



Indiana Onsite Wastewater Professionals Association 2024 Annual Conference Vendor & Sponsor Packet

DATES & LOCATION

February 20-21, 2024 (setup February 19)
Hendricks County Fairgrounds
1900 E Main Street, Danville, IN 46122

TIMELINE

Exhibit Set Up: Monday, February 19, 4:00-6:00pm *or* Tuesday, February 20, 6:30-7:30am
Show hours: Tuesday, February 20, 7:30am-5:00pm
Wednesday, February 21, 7:30am-12:00pm

NEW THIS YEAR!

Our vendor space is much larger than in the past and we've secured the opportunity to showcase vehicles and large equipment with your display. Options for vehicle/equipment space are offered at a variety of size options.

VENDOR AND SPONSOR REGISTRATION

To register as a vendor or sponsor, either complete the form in this packet and mail/email to IOWPA at the address below or register online to pay by credit/debit card.

1000 Main Street, Anderson, IN 46016
indianaonsitewastewater@gmail.com

QUESTIONS?

Contact: Julia Whitson, Executive Director
317-965-1859 | indianaonsitewastewater@gmail.com

HOTELS

Please find our list of nearby hotel recommendations online at iowpa.org

VENDOR AND SPONSOR PRICING

This year's exhibits will be hosted indoors inside of a large exhibition hall, allowing for the opportunity to display large equipment and large vehicles. Please select the appropriate size of space to accommodate your equipment/vehicle or other display. Don't hesitate to reach out if you have questions about what size will fit your team the best. Gold and silver sponsorships come with increased display space. Please see additional notes about sponsorship levels on page 3. Additionally, if you have a presentation/topic that you're interested in having the committee consider, please reach out.

Enter Pricing Here for Your Selections	Item	Early Bird Rate by 12/22	Late Rate after 12/22
	Gold Sponsor	\$2500	
	Silver Sponsor	\$1500	
	Bronze Sponsor	\$750	
	8x10 space One 6' skirted table Two chairs	\$425 member \$525 nonmember	\$500 member \$600 nonmember
	16x10 space Two 6' skirted tables Two chairs	\$650 member \$750 nonmember	\$750 member \$850 nonmember
	30x10 space Two 6' skirted tables Two chairs	\$825 member \$925 nonmember	\$850 member \$950 nonmember
	Additional Attendee	\$75 member \$125 nonmember	\$100 member \$150 nonmember
	Additional Attendee	\$75 member \$125 nonmember	\$100 member \$150 nonmember
	Additional Attendee	\$75 member \$125 nonmember	\$100 member \$150 nonmember
	Additional Attendee	\$75 member \$125 nonmember	\$100 member \$150 nonmember
	Donation to Scholarship Fund	<i>If you'd like to donate, list the amount you'd like to donate to the Ralph Reed Scholarship Fund</i>	
	Silent Auction	<i>If you'd like to donate, list the item(s) you'd like to donate to benefit the Ralph Reed Scholarship Fund</i>	
	GRAND TOTAL		

COMPANY INFORMATION

Company:

Primary Contact Name:

Name of Person Attending to Represent Company:

Address:

Business Phone:

Cell Phone:

Email:

Website:

Booth identification sign should read as follows:

We'll be bringing a vehicle for our space: Yes No

If you registered additional attendees above, please list their contact information here:

Name: _____ Email: _____
 Company: _____ Phone: _____

Name: _____ Email: _____
 Company: _____ Phone: _____

Name: _____ Email: _____
 Company: _____ Phone: _____

Name: _____ Email: _____
 Company: _____ Phone: _____

SPONSORSHIP BENEFITS

	GOLD \$2500	SILVER \$1500	BRONZE \$750
Company listed on all conference marketing materials	Level one logo	Level two logo	Company name
Company listed on IOWPA website	Level one logo	Level two logo	Company name
Company listing in pre-and post-conference e-newsletters	Level one logo	Level two logo	Company name
Company listing in pre-and post-conference magazines	Level one logo	Level two logo	Company name
Company listed on sponsor signage throughout the conference space	Level one logo	Level two logo	Company name
Exhibit Space	(3) 6' tables or equivalent space for equipment	(2) 6' table or equivalent space for equipment	X
Additional registrants	3	1	X
Company advertisement in onsite conference program (size dependent on overall program size)	✓ - full-page	✓ - half-page	X
Verbal acknowledgment and on-screen thank you at opening sessions	✓	✓	X
Opportunity to include giveaways in registration packets	✓	X	X

FACILITY RULES & REGULATIONS

Full payment is due with registration. Booths not paid in full by January 21, 2024 will be subject to resale.

These rules and regulations constitute a bona fide part of the contract for space. IOWPA reserves the right to render all interpretations and decisions, should questions arise, and to establish further regulations as may be deemed necessary to the general success and wellbeing of the exhibit. Decisions and interpretations of these rules and regulations shall be the decision of IOWPA and accepted as final in all cases. Registration and payment for exhibit space acknowledges agreement to Rules and Regulations.

1. Applications for exhibit space are to be submitted to IOWPA with payment for the full booth price prior to January 21, 2024.
2. All valid exhibit space applications will be assigned on a "first come, first served basis". IOWPA reserves the right to decline or prohibit any exhibit which in its judgment is out of keeping with the character of the show. This reservation being all-inclusive as to persons, things, printed matter, products and conduct.
3. No exhibitor can assign, sublet or apportion his space in whole or in part, nor exhibit any products or services other than those manufactured or handled in the normal course of business.
4. It is expressly understood and agreed by each and every contracting exhibitor and their agents that neither IOWPA nor its representatives or contractors shall be liable for loss or damage to the goods or properties of exhibitors. At all times such goods and properties remain in the sole possession and custody of each exhibitor.
5. It is mutually agreed that it is the duty and responsibility of each exhibitor to install his exhibit before the opening of the exhibition and dismantle his exhibition immediately after the close of the show. Any freight/shipping needs must be discussed and arranged prior to the show. If needed, contact IOWPA for assistance.
6. It is the exhibitor's sole responsibility to load and unload all exhibit items.
7. Nothing shall be posted on, or tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the building.
8. All vehicles, trucks, and/or boats on display for an event must have the battery cables disconnected and the cables taped off. The gas tank must contain less than 1/4 tank of gas or 5 gallons, whichever is less, and the cap must be locked or else taped shut. Plastic and/or cardboard must be placed under vehicles, trucks, boats, and trailers and the tires when displayed in the exhibit hall. No spraying of silicon allowed inside the facility.
9. Exhibitor agrees to protect, save and keep the IOWPA, and its agents forever harmless from any damage of charges imposed for violation of any law or ordinance, whether occasioned by the exhibitor or those handling under the exhibitor, as well as to strictly comply with the applicable terms and conditions contained in this agreement between the facility and IOWPA regarding the exhibition premises. And, further, exhibitor shall at all times protect, indemnify, save and keep harmless IOWPA and the facility against and from any loss, cost damage, liability, or expense arising from or out of or by reason of accident or other occurrence to anyone, including exhibitor, its agents, employees and business invitees, which arise from or out of or by reason of said exhibitor's occupancy and use of the exhibition premises or a part thereof.
10. Security is not provided.