



Dear Exhibitors:

It's not too early to start thinking about reserving exhibitor space for the **2010 Arizona APWA/AzRC Statewide Conference**. The Conference provides a great opportunity for consultants and suppliers of materials and equipment in the public works arena to showcase their companies. Our partnership with the Arizona Recycling Coalition was a great success in 2009 and we are pleased to announce the continuation of this partnership in 2010. This year's conference is returning to the downtown Phoenix Convention Center on August 2nd and 3rd.

Log on to the Arizona APWA's website event page at <http://arizona.apwa.net/events/6159/> for registration information and to reserve exhibition space for this year's conference online.

Reserving your space:

- Simply review the exhibition map, select your preferred exhibitor space location, complete the requested information, and payment method to reserve your space.

Finalize your reservation:

- Download registration forms and email to azapwa@cox.net or mail to:
Arizona Chapter APWA
P.O. Box 10337
Phoenix, Arizona 85064-0337
- Exhibitors paying by check must make checks payable to the "Arizona Chapter APWA" (this includes both Arizona APWA and AzRC exhibitors). Checks MUST accompany registration forms and be mailed to the address listed above.
- Each company exhibiting at the conference MUST provide a certificate of insurance with their exhibitor registration form. The certificate must name APWA, AzRC and the City of Phoenix as the holders of the certificate (\$1M individual / \$2M aggregate).
- Your selection becomes final only upon receipt of completed forms and certificate(s) of insurance (and payment if paying by check).

Exhibitor spaces are allocated on a first come first served basis utilizing the on line reservation date or received date for registrations by mail. Acceptable methods of payment are checks, Mastercard and Visa only (sorry no American Express). Exhibitor spaces reserved on line pending payment by check will be held for a maximum of 14 calendar days from the date of reservation. Exhibitor space reservations will be forfeited and become available to new registrants if Arizona APWA does not receive payment as prescribed.

Exhibitor spaces are 10'x10' located in the Exhibition Hall G. Each space includes a carpeted free standing display area with a skirted table (6 foot or 8 foot), two chairs, and a garbage receptacle. Recycling containers are located throughout the Phoenix Convention Center. The exhibitor display room will be secured each night. **Insurance for loss or theft is not provided by APWA or the Phoenix Convention Center. The cost of electrical connections will be the responsibility of each exhibitor. Order forms for electrical needs will be included in the Show Package provided by US Expo. The Show Packages will be distributed in early July approximately one month prior to the event.**

All conference breaks and door prize drawings will be held in the Exhibition Hall allowing your company to receive the maximum exposure to our conference participants. The Phoenix