

EXHIBITOR INFORMATION IN PURSUIT OF SOLUTIONS

7th

Annual

Northern

Conference



Illinois Rural Water
Association

October 25 & 26, 2011

Clock Tower Resort & Conference Center - Rockford, IL

Hotel Information

Clock Tower Resort and Conference Center
7801 E State St, Rockford, IL 61108
Phone: 815-398-6000
Room Rate \$91.00
(remember to tell them you are with IRWA's room block)



Each room includes 4 tickets to the Co-Co Key Water Resort!

This is a non-smoking hotel - but there are rooms with outside access.

Exhibit Set Up

Monday, October 24th
after 4:00 p.m.

Tuesday, October 25th
8:00 a.m. - 10:15 a.m.

Exhibit Hall Hours

Tuesday October 25th
10:30 a.m. - 7:00 p.m.

Wednesday October 26th
8:00 a.m. - 11:00 a.m.

All exhibitors will be required to wear registration badges. Please pick up your badge at the registration desk when you arrive on Tuesday.

Booth Fees

Members: \$225.00 Non-members \$350.00
This includes: 1 8' draped table and 2 chairs.
Space is limited to 39 booths.



Sponsorships

- ❖ Lunch sponsors - 2 each day @ \$500.00 each
Your logo will appear on the lunch tickets, a promotional item and signage.
- ❖ Hospitality Night Beverage Sponsors - 2 @ \$500.00 each
Your logo featured on the conference agenda, a promotional drinkware item, and signage.
- ❖ Break Sponsors - 2 @ \$250.00
A sign with your logo will be featured in the break area and you will also be listed on the conference agenda as a sponsor.
- ❖ Breakfast sponsors - 2 @ \$250.00
A sign with your logo will be featured in the breakfast area and you will also be listed on the conference agenda as a sponsor.

Drawings:

We will have cash drawings throughout the exhibit hall hours. The drawings will be announced from the IRWA booth, at designated times throughout the conference. Participants **MUST** be present in the exhibit hall to be eligible to win. If you choose to participate in the drawings, we will provide a drawing box and tickets.

You may hold other drawings/raffles at your booth. However, **IRWA will not promote the drawing or announce the winner.**

Exhibitors Hospitality Night

Last year at the exhibitors meeting, they asked to have the hospitality night in the exhibit hall. So - here it is! From 4:30 p.m. - 7:00 p.m. on Tuesday the exhibitors will be hosting hospitality night.

We will be having a contest during hospitality night. If you would like to donate a prize (minimum value of \$50.00 please) we will add your logo to the game sheet and your name will be announced when the prizes are given away at the end of the evening. **(WE MUST KNOW BY OCTOBER 7TH IF YOU ARE BRINGING A PRIZE)**

Liability & Insurance

Every reasonable precaution will be taken to protect the exhibitors' property. However, neither the Association nor it's agents will have responsibility or liability for the exhibitors' property, owned, rented, his person or that of his employees or agents, from personal injury, theft, or any other causes. Exhibitors are advised to carry floating insurance to cover exhibit material and public liability for injury to the person and property of others.

Illinois Rural Water Association, it's employees and it's agents will not be liable to hold the conference due to events such as fire, any act of God, strike or any law or regulation of public authority which makes it impossible or impractical to hold the conference. A cancellation of the conference shall cause the return of payments for exhibit space, less proportionate share of actual expenses incurred in connection with products purchased for the exhibit hall.

Cancellation & Refunds

If for any reason you need to cancel, please submit in writing that you are canceling and requesting a refund. This letter can be sent to the IRWA office or to Heather by e-mail to ilrwahm@ilrwa.org. Cancellation refunds will be according to the following schedule:

- 1.) Prior to assignment date of 10/1/11, you will receive 75% refund.
- 2.) After assignment date of 10/1/11, you will receive 40% refund.
- 3.) No refunds will be given after 10/15/11.



Hotel room block open until 9/24/11





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EXHIBITOR REGISTRATION FORM

(Please type or print)



COMPANY NAME: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE NUMBER: _____ E-MAIL: _____

BOOTH PERSONNEL: _____



Exhibit Booth Space

Member: \$225.00 _____

Non-Member: \$350.00 _____

Electrical

I will need electricity \$25.00 _____

Booth Furniture

(1 table and 2 chairs are included)

I do **not** need a table for my booth _____

Meals

(All meals must be purchased before the conference)

Tuesday Lunch - \$16.00 (ea) _____

Wednesday Lunch - \$16.00 (ea) _____

Donations (Minimum \$50)

Cash Prize - \$ _____

Hospitality Night Prize Yes No

Sponsorships

(Please e-mail your logo to: ilrwahm@ilrwa.org)

Break - \$250.00 _____

Breakfast - \$250.00 _____

Must be paid for before August 12 for ordering of promos

Tuesday Lunch - \$500.00 _____

Hospitality Night Beverages - \$500.00 _____

Wednesday Lunch - \$500.00 _____

TOTAL AMOUNT OF CHECK \$ _____



Payment Information:

Please make check payable to:

Illinois Rural Water Association

P.O. Box 49

Taylorville, IL 62568

Credit card payments can be made at www.ilrwa.org

Help us help you!

Booths are assigned on a "first come first served" basis, but we also try to avoid putting competitors near each other. Please help us by answering the following:

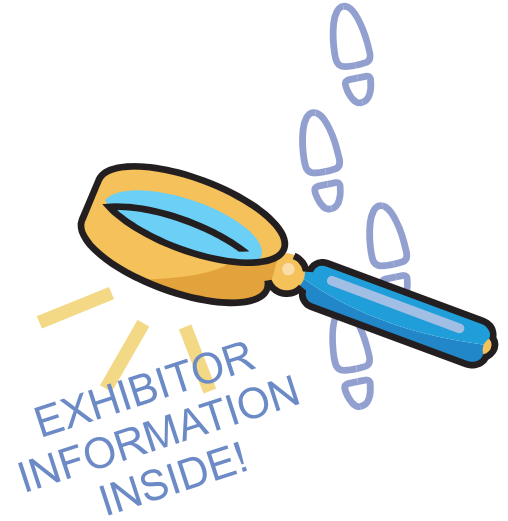
Please give a brief description of your products or services: _____

Please list any companies you would or would not like to be next to: _____

If you are a returning exhibitor - would you like the same booth space as last year? Yes No

Contact Heather with any questions at 1-800-762-5011 or ilrwahm@ilrwa.org





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