

Valve Manufacturers Association of America

TECHNICAL Seminar & Exhibition

Valve Emissions for Compliance, Standards and Technology

**One Day
Only!**

March 6, 2014

EXHIBITOR PROSPECTUS

Planet Hollywood / Las Vegas, Nevada

Greetings Exhibitor!



The Valve Manufacturers Association invites you to participate in our 2014 Technical Seminar and Exhibition. The exhibition portion of the seminar takes place on March 6th and is open to table top displays. We know that traffic is important to you, so we've scheduled the attendees' lunch, afternoon break and the Welcome Reception in the exhibit area to guarantee maximum traffic for your company!

A drawing for an Apple Ipad will also be held in the exhibit area at the conclusion of the Welcome Reception.

Who Should Exhibit?

Companies that sell or provide services to valve manufacturers and end users.

Who is Attending?

Mid-to-Senior level management, engineering and technical personnel

Schedule - March 6, 2014

| | |
|----------------------|--|
| 10am - 12pm | Exhibitor Set-up |
| 12pm - 1:30pm | Luncheon in Exhibit Area |
| 3 - 3:30pm | Afternoon Break in Exhibit Area |
| 5 - 6pm | VMA Hosted Welcome Reception |
| 6 - 8pm | Exhibit tear-down |

Exhibition Guidelines

- > Exhibitors will be assigned on a first-come, first serve basis subject to the approval of VMA.
- > Display items permitted are product samples and literature.
- > Display items that have motorized parts or use video and sound equipment are not permitted.
- > Electricity will be made available free of charge. Please indicate that electricity is needed on your registration form. Exhibitors must bring their own power strips and extension cords.
- > Suppliers' participation is limited to the hours of the exhibit. No hospitality suites are permitted.
- > Candy, mints to be given away are allowed, but no other outside food or beverage is to be brought into the hotel.

Why do you need all the information about my company and what products we are exhibiting?

We list your company and your product information in the Technical Seminar Manual that all attendees receive. The manuals can also be purchased in the VMA store to those who did not attend the seminar.

Shipping Information

Planet Hollywood is a Fed Ex and a UPS house, and will accept and return shipments from either company. Packages should arrive no earlier than three days prior to your arrival. Packages coming in for the VMA Technical Seminar and Exhibition should be addressed as follows:

First & Last Name (Company Representative)

Planet Hollywood Package Center

3667 Las Vegas Blvd. South, Las Vegas, NV 89109

VMA Technical Seminar and Exhibition March 5-7, 2014

Your mobile (cell) number for contact

Package _____ of _____ (ex. 1 of 10)

There will be standard handling & processing charges that will be assessed to all packages and freight that are sent to Planet Hollywood Package Center Resort Hotel & Casino, based on weight.

Once onsite exhibitors need to contact the Package Center at 702.785.5565 to arrange for delivery to the Celebrity ballroom no earlier than 10:00am on March 6th for set-up by noon. Exhibitors are responsible for getting their boxes etc. to the ballroom.

Outbound shipments on March 6th should be arranged with the UPS Store located at the entrance to the Conference Center or by calling 702.785.5499. Once the VMA Welcome Reception is over, the exhibit should be packed up, labeled, and have an outbound shipment time scheduled with the Planet Hollywood Package center for March 7th. VMA will then see to it that your exhibit materials are properly stored in the hotel shipping department until picked-up on March 7th.

What is included with my Exhibitor Registration?

Your exhibit registration fee covers one six (6) foot display, table, an attendee list and lunch, afternoon break and reception attendance, for two (2) company representatives for Thursday, March 6. The exhibit registration fee does not include attendance to the technical seminars or the continental breakfast and morning break.

If you wish to attend the technical seminar or join the Hoover Dam tour on March 5th, you can purchase a ticket for these events when registering.

How do I Register?

You can register online at www.vma.org or fill out the registration form attached to this prospectus.

