

# CONTRACT FOR TABLETOP EXHIBIT SPACE



PLEASE PRINT all information on form  
Keystone Water Conference H<sub>2</sub>O<sub>20</sub> • State College, PA • May 3-6, 2020

## Company Information - The following information will be published in the On-Site Conference Program.

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Email: \_\_\_\_\_  
Phone: \_\_\_\_\_ Website: \_\_\_\_\_

## Contact Information - This is the person to whom all information will be sent.

Contact Person: \_\_\_\_\_ Phone (if different than above): \_\_\_\_\_  
Email: \_\_\_\_\_  
To qualify for Member rate, provide name of employee who is a PWEA or PA-AWWA Member: \_\_\_\_\_

## Tabletop Space Fees

Includes one 5-foot x 30-inch table, two chairs, electric, plus complimentary registrations for two booth representatives and the option to add two additional representatives at the discounted exhibitor rate of \$300 each. There will be three (3) feet of space between the tables. No pipe & drape. No space for free-standing floor displays. Displays are limited to what can fit on the table.

Vendor Representative Registration Forms will be provided with your space confirmation.

	Member	Non-Member	Quantity	Total
Tabletop Space (in Hotel Break Areas)	\$1175	\$1525	_____	\$ _____
Outside Space (must purchase indoor space)	\$300	\$400	_____	\$ _____
<b>Total Due for Exhibit Space \$</b>				_____

## Preferred Location:

List in order of preference: 1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

First Floor Break Area:

Table A B C D E F G H I J K

Second Floor Break Area:

Table L M N O P Q R S T U V

Space will be assigned in the order of when fully paid contracts are received. Every effort will be made to grant your space request; however, specific requests cannot be guaranteed.

## Exhibit Hall Bingo Participation

RESERVE YOUR SPOT NOW! Exhibitors wishing to participate will pay a fee of \$25, which will be used to purchase gift cards for prizes. Conference attendees who want to play are required to visit all participating vendor booths. SPACE IS LIMITED, AND IT IS FIRST COME, FIRST SERVED!

I want to participate - add \$25 to my fee

## Logo Displays

There is no charge for exhibitors to have their logos displayed on the large screen in the Exhibit Hall. Logos should be emailed in high resolution JPG format to cindyrock@pwea.org no later than April 3rd.

I want to participate. I will email my logo by April 3rd.

## Agreement

By signing this Contract, I acknowledge that I am authorized to represent the Company noted on this Contract. I/we agree to abide by all PWEA Policies as outlined within this prospectus and to the Rules & Regulations for Exhibiting. **Booth cancellations received in writing on or before March 31st, will receive a full refund less a \$250 processing fee. Cancellations received after that date, will not receive a refund.**

Signature: \_\_\_\_\_

## Method of Payment:

Check (payable to PWEA)

Total Due: \$ \_\_\_\_\_

Credit Card payments must be made online

After we receive this form, you will be sent a confirmation email. There will be a link at the bottom of that email which will take you to the online payment screen for credit card payments.

Register online or send completed contract with full payment to:

PWEA  
PO Box 61  
Blossburg, PA 16912

Fax: 570-549-2221  
Phone: 570-549-2204  
Email: cindyrock@pwea.org

**Tabletop contract must be received by  
March 16th to guarantee inclusion in  
the On-Site Conference Program.**