

Vendor Invitation

October 13, 2016

Dear Friends,

The Atlantic States Rural Water & Wastewater Association (ASRWVA) invites you to attend our 2017 Connecticut Water & Wastewater Annual Conference & Trade Show on Wednesday, February 1, 2017 at the New Life Church, 350 High Hill Road, Wallingford, CT 06492.

Conference hours are 7:00AM to 3:15PM on February 1, 2017.

The Member Rate for a Trade Show booth is \$400.00. The Non-Member Rate for a Trade Show booth is \$625.00. If your organization is not yet an ASRWVA member, take note: Our members experience a substantial cost savings. An Associate Membership is only \$250 per year, and our valued members pay only \$400 for booth space, rather than \$625. Each booth includes:

- One 6-foot, skirted display table, with tablecloth
- Two chairs
- Full Vendor registrations for two (2) company representatives, including lunch

Please Note:

- Additional Vendor registrations are welcomed at a rate of \$40 per person, which includes lunch
- Electricity is an additional \$40.00/booth
- Vendors are not eligible to attend classes for TCH's

Booth spaces will go quickly! Be sure to complete the registration form and return it with your payment as soon as possible.*

As always, ASRWVA will give away a \$100 dollar bill as a door prize. This drawing will be open to system employees who visit each and every booth, and turn in a completed Prize Card.

We have enclosed a Vendor Registration Form that includes the costs associated with exhibiting with us. If you have any questions or concerns, please contact Jason Blais at jasonblais@asrwwa.org or on his cell at 401-864-3178. Please visit our website for more information!

We look forward to seeing you in October!

Sincerely,



Jason Blais
Atlantic States Rural Water & Wastewater Association
11 High Street - Suite 204, Suffield, CT 06078
Tel. 860-370-5759 | Fax. 860-370-5784
asrwwa@asrwwa.org | www.asrwwa.org

*Please note that canvassing and/or distribution of materials by non-registered Vendors is not only incredible cheesy, it is strictly prohibited! You will be publicly shamed and humiliated if you do this at our event.

Vendor Schedule of Events:

Tuesday, January 31st

3:00PM - 6:00PM Vendor Setup

Wednesday, February 1st

6:00AM - 7:00AM Vendor Setup

7:30AM - 9:00AM Trade Show

10:30AM - 11:30AM Trade Show

11:30AM - 12:30PM Vendor Breakdown

1:45PM - 3:15PM Vendor Breakdown

Vendor Registration

Company Name:

Contact Person:

Email:

Mailing Address:

City:

State:

Zip:

Telephone:

Fax:

Cell:

1. Please CIRCLE your choices, and FILL IN information where appropriate.
2. ADD up what you circled, and FILL IN total at the bottom.
3. Send in your full payment.
4. Please take notice of our cancellation policy on page 2.

Member
Rate

Non-
Member
Rate

Vendor Fee includes 6-foot table, two chairs, and full registrations for two (2) representatives

\$400

\$625

Complimentary Registrations

Name	Position	Included	Included
Cell	Email		
Name	Position	Included	Included
Cell	Email		

Additional Registrations (Lunch is included with these registrations. Please attach additional names separately)

Name	Position	\$40	\$40
Name	Position	\$40	\$40

Electricity please indicate if you require electricity

\$40

\$40

Purchase an Associate Membership

n/a

\$250
Rate drops to
\$400

Drinking Water Taste Test Sponsorship

Display your vertical banner next to the judges' table, Only 2 spaces available

\$300

\$300

Refreshment Sponsorship

Get recognized for your generous sponsorship of refreshments throughout the event

\$200

\$200

Door Prize Sponsorship (recommendation: \$50-\$100)

Get recognized during our Trade Show for you generous door prize sponsorship. Please bring to Trade Show!

n/a

n/a

Total

Please let us know if there are any competitive organizations that you would prefer to be separated from:

Please return this completed form along with your payment to:

ASRWVA | 11 High Street - Suite 204, Suffield, CT 06078 | Tel. 860-370-5759 | Fax. 860-370-5784 | jasonblais@asrwwa.org

Vendor Registration

If you would like us to invoice you, please complete the following information:

Company Name:

Billing Contact:

Billing Address:

City:

State:

Zip:

Telephone:

Fax:

Email:

Please note that canvassing and/or distribution of materials by non-registered Vendors is not only incredible cheesy, it is strictly prohibited! You will be publicly shamed and humiliated if you do this at our event.

DEPOSIT & CANCELLATION POLICY

A **\$200 non-refundable deposit** is required for all registrations. Please Note: All registration cancellations and refund requests must be made in writing. A refund of the registration fee, minus a \$100 administrative fee, will be given for cancellations received by December 9, 2016. No refund will be offered after December 9, 2016. **Full payment must be received from all Vendors by December 30, 2016. Late fees may apply.**

CONSENT TO USE PHOTOGRAPHIC IMAGES

Registration and attendance at, or participation in, ASRWVA meetings, trainings, and other seminars constitutes an agreement by the attendee to ASRWVA's use and distribution (both now and in the future) of the attendee's image or voice in photographs, videos, electronic reproductions and audio tapes of such events and activities.