How do I sign up for the Hoover Dam tour?

The Hoover Dam Inside and Out Tour will take place on March 5, 2014 from 1 - 5:15pm. Enjoy an up-close tour of this man-made wonder of the modern world. Tour fee of \$65.00 includes your transportation and a boxed lunch. The tour leaves from Planet Hollywood. Space is limited and you must have purchased a ticket when registering in order to attend.



HOTEL INFORMATION

planet hollywood

Las Vegas, Nevada



Accommodations for the 2014 VMA Technical Seminar and Exhibition have been arranged at the discounted conference **rate of \$169** at Planet Hollywood. To make reservations, please access the link on the VMA website located on the homepage of the Technical Seminar and Exhibition at www.vma.org or you can call the Reservation Center at **1-866-317-1829** to secure a reservation in the group block. The name of the group is Valve Manufacturers Association of America or callers may also refer to the **group code SMVAL4** when making reservations.

Questions?

Contact Malena Malone-Blevins, Meetings Manager, at 202.331.8105, ext. 310 or mmaloneblevins@vma.org.

TECHNICAL Seminar & Exhibition



Exhibit Registration

\$350 - VMA Member

\$400 - Non Member

Optional Tickets per Person

\$495 - Ticket to attend Technical Seminar

\$65 - Ticket for Hoover Dam Tour

Company

Company Website Address for VMA Website

Name

Title

Address

City

State

Zip/Postal Code

Country

Telephone

Fax

Email

Company Email for VMA Website

Coordinator for Exhibit

I am coordinating and attending as a company representative

I am coordinating exhibit, but not attending

Name

Title

Company

Email

Address

City

State

Zip/Postal Code

Country

Telephone

List all Company Representatives for Exhibit Table:

Full Name

Badge Name

Email

1. _____

2. _____

I will need electricity for my exhibit



TECHNICAL Seminar & Exhibition



Product being exhibited: Please remember: Suppliers to the Valve Industry Only!
 (Important: Product Information in Seminar manual)

Major Competitors:

(In an effort to avoid placing competitors next to one another please indicate below your major competitors in order of their importance.)

1. _____ 3. _____
 2. _____ 4. _____

| Registration Fees | | | |
|--|-------|----------|-------|
| Exhibit Registration | Fee | Quantity | Total |
| VMA Member | \$350 | | |
| Non Member | \$400 | | |
| Optional Tickets (Each representative must have a ticket) | | | |
| Seminar Registration | \$495 | | |
| Hoover Dam Tour | \$65 | | |
| Total | | | |

Four Ways to Register

Online: www.vma.org/events

Fax: 202.296.0378

Email: mmaloneblevins@vma.org

Mail: VMA
 1050 17th Street, NW, Suite 280
 Washington, DC 20036

Please make checks payable to VMA, referencing the 2014 Technical Seminar/Exhibit Program, and mail to:
 VMA, Attn: Malena Malone-Blevins, 1050 17th Street, NW, Suite 280, Washington, DC 20036.

Charge my: VISA MasterCard Discover American Express

Card No. _____ Exp. Date: _____

Security Code: _____ Billing Zip Code: _____

Name on Card: _____ Signature: _____

If you use your credit card, you may fax your registration to: 202.296.0378.
 (Please note: credit card registration payments will show up on international customer invoices in U.S. dollars.)

Cancellations and Substitutions

Cancellations received up to 30 days before the event are refundable, minus a 5% registration service charge.
 Cancellations received between 15 and 29 days before the event are 75% refundable.
 Due to hotel and other event guarantees, cancellations received between 0 and 14 days prior to the event the day are non-refundable. This amount may be used toward a future meeting within 12 months.
 All cancellations must be in writing to mmaloneblevins@vma.org.
 Substitutions are allowed up until 72 hours before the event. Please advise mmaloneblevins@vma.org of all substitutions so verification of payment and badge revisions can be made.