2020 Valve Repair Seminar with Exhibits

Exhibitor and Sponsor Brochure

Houston Area Safety Council

Pasadena, TX

Exhibits: June 3, 2020

GREETING EXHIBITORS AND SPONSORS!

The Valve Repair Council (VRC) invites you to exhibit or sponsor at our 2020 Valve Repair Seminar with Exhibits.

EXHIBIT OPPORTUNITIES
Any company that is a supplier to or client of the valve repair industry is invited to exhibit. Financial firms and merchant banks are also welcome. Reach attendees during dedicated networking events in the exhibit area. Tabletop exhibits are on display June 3rd. Multiple functions are held in the exhibit area that do not compete with the seminar program. A drawing for an Apple iPad will also be held in the exhibit area at the conclusion of the Welcome Reception.

Companies do not have to be a member of VMA/VRC to participate, however they must be eligible for membership. For more information on membership, visit www. https://www.vma.org/Qualifications or contact Marc Pasternak, Vice President, 202-331-8105 ext. 304 or mpasternak@vma.org.

WHO IS ATTENDING?
This seminar is open to both VMA/VRC members and non-members and is designed for anyone working in, or selling to, the valve repair/rebuild industry. Front-line supervisors and end-users are invited to attend.

Key Benefits for Attendees
- High level networking with industry peers and event presenters
- Only event in the country that focuses exclusively on the repair/rebuild industry
- Online content delivery at the conclusion of the meeting.
- A certificate for 8+ Professional Development Hours!

SCHEDULE AT A GLANCE
WEDNESDAY, June 3

8:30 – 9:25 am
Registration

9:00 – 12:30 am
Exhibit Set-up

9:25 am
Welcome
Kim Beise, Dowco Valve, VRC Chairman

9:30 – 10:30 am
National Board Auditing Update

10:30 – 11:30 am
Chlor/Alky Valve Presentation
John Thornberry, Setpoint Integrated Solutions

11:30 am – 12:30 pm
Actuation Repair
Paul Souza, AUMA

12:30 – 1:30 pm
Lunch in Exhibit Area

1:30 - 2:30 pm
Repair and Fugitive Emissions
Rodney Roth, Carra USA

2:30 – 3:00 pm
Afternoon Break in Exhibit Area

3:00 – 4:00 pm
Pipeline Valve Repair
Donald Polasek, United Valve

4:00 – 5:30 pm
DOT Requirements for the Transporting of Hazardous Materials
Mike Roberts, Department of Transportation

5:30 – 6:30 pm
VRC Hosted Reception in Exhibit Area

6:30 – 8:30
Exhibit breakdown/packing

**THURSDAY, June 4**

8:30 – 9:00 am
Registration and light breakfast

9:00 - 10:00 am
Welding
James Vela, United Valve

10:00 - 11:00 am
Reading Tea Leaves to Improve Valve Reliability
Vinod Sharma, Exponent

11:00 am
Adjournment
WHAT IS INCLUDED WITH MY EXHIBIT FEE?
All exhibits are tabletops. The exhibit fee includes one person from your company to staff the table during the “exhibits open” time, one a six-foot draped table, chair, and participation in the lunch, afternoon break and Welcome Reception food events.

Exhibitor Personnel are not included in the seminar component of the seminar

RESERVE YOUR EXHIBIT SPACE! - www.vma.org/ValveRepairMtg

Exhibit Fees:
VMA/VRC Member: $375
Non-Member: $450

ADDITIONAL EXHIBIT PERSONNEL (over and above the one included in your exhibit fee)

Additional VMA/VRC Exhibitor Personnel Member - $115
Additional Exhibit Personnel Non-Member - $150

ADD-ONS TO YOUR EXHIBIT FEES – TAKE ADVANTAGE OF EDUCATIONAL AND SPONSORSHIP OPPORTUNITIES!

SEMINAR ATTENDANCE TICKETS
Exhibit Fees do not include admittance to the Valve Repair seminar. Any exhibitor personnel, or other attendee from an exhibitor company, wishing to attend the Valve Repair seminar can purchase a Valve Repair Attendance Ticket for the appropriate member or nonmember fee when registering.

