



23rd ANNUAL PUBLIC WORKS EXPOSITION

November 6 - 7, 2019

APWA Invites you to Participate as an Exhibitor

Get your company's goods and services in front of over **700 people** in two days. Where else can you do that? You are invited to participate as an exhibitor at our 23rd Annual Public Works Exposition. Some of the conference specifics include:

- ✓ 25-40 educational presentations to draw your customers covering diverse topics associated with public works
- ✓ Lunch, breaks, and prize drawings in the exhibit area with MAXIMUM client interaction
- ✓ Located at the City of Richmond Auditorium with easy access via BART and I-580
- ✓ Electrical service and ability to bring in medium size display equipment (space available for outside equipment displays also)
- ✓ Continuous slide show with exhibitors' logos and info running during 2-day conference
- ✓ Over 700 attendees last year from public agencies over the two days
- ✓ Direct interaction between you and Public Works Directors at the Round Table event

A consortium of professionals from associations, cities, and counties will be present at the Annual Public Works Exposition to learn more about the latest procedures, products and issues in areas such as:

- ✓ Street maintenance and repair,
- ✓ Engineering, management, and career advancement topics,
- ✓ Creek, stream, stormwater quality and environmental issues,
- ✓ Legislative mandates and updates; and
- ✓ Sustainability

Attendees include a mix of everyone in the public works field including PW Directors, superintendents, supervisors, engineers, field personnel, technicians and inspectors representing agencies, utilities and consultants.

An important mission of our APWA chapter is education. This conference fulfills that mission.

ONLINE EXHIBITOR REGISTRATION is open now until June 15 to **returning 2018 Exhibitors only**, after which we will open registration to everyone. ALL exhibit space sold out last year and there was a waiting list. If you are not registered by June 15, we cannot guarantee you a spot at this year's event. **Register NOW!** See additional details on next page.

Please review the enclosed exhibitor registration packet and register online at [Northern California APWA Events](#) Website. Registration for exhibitors is ONLINE Only.

Thank you for your continued support,

Ed Sintak

CSG Consultants, Inc.
2019 Exhibitor Co-Chair
ed@csgengr.com

Austin Cantalini

Precision Concrete Cutting
2019 Exhibitor Co-Chair
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Exhibitor Information

Dates: Wednesday November 6 and Thursday November 7, 2019

Location: City of Richmond Memorial Auditorium, 350 Civic Center Plaza, Richmond, CA 94804.
Easy access from I-580 and BART.

Exhibit Space Details: 35 booths maximum, each 10' wide by 6' deep, space is TIGHT. Please do not bring oversize booths or equipment that can not fit in the above dimensions. 110 volt electric service is available to each booth upon request. **Please provide your own extension cords.** Exhibit area is at ground level. One table and two chairs will be provided.

**** New this year, the opportunity to run a demonstration or equipment showcase outside the auditorium at no additional cost. Time will be limited so please indicate your interest on the registration form. First come, first served ****

Hours*:

Early Set-Up:	Tuesday November 5 -- 2:00 pm to 4:00 pm SHARP	
	Wednesday November 6	Thursday November 7
Inside Set-up:	6:30am - 7:00am	
Exhibit hours:	7:00am - 4:00pm	7:00am - 1:00pm (Break down following lunch ok)
Breakfast/Register:	7:00am - 8:00am (No seminars)	7:00am - 8:00am (No Seminars)
Lunch:	12:00pm - 1:00pm	12:00pm - 1:00pm
Door Prizes:	2:30pm - Raffle Prizes	3:30pm - Raffle Prizes
Tear Down:		After lunch or raffle prizes on Thursday

* Times may vary slightly from this schedule

Lunch and break refreshments (complimentary for you) will be served on the exhibit floor to promote maximum interaction among exhibitors and attendees. Your exhibit is expected to be operational/attended until after lunch on Thursday. Tear down allowed following lunch on Thursday. To increase client contact, exhibition-only times will occur during morning registration, breaks, lunch, and at the end of each day. Drawings for door prizes, provided by exhibitors each day, will increase the excitement in the exhibit area. Exhibitors may place drawing containers on their tables, but prizes will be given out by APWA Staff at the end of each day.

Booth Assignment and Priority System

Due to annual sell-out of all booth spaces, the following will be implemented:

- Priority registration for 2018 exhibitors - Register and **pay by June 15, 2019**
- General exhibitor registration opens June 15, 2019 - Register and **pay by July 15**, for inclusion in printed material.
- Late Registration – After September 2nd price increases \$200 -- NO exceptions.
- Your specific booth location will be assigned the night before the conference.

Cost for Booth Space

Each exhibitor booth space costs \$1,100, (\$1,300 if paid after September 2, 2019 – NO exceptions), which includes full registration for both days for one (1) person.

