made after January 8, 2018.
6. **Registration Cutoff** – Booth registration will be accepted as long as space is available.
7. **Liability** –Neither the Water Environment Association of Texas nor Embassy Suites San Marcos assumes any responsibility for the protection and safety of exhibitors, their representatives, agents, or employees or for the protection of exhibits or other property of exhibitors or their representatives. Any guard service, security room, or other protective measures that WEAT may take shall be deemed to be purely gratuitous on its part and WEAT shall have no responsibility for the effectiveness or failure of such measures or for the conduct of personnel involved therewith. Each exhibitor agrees to indemnify, Water Environment Association of Texas, and Embassy Suites and hold same harmless from all claims that such exhibitor or its representatives, agents, employees, contractors, or insurers may bring against same in connection with any injury to person or property caused by the actions or negligence of such exhibitor or its representatives, agents, employees, or contractors, including paying all court costs, attorney fees, and other expenses incurred by Water Environment Association of Texas and/or Embassy Suites in defending against satisfying or compromising any such claim.
8. **Use of Exhibit Space** – Exhibits are confined to products manufactured by or services rendered by the exhibitor. No exhibitor shall assign, sublet, or share the space allocated without approval by WEAT and shall be required to have the assigned exhibit space neat and orderly at all times. No flammable decorating materials are permitted. Exhibitors must accept full responsibility for compliance with all local, state, and national fire safety regulations. No excessive loud noise will be allowed. No attaching of any material to any floor, walls, or columns will be permitted. Only items and/or services normally associated with the water/wastewater utilities industry may be exhibited.
9. **Setup/Breakdown** – Exhibitors are to setup between 12 Noon and 7:00 p.m. on Monday, January 15, 2018. Setup must be completed by 7:30 a.m. on Tuesday, January 16, 2018. Exhibitors must be registered prior to doing any unloading or setup of their booth materials. Breakdown will not be allowed to commence until after 12:30 p.m. on Wednesday, January 17, 2018.
10. **Enforcement Interpretation and Enforcement** – These regulations become part of the contract between the exhibitor and WEAT, which has full power of interpretation and enforcement of these rules and may amend them at any time. All matters in question not covered by these regulations are subject to the decision of WEAT and all decisions so made may be binding on all parties affected by them as by the original regulations. Exhibitors or their representatives who fail to observe these conditions of the contract, or who, in the opinion of WEAT, conduct themselves unethically, may be immediately dismissed from the conference without refund or other appeal.
11. **Change of Location or Cancellation of Exhibition** – Should for any reason the selected meeting place become unavailable for exhibiting or should any other contingencies prevail which, in the opinion of WEAT, would prohibit or greatly limit attendance at the conference, WEAT reserves the right to cancel the exhibition or move the exhibit location to another facility or city at the discretion of the Board and shall not be liable for any expenses incurred by reason thereof. In the event of cancellation of the Seminar, WEAT will refund to the exhibitors all space charges paid by them.
12. **Compliance** - By sending in the completed Exhibitor Application, the exhibitor signifies acceptance of the above rules and regulations. This contractual agreement is binding upon the entity purchasing an exhibit space, as well as, any exhibitor personnel or associates performing duties within that exhibit space.

Exhibitor Services Order Form

Company Information:	Exhibitor Information <i>(Please Complete the requested)</i>
Exhibitor Company Name	Event _____
On-site Contact Name	Booth # _____ Set Up Date _____
Billing Address	Payment <i>(Credit card questions? Call 512-805-5309 or rebeccah.wallinger@iqh.com)</i>
City, State, Zip	<input type="radio"/> Credit Card <input type="radio"/> Check <input type="radio"/> Master Account <input type="radio"/> Guest Room #
Telephone Number	Card Holder's Name: _____
Fax Number	Account Number: _____
Email Address	Expiration Date: _____
	Card Type: _____
	Verification Code: _____
	Signature: _____
	Payment Terms Conditions
	<ul style="list-style-type: none"> Payment Total is due 10 business days prior to group event. Any additions or variances will be billed within 24 hours after close of the event. Purchase orders are not accepted. Cancellations less than 24 hours prior to exhibit load-in is charged 100% of one day's rate. A representative must be in your booth to sign for delivery of equipment. Exhibitor agrees pay for damages or equipment lost while in exhibitor's care or control. A 24% Service Charge will be applied to all AV services rendered for each day's use. Discount Price available 14 days prior to event, Standard Price available 13 to 4 days prior to event, Floor Price available 3 days prior to event and on-site.

ELECTRICITY	Discount Price	Standard Price	Floor Price	Quantity x	# Days x	= Amount
Basic Power*	\$20	\$30	\$45			
20 AMP Power**	\$55	\$75	\$95			

HIGH SPEED INTERNET						
Wireless Connection	\$10	\$15	\$20			

Audio Visual						
43" Monitor	\$75	\$95	\$115			
Laptop Computer	\$150	\$200	\$250			
55" TV with stand	\$100	\$150	\$200			
25' VGA Cable	\$15	\$25	\$35			
Blu Ray	\$45	\$55	\$75			
Wireless Mouse	\$30	\$40	\$55			
Flip Chart	\$25	\$45	\$65			
Up lights	\$30	\$60	\$80			
Self-Powered Speaker	\$60	\$80	\$100			
4 Channel Mixer	\$50	\$50	\$70			
Wired Microphone	\$75	\$95	\$125			
Wireless Microphone	\$65	\$85	\$115			
Computer Sound	\$30	\$50	\$70			
Computer Speakers	\$15	\$25	\$55			

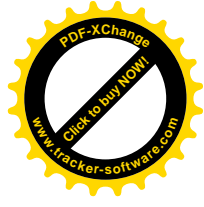
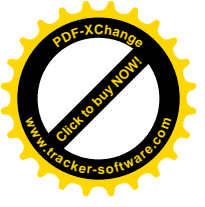
Accessories						
Labor/hour	\$35	\$45	\$60			
Cocktail Table or AV Cart	\$25	\$35	\$55			
6' or 8' Table	\$35	\$45	\$55			
Soft Seating	\$45	\$55	\$65			
Ice per 10 lbs	\$10	\$15	\$25			
Hot Water per gallon	\$25	\$35	\$45			

*Includes electricity, power cord & labor

**Includes dedicated 20 AMP circuit, power cord & labor

Grand Total = (Subtotal x 24%) x 8.25%

Subtotal	
Service Charge	24%
Sales Tax	8.25%
Grand Total	



Exhibitor Set-Up

VERAMENDI F

PREFUNCTION AREA

