

2010

MICHIGAN WATER ENVIRONMENT ASSOCIATION BIOSOLIDS COMMITTEE CONFERENCE VENDOR AND SPONSOR LETTER

Vendors, Exhibitors and Sponsors,

Thank you for your commitment to be a part of the 2010 Biosolids Conference: “**Biosolids and Money: Going Green/Saving Green**” held at the Crowne Plaza, 5700 28th Street SE, Grand Rapids, MI 49546-6904, ph #888-444-0401 on March 16th and 17th 2010. Once again, we will be hosting tours and a dinner reception on the first day, followed by presentations on the second day. We are excited about your participation in providing diverse and informative products and information to the attendees.

Please see the attached contract for the various Sponsorship and Exhibitor levels. The contract is also available on the MWEA website at www.mi-wea.org. To register to be an exhibitor /or sponsor, you can complete & send in the attached contract OR register on the MWEA website. Some of you have already committed verbally, but we ask that all vendors register online or return the completed contract with payment no later than **February 26, 2010** to reserve your space.

Exhibitors: We will provide a skirted table and a 120v electrical outlet. If you do not require either of these or have an additional need, please let us know with the submission of your contract.

Sponsors: We will include your company name in *MWEA Matters* if you return your contract or register online no later than **November 20, 2009**. To have your company name displayed in the Conference Brochure please return your contract or register online no later than **December 11, 2009**. Please note: Payment can follow but you must register online or return your contract to the MWEA Office by the due dates above. In addition, a professionally-made sign listing the Sponsors and Exhibitors will be on prominent display during the conference. Please provide your company logo to the MWEA office at mwea@mi-wea.org no later than **December 11, 2009** to be included in the Conference Brochure, or by **February 26, 2010** to be included on the signage.

Exhibitors can set up their booths on March 16th between 8:00 am and 5:00 pm. at the Crowne Plaza. A light lunch will be served at noon and the tours begin at 2:00 pm. A dinner reception will also be held in the vendor area starting at 6:00 p.m. that evening. The presentations will begin on March 17th with booth tear down after 4:00 pm on March 17th.

If you have any further questions you can contact:
MWEA 517-641-7377, mwea@mi-wea.org
Scott Kafka 517-545-2500, scottk@hamlettenvironmental.com
Steve Mahoney 517-241-2508, mahoneys@michigan.gov

EXHIBITOR/SPONSOR CONTRACT

2010 BIOSOLIDS CONFERENCE

Michigan Water Environment Association
PO Box 397 Bath, MI 48808 www.mi-wea.org
517-641-7377 or fax: 517-641-7388 mwea@mi-wea.org

I hereby contract with the Michigan Water Environment Association (MWEA) to participate in the Biosolids Conference being held March 16 and 17, 2010. I agree to pay the exhibit fee checked below and I agree to all of the terms of the Liability and Responsibility Clause as stipulated. The fee paid includes the dinner reception and 2 day Conference including lunch both days, for 1 person. Additional representatives must pay according to the categories below.

In signing the Exhibit Contract, the exhibitor agrees to assume the entire responsibility and liability for loses, damages and claims arising out of injury or damage to exhibitor's displays, equipment and other property brought upon the premises of the Crowne Plaza, and shall indemnify and hold harmless the MWEA and the Crowne Plaza and its agents, servants and employees for any and all such losses, damages and claims.

The exhibitor also agrees that the MWEA and the Crowne Plaza will not be responsible for any injury loss or damage that may occur to the exhibitor, the exhibitor's employees or property or to any other person prior during or subsequent to the period covered by the Exhibit Contract provided said injury, loss or damage is not caused by the willful negligence or wrongful act of an employee of the Crowne Plaza and agrees to expressly release the MWEA and the Crowne Plaza against any and all claims for such injury, loss or damage.

It is mutually agreed that it is the duty and responsibility of each exhibitor to install their exhibit before the opening of the exhibit and to dismantle it immediately after the close of the Conference.

SPONSORSHIP LEVELS (Please check the appropriate level)

_____ \$500 Sponsor/Exhibitor – Includes Conference registration for 1 person, 10'x10' booth space, Company name on sponsorship sign during the Conference (Company name in *MWEA Matters* if submitted by **November 20, 2009** and in the Conference Brochure if submitted by **December 11, 2009**).

_____ \$300 Sponsor Only – Includes Conference registration for 1 person, Company name on sponsorship sign during the Conference (Company name in *MWEA Matters* if submitted by **November 20, 2009** and in the Conference Brochure if submitted by **December 11, 2009**).

_____ Number of Additional Conference Attendees (\$150 each).

EXHIBITOR LEVELS (Please check the appropriate level)

_____ \$300 – Includes Conference registration for 1 person and 10'x10' booth space.

_____ \$200 NON-PROFIT – Includes Conference registration for 1 person and 10'x10' booth space.

_____ Number of Additional Conference Attendees (\$150 each).

Each person registered will receive 2 drink tickets for the reception on March 16th.

TOTAL AMOUNT: _____.

Circle Payment Methods: Check (Mail to MWEA office – address below) OR Credit Card

Card Type: ___ Visa ___ MasterCard ___ American Express

Card#: _____ Expiration Date: _____ Signature: _____

Billing Address on Credit Card:

(Street) _____ (City) _____ (Zip) _____

Return signed contract and mail to: MWEA, PO Box 397, Bath, MI 48808

Individual and Company Name of attendee(s):

Please complete the reverse side of this form.

We agree to the terms and conditions specified above:

(Print Name and Title)

(Company Name)

(Mailing Address)

(City, State and Zip)

(Telephone)

(Email Address)

Signed by: _____ **Date:** _____

Additional Needs: _____