VMA/VRC Member - $395
Non-Member - $525

SPONSORSHIP OPPORTUNITIES
We offer a variety of sponsorship opportunities. Sponsors receive recognition on the event website and pre-event marketing materials which reach thousands as well as signage with your logo at the event. Purchase sponsorships when registering or call Malena Malone-Blevins for more information at 2020-331-1805 or by email at mmaloneblevins@vma.org.

June 3-4 - Lanyard Sponsorship - $560
June 3 – Afternoon Break with Exhibitors - $350
June 4 - Light breakfast w/coffee - $350

LOGISTICAL INFORMATION FOR YOUR EXHIBIT

AUDIO VISUAL
If an exhibitor requires audio visual for their display, please work directly with Malena Malone-Blevins, Meeting Planner at VMA, who will assist you in reaching out to Houston Area Safety Council (HASC) for audio visual needs.

INTERNET
Wireless internet will be provided to all meeting space including the exhibit area at no charge, however, access may be limited at times.
ELECTRICITY
The Houston Area Safety Council will be happy to provide any electricity to your exhibit table-top complimentary, however, please bring an extension cord with you should you need electricity for your exhibit.

SHIPPING INFORMATION
Exhibitors are responsible for getting their materials to and from the Houston Area Safety Council (HASC) Due to limited storage space please see that shipments do not arrive earlier than 2 days prior to the event (June 1, 2020) . Shipments may be received Monday-Friday from 9:00 – 5:00 pm.

VMA/VRC is not responsible for any shipping charges incurred by exhibitors.

PLEASE ADDRESS ALL SHIPMENTS AS FOLLOWS:
Houston Area Safety Council
Valve Repair Seminar
YOUR COMPANY NAME/YOUR NAME
5213 Center St,
Pasadena, TX 77505

RETURN SHIPPING
Each exhibitor is responsible for bringing their own tape, shipping labels and materials for outbound shipments at the conclusion of the exhibit program on June 3. VMA/VRC staff will assist exhibitors to make sure anything that needs to be picked up by Fed Ex or UPS. If boxes are left unsealed or un-labeled they will not be shipped out. YOU WILL NEED TO MAKE AN APPOINTMENT FOR PICK-UP WITH FED EX OR UPS. Please bring your labels, paperwork with you, as a printer will not be available.

HOTEL RESERVATION INFORMATION
Discounted rates have been arranged at the Fairfield Inn and Suites Houston/Pasadena at the rates of $129 per night. Rooms are limited. Please click HERE to make reservations online or call the hotel directly at 832.664.8870. Please mention the Valve Repair Seminar when calling. Last day to make reservations at the discounted rate is May 12, 2020. Please read the cancellation policies carefully, as they pertain to the corona virus considerations.

EVENT LOCATION AND TRAVEL INFORMATION
The Houston Area Safety Council where the 2020 Valve Repair Seminar is being held, is located at 5213 Center St, Pasadena, TX 77505.

The Fairfield Inn is located at 3640 East Sam Houston Parkway South Pasadena, Texas 77505 and is 11 miles from the Houston Hobby Airport and 32 miles from George Bush Intercontinental Airport.

PARKING AND TRANSPORTATION INFORMATION
HASC has a parking facility with abundant free parking. Transportation to and from the event is not provided from the Fairfield.

EXHIBIT CANCELLATION POLICY

• Should you need to cancel due to other unforeseen circumstances, VMA will refund your exhibit reservation fee at 100% up to five business days before the Valve Repair seminar.
• Substitutions of exhibit personnel are always welcome up to and including the first day of the event.
EXHIBITOR RULES AND REGULATIONS

1. **Tabletop Assignments** – Exhibitors will be assigned a table on a first-come, first-serve basis subject to the approval of VMA. VMA will do its best not to place Exhibitors next to listed competitors. Upon receipt of your exhibit space reservation a confirmation letter confirming your exhibitor approval will be sent within 5 business days.

2. **Eligibility** - To be eligible to exhibit or sponsor, the company must either be a VMA/VRC member or be eligible for membership. To find out more about membership, visit [www.vma.org/benefits](http://www.vma.org/benefits) or contact Heather Rhoderick at hrhoderick@vma.org or 202.331.8105, ext. 306.

