



**Water Environment Association of South Carolina
WEASC Operator Conference
2019 EXHIBITOR CONTRACT**

In consideration of mutual benefits, we, the undersigned, hereinafter called "Exhibitor", do hereby agree and contract with the Water Environment Association of South Carolina, hereinafter called *WEASC* to produce and display an exhibit at the South Carolina Operator Conference of the *WEASC* to be held at the time and place under the conditions and terms herein set forth, namely:

- 1) **EXHIBIT DATES: Thursday, October 31, 2019 and Friday, November 1, 2019**
- 2) **LOCATION:** Hilton Myrtle Beach Resort
Palisades Conference Center
10000 Beach Club Drive
Myrtle Beach, S.C. 29572
1-877-360-0799 or (843) 497-7317
- 3) Exhibitor agrees to abide by the terms of this Contract and any special instructions issued by the Exhibitor Committee and to pay the following designated fees:

Exhibitor floor space fee:

- a) 6' x 10' = \$595.00 (Premium Booths see attachment)
- b) 6' x 10' = \$495.00 (Regular Booths see attachment)

Space is assigned on a first-come, first-served basis. Payment is required to receive assigned booth space.

- 4) Exhibitors will conform to and abide by the following:
 - a) Exhibit equipment will be limited to the display room door size, but in no case over 96-inches high or exert a floor pressure to exceed 200 pounds per square foot. Displays on tabletops shall be within safe load limit for the table.
 - b) Exhibitors may set-up between 2:00 p.m. Wednesday and 9:00 a.m. Thursday. A security guard will be on duty in the exhibit hall between 6:00 p.m. Wednesday through 9:00 a.m. Thursday.
 - c) All exhibit materials shall be removed between 11:30 a.m. and 2:30 p.m. Friday.
 - d) Exhibits will be open only at such times as approved by the WEASC. The present schedule is as follows:

Thursday	10:30 a.m. to 5:00 p.m.
Friday	8:30 a.m. to 11:30 a.m.

- 5) *All Exhibitor Representatives must be registered for the Operator's Conference.*
 - a) Registration for two representatives is included in exhibit fee. Additional registrations are available for forty-four (\$45.00) dollars. All Exhibitor Representatives must wear furnished exhibitor ribbons.
 - b) Exhibitor registration packets will be distributed Thursday morning in the Exhibit Hall between 7:30 a.m. and 9:00 a.m.

- 6) Payment of the established fees entitles the Exhibitor to:
- a) Selected floor space per Item No. 3.
 - b) One 6' table with tablecloth and skirting; two chairs.
 - c) One wastebasket.
 - d) One booth ID sign.
 - e) General maintenance of aisles, existing lighting, heating and ventilation.
 - f) Exhibitor ribbon(s).
 - g) Access to 110V power outlet (Please bring your own power strips and extension cords). Three phase power not available. One electrical outlet will be provided for each booth. **If you need additional outlets or other services, please complete the Electrical Order Form.** Please return with your contract.
 - h) Registration Packets for Exhibitor personnel attending as listed herein.
 - i) Pipe and drape for booth space.

Additional services may be available through the hotel or Bluechip Expo, Inc. (forms will be mailed to registered vendors from Bluechip Expo, Inc.). Services should be contracted directly with the hotel or Bluechip and not through the Conference Committee.

- 7) Drawings for a door prize at the booth space is permitted and encouraged:
- a) Collection of business cards for the purpose of drawing for a door prize(s) is the encouraged method. Alternative method must be supplied for those attendees without business cards.
 - b) Drawing for Exhibitor door prize(s) is prohibited until **10:30 a.m. on Friday**. Please let attendees know when your drawing will be held.
 - c) The solicitation of entries by an Exhibitor shall not disturb surrounding exhibits or interrupt the flow of traffic through the exhibit hall.
 - d) Only one entry per person; exhibitors are not eligible to win.

Exhibitors wishing to donate door prize(s) to be awarded at Conference functions should contact Ryan Cox at (843) 601-2375, or email at ryan.cox02@aecom.com.

- 8) Exhibitor is to make arrangements with Bluechip Expo, Inc. for loading, unloading, and storage of shipped materials, exhibits, etc. Make sure all shipped articles are properly addressed to the intended recipient. Bluechip Expo, Inc. can be reached at (843) 681-4545. Freight service forms will be registered to vendors and should be handled with Bluechip Expo, Inc. directly.

For items other than those listed in No. 7 above, please call Scott Lee with Bluechip Expo, Inc. at (843) 681-4545.