Additional Booth Attendees

Additional exhibitor registrants. Additional personnel that will attend/sit at the booth will be charged as per this table.

	Early Bird (Ends Oct.6 th)	After Oct 6th
One Day Registration (Wed or Thursday)	\$100/day	\$125/day
Two Day Registration (Both Wed and Thurs)	\$150	\$225

Please note – all attendees, even if “just visiting” a booth, must be registered at the above rates. Registration includes meals.

Outside Equipment

Upon approval, an inside vendor may place a single piece of equipment outside at the curb for demonstration or display purposes.

Additional Rules

1. Booth space – all activities shall be limited to your booth area. Please be considerate of others.
2. Literature – Only exhibitors that have paid may distribute promotional materials at the event.
3. Safety – Each exhibitor is responsible for the safe operation of their equipment. Fire safety and facility regulations must be observed.
4. Noise – Exhibitors shall not operate equipment that is disruptive to other booths.
5. Lighting Displays must be angled in ways not to blind other vendors and attendees.
6. Set-up/Tear-down – Exhibitors are required to set-up and tear-down only during designated times to avoid disruption to other vendors and to be fair to attendees.
7. Refund Policy – Refund of half the exhibition fee can be requested up to 60 days before the event. No refunds will be given if requested within 60 days of the event.
8. **Paid additional person registrations are non-refundable.**
9. Raffle Prizes – Each day wraps up with a raffle drawing. Exhibitors are **HIGHLY** encouraged to provide raffle prizes, \$25- \$100 per exhibitor per day is the NORM. Each prize drawing is announced with the name of the company that provided it. Attach your business card to the prize.
10. Hold Harmless – Exhibitor agrees to hold APWA harmless from damage to equipment or injury to exhibitor or other participants. We cannot guarantee attendance numbers.
11. Parking – Abundant parking for exhibitors and attendees is available.

Register online at [Northern California APWA Events Website](#) . Final details will be sent to registered vendors in mid-September.

Why register early? Upon receipt of payment your company name will be added to conference promotional material. Conference schedules will be printed by August 1, 2019. Information about exhibitors who register after July 15th will be added to the program as an additional page at the event.

For more information, contact: John Mercurio or Mimi Tse Lai
Chapter Administrator
E-mail: apwanorcal@gmail.com
(510) 932-3203

OFFICE USE:	
EXHBT BOOTH:\$ _____	ADTNL REPS:\$ _____
AMOUNT PAID:\$ _____	PAYMENT DUE:\$ _____
PAY TYPE: _____	ORDER #: _____
DATE PAID: _____	

APWA PW CONFERENCE - EXHIBITOR REGISTRATION FORM

PRIORITY EXHIBITOR REGISTRATION: PAYMENT AND APPLICATION DUE PRIOR TO JUNE 15, 2019.

Exhibitor \$1,100 (Includes 1 booth attendant)

GENERAL EXHIBITOR REGISTRATION: PAYMENT AND APPLICATION DUE PRIOR TO SEPTEMBER 2, 2019.

Exhibitor \$1,100 (Includes 1 booth attendant)

LATE EXHIBITOR REGISTRATION: PAYMENT AND APPLICATION RECEIVED AFTER SEPTEMBER 2, 2019

Exhibitor \$1,300 (Includes 1 booth attendant)

(*Indicates mandatory information for registration and some information will be included in the “Exhibitors Roster” in the Conference Program for advertising!) **This form must be submitted as a typed Word or pdf document.**

*Company Name: _____

*Registration Contact Person: _____

*Booth Attendant: _____

*Address: _____ *City/State/Zip: _____

*Company Web address: _____ *Contact’s Phone: _____

*E-mail: _____

Additional Representatives (If applicable):

Additional Fees

Additional Registrant: _____ WED OR THURS (circle one or both) \$ ____ + \$ ____ = \$ ____

E-mail: _____

Additional Registrant: _____ WED OR THURS (circle one or both) \$ ____ + \$ ____ = \$ ____

E-mail: _____

I will contribute a door prize(s): **Yes** or **No** (Please check one.)

Exhibitor Promotional Opportunity

****Important:** Please provide a company logo and **no more than** ten (10) PowerPoint slides highlighting your company's product or service. **The sooner we get these the sooner we add you to our website and e-blasts for advertising.** PowerPoint slideshows will run on the screen in the exhibit hall during the entire 2-day event. Email to: apwanorcal@gmail.com ASAP, BUT NO LATER THAN October 6th, 2019.

Accommodations:

For accommodation information check the APWA website for the most up to date information.

Complete the Exhibitor Registration Form, include a check made out to APWA Northern California Chapter and mail to:

APWA Northern California Chapter, Mimi Tse Lai, PO Box 552, San Ramon, CA 94583
