

2009 TCEQ Public Drinking Water Conference

August 11-12, 2009

Austin, Texas

General Exhibit Information – On August 11-12, 2009 the Texas Commission on Environmental Quality (TCEQ) will hold the Public Drinking Water Conference (PDW) at the Doubletree Hotel in North Austin. This conference is a very popular two-day conference that brings together TCEQ staff with over 700 decision makers (owners and managers of small community public water systems) to overview regulatory and compliance strategies on current and upcoming regulations. The pertinent information provided by the TCEQ speakers combined with a rare opportunity for one on one compliance sessions with TCEQ staff insures a packed house each year. This year there will be several tracks of educational sessions, plus networking time, and a select group of exhibitors.

Exhibitor participation is extremely limited and will be filled on a first come, first served basis. Exhibiting at this conference provides a unique marketing opportunity to engage small water utility decision makers in a close proximity setting. Exhibit spaces are available at \$700, \$800 and \$1,000 each. Additionally, sponsorship slots are available at \$1,000. Benefits of Sponsorship are:

- A. First choice on exhibit space (based on order of confirmation)
- B. Individual public recognition in the General Session with all attendees.
- C. Commendation on conference signage and materials.

Note: Companies can choose to be a Sponsor and not Exhibit at the conference and still receive recognition noted in B and C above.

This event will quickly fill to capacity for attendees and exhibitors so don't delay if you want to participate!
If you want to participate as an exhibitor, you must follow the steps below:

- Step 1.** Confirm by email to Steven Walden at stevenwalden@sbcglobal.net
Within the email, state your preference for zone and table number
(Locations will be assigned on a first come, first served basis)

You must confirm participation as soon as possible. Space is limited!

- Step 2.** Complete and submit the registration packet and your payment to LBJ Conference Services (see address below).

Registration and payment due no later than Wednesday, June 24, 2009.

Registration Procedures

1. Complete this form (all 4 pages).
2. Prepare check/payment made payable to:

The University of Texas at Austin

Submit the form (with payment) to the address listed at right.

LBJ- Conference Services
University of Texas at Austin
PO Box Y
Campus Mail Code E2700
Austin, TX 78713

(Federal Tax ID: 74-6000203)

**Please read and complete ALL pages of this form.
Space is limited!**

Call 512-971-7151 for more information.

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Designated Contact Information

Note: Conference listings based on information below – please print clearly.

Company Name:	
Contact Person:	
Address:	
City, State, Zip:	
Phone:	Fax:
Email Address:	
Web Address:	

Please mark (X) the options desired and place the charges in the Amount column.

Participation	Amount
Exhibit space includes one 6' table, floor length drape, 2 chairs. Approximate exhibit area floor space is 6' wide by 6' deep.	
<input type="checkbox"/> Exhibit in Zone B (DeZavala Room)	\$700
<input type="checkbox"/> Exhibit in Zone C	\$800
<input type="checkbox"/> Exhibit in Zone A (adjacent to presentation rooms)	\$1000
<input type="checkbox"/> Sponsorship (priority in Zone A, special signage and recognition in General Session)	\$2000
<input type="checkbox"/> Sponsorship – NO EXHIBIT (includes special signage and recognition in General Session)	\$1000
See Exhibitor Layout. Sign up is first come, first served. Contact Steven Walden at stevenwalden@sbcglobal.net for more information and to check availability of your selected space.	
Exhibit Booth Options (items must be requested in advance and may have limited availability)	
<input type="checkbox"/> Electrical Outlet	\$78.12 - Must be requested
<input type="checkbox"/> Ethernet Internet Connection	\$259.80 per computer
<input type="checkbox"/> Wireless Internet Connection – No charge for wireless connection in Zone C	
<input type="checkbox"/> Wireless Internet Connection Zone A - \$245.80 per computer - Must be requested	
<input type="checkbox"/> Hotel Box Handling Fee – Shipping more than 10 boxes per exhibitor - \$81.00 one time fee	
<input type="checkbox"/> Other (as arranged with Steve Walden):	
SALES TAX – 8.25% - included on ALL “Option” CHARGES, IF EXEMPT PLEASE SUBMIT FORM	
Total Due	<input type="checkbox"/> Check # _____ \$

All services requested without advance notice will incur an additional charge.

Payment: All registrations must be accompanied by payment. **Payment is by check or PO only.**

Questions: Questions about exhibiting at this conference please contact: Steve Walden Consulting, stevenwalden@sbcglobal.net , 512-971-7151

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Exhibit spaces will be placed throughout the conference space as the configuration of the building allows rather than arranged in a rigid side-by-side trade-show style. **Each exhibit space will include a 6-foot draped table and 2 chairs, unless otherwise arranged.**

Exhibit Description (REQUIRED)

Provide a description of your exhibit so that we can adequately arrange placement. Check all that apply:

- Our exhibit is a **tabletop display**. Dimensions: Height _____ Width _____ Depth _____
- Our exhibit is a **free-standing display**. Dimensions: Height _____ Width _____ Depth _____
- We will not need a table.
- Our exhibit table is generally **pushed towards back of space** and booth representatives stand in front of or beside it.
- Our exhibit table is left in line with others. Booth representatives stand or sit **behind** the table.

Walls / Banners – NOTHING may be affixed to the walls in the conference center. The best and easiest signage for this event is a tablecloth printed with your company name or logo.

Please indicate if you will have projection equipment, large monitors, etc. If you plan to use freestanding floor signage, list dimensions.

Description:

Detailed logistical information will be sent to each exhibitor as part of the confirmation process.

Please list any additional needs or questions. Some services may require an extra fee.

The exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of injury or damage to exhibitor's displays, equipment, or other property brought upon the premises of the event site and shall indemnify and hold harmless the Doubletree Hotel, Governor's Center, Texas Commission on Environmental Quality, conference partners, agents, servants and employees from any and all such losses, damages, and claims. Additionally the exhibitor authorizes conference staff to disclose business contact information, including email addresses, in the routine administration of the event. Cancellations or any change that affects the cost must be submitted in writing. Exhibit registrations cancelled after the registration deadline for this event are not refundable.

Signature verifying all information is correct and agreeing to terms stated: _____

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Exhibit Staff/Name Tags:

Please print clearly and list names as they should appear on the nametags. If addresses are the same, you may write "same" after the first one

Booth Representative #1

Name:

Title:

Company:

Address:

City/St/Zip:

Phone:

Fax:

Email:

Notes

Booth Representative #2

Name:

Title:

Company:

Address:

City/St/Zip:

Phone:

Fax:

Email:

Notes

Booth Representative #3

Name:

Title:

Company:

Address:

City/St/Zip:

Phone:

Fax:

Email:

Notes

Booth Representative #4

Name:

Title:

Company:

Address:

City/St/Zip:

Phone:

Fax:

Email:

Notes

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