3. **Tabletop Displays** – Displays include: One (1) 6’ long x 24” wide, 30” high table with tablecloth and one (1) chair. The meeting room is carpeted. The tablecloth will be black. Other items that may be needed such as audio visual, electricity, shipment and material handling, etc. are the responsibility of the exhibitor to arrange and pay for.

   Additionally, all displays must abide by the following:

   - Items to be displayed or demonstrated must fit on the tabletop provided
   - No display items are allowed on the floor beside or in front of the table
   - Small pop ups are allowed as long as they can fit behind the table
   - Signage is allowed but must fit within the space provided. No easels are provided.
   - Any noise from displays or demo’s such as motorized parts, video, etc. must not interfere with the ability for others to have and hear conversations.
   - Candy or mints given away at your table is allowed, but other food/drink may not be brought in from outside or ordered from the facility.

4. **Staffing** - Participants may register additional booth staff in addition to the one included in their exhibit fee, if needed at the registration fees noted above. Booth staff personnel will not have access to the seminar component of the seminar only the exhibit hall to work in their booth.

5. **Payment and Cancellation** - The full tabletop exhibit fee must accompany reservation for exhibit participation. Participants may cancel this agreement by written notice to the VMA, however no refunds will be given once the commitment to exhibit has been made. Substitution of exhibit personnel is allowed, with written notice to VMA up until, and including on-site.

6. **Use of Space** - No exhibit participant shall permit any other corporation/firm or its representatives to use the space allotted to him, nor shall he display articles not manufactured or sold normally by his company.

7. **Limitation of Liability** - The exhibit participant shall indemnify the VMA against all claims, demands, actions, expenses, damages penalties or proceedings arising out of or in any way connected with the participants occupancy and use of the exhibit premises or any part thereof. Participants will be required to pay for any repairs needed to damaged floors, walls, structures and accessories.

8. **Security and Insurance** – It is expressed, understood and agreed by each and every contracting exhibit participant, his agents, and guests that neither the conference management, nor its employees or contractors shall be liable for loss or damage to the goods or properties of participants. At all times such goods and properties remain in the sole possession, custody and control of each exhibit participant. Each exhibitor company must have Comprehensive General Liability Insurance coverage including contractual liability coverage with a single limit for bodily injury and property damage of $1,000,000.00 and Worker’s Compensation/Occupational Disease coverage in full compliance with Federal and State laws. VMA is not providing security for the exhibit hall. If the company requires security, it is their responsibility to provide it.
9. **Protection of Display Area** - Nothing shall be posted on or tacked, nailed, screwed or otherwise attached to columns, walls, floors, or other parts of the facility, conference or exhibit area without permission from building authority and VMA.

10. **Installation and Dismantling** - All displays must be in place and set up by the time of the official opening to the exhibit area. Space not occupied or set up by that time may be re-assigned for other purposes.

11. **Default Occupancy** - Any exhibit participant failing to occupy space which has been contracted is not relieved of the obligation of paying for such space at the full rental price, and the VMA shall have the right use such space as it sees fit.

12. **Distribution of Printed Matter, Etc.** - Exhibit participants shall only distribute printed matter, samples, souvenirs and the like from within rented spaces. Special distribution of such matter elsewhere must be approved by VMA.

13. **Agreement to Conditions** - Each exhibit participant for himself/herself and his/her employees agrees to abide by these conditions, it being understood and agreed that the sole control of the exhibit rests with VMA. Each exhibit participant also agrees to abide by the registration policies for the event.

14. **Amendments** - The VMA shall have sole authority to interpret and enforce all rules and regulations contained herein, and to make any amendments thereto and to make such further rules and regulations as shall be necessary for the orderly conduct of and in the best interest of the exhibit hall and event.

**QUESTIONS?**
Contact Malena Malone-Blevins, Meetings Manager at Malena Malone-Blevins or 202-331-8105 ext. 310.

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**We look forward to seeing you in Pasadena!**

Valve Manufacturers Association

Valve Repair Council

1625 K. Street N.W.

Washington, DC 20006

202-331-8105 ext. 310