- 9) Exhibitors are to remove all boxes, shipping crates, etc. when removing their exhibit. All materials must fit through double access doors.
- 10) Exhibitor shall submit fully executed Contract and payment in full no later than **October 21, 2019**. Written notice of cancellation must be received at least thirty (30) days prior to commencement of the conference. Upon receipt of such notice, a refund will be issued minus \$100 administrative fee.

- 11) Exhibitors shall be responsible for the security of his/her own exhibit. Security will be provided during times when the Exhibit Hall is closed. The Exhibitor assumes entire responsibility and hereby agrees to protect, indemnify, defend, save, and hold harmless the Water Environment Association of South Carolina, their employees and agents, against all claims, losses and damages to persons or property, governmental charges, or fines and attorney fees arising out of or caused by the Exhibitors installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole negligence of WEASC and the Hilton Myrtle Beach Resort, their employees and agents.

In addition, the Exhibitor acknowledges that the WEASC and the Hilton Myrtle Beach Resort do not maintain insurance covering Exhibitors' property and that it is the sole responsibility of the Exhibitor to obtain business interruption and property damages insurance covering such losses by Exhibitor.

- 12) Exhibitors are strictly prohibited from providing food and/or beverages from their booth space other than individually wrapped candy. Appropriate food and beverages are provided by the Conference at designated times. If you would like to sponsor food and/or beverages provided by the Conference, please contact the Exhibit or Sponsor Committee Chair for more information.

Exhibitor Contact:

John W. Weldon III, P.E.

Phone: (843) 767-4602

john.weldon@aecom.com

EXHIBITOR INFORMATION

COMPANY NAME:

Description of business services and/or equipment to be displayed (Pumps, Waste Management, etc.) (Please print)

Name & contact information of individual responsible for Exhibit onsite at Conference
(Please print and complete all sections)

NAME:

PHONE:

EMAIL:

Second Exhibit Representative (Included in Exhibit fee):

NAME: _____

Company: _____

Email: _____

Company contact information to be used for next year's mailing:

Contact Person:

Company Name:

Mailing Address:

Email Address:

Booth space requested in order of priority

1.	2.	3.
----	----	----

Authorized by (Name/Title): _____

Signature: _____ Date: _____

Additional Representative(s) - \$45 ea. (Please print AND include Company name for Name Badge)

NAME:
Company:
Email:

NAME:
Company:
Email:

NAME:
Company:
Email:

NAME:
Company:
Email:

NAME:
Company:
Email:

Additional Representative(s) @ \$45 Quantity_____ Amount \$_____

REGISTRATION FEES:

6'x10' booth (Premium Booths see attachment) @ \$595.00	Quantity_____	Amount \$_____
6'x10' booth (Regular Booths see attachment) @ \$495.00	Quantity_____	Amount \$_____
Two Registrations included with Booth	Quantity <u>2 (Included)</u>	Amount \$ <u>(Included)</u>
Additional Registrations @ \$45.00 each	Quantity_____	Amount \$_____

ATTN: 5S Breakfast - Members Only - Thursday, October 31, 2019 @ 7:30 a.m. – 8:15 a.m.

Name(s): _____
(You must be a 5S member to attend this function)

ATTN: Young Professionals / Quarter Century Operators Social – Thursday, October 31, 2019 @ 5:00 p.m. – 6:00 p.m.

Name(s): _____
(You must be a Young Professional or Quarter Century Operator to attend this function)

****FOR YOUR PROTECTION, PLEASE DO NOT E-MAIL FORM WITH YOUR CREDIT CARD INFORMATION****

Completed contracts can be emailed to Phyllis@WEASC.org . **LEAVE THE CREDIT CARD NUMBER OFF THIS FORM!!!** Call (803) 358-0658 after emailing to give credit card numbers.

PLEASE MAKE CHECKS PAYABLE TO: WEASC Operator Conference (Tax ID #57-0725845) OR provide credit card information below. **If paying by credit card, form may be faxed to (803) 358-0646.** Please print clearly.

___DISCOVER ___VISA ___MASTERCARD ___AMERICAN EXPRESS CHECK # _____

Credit Card # _____

Expiration Date: _____ CVV-3 Digit Code _____

Card Billing Address: _____
Street City State Zip Code

I authorize the WEASC to charge my credit card for conference exhibit fees as indicated:

TOTAL AMOUNT ENCLOSED/CHARGED: \$ _____

EMAIL FOR CREDIT CARD RECEIPT: _____

SIGNATURE

DATE

Return contract and payment to:

**WEASC Operator Conference
121 Executive Center Drive, Suite 115
Columbia, SC 29210
Phone: (803) 358-0658**

David G. Baize, Executive Director



**For Exhibit Committee Use Only.
Exhibit Space(s) Assigned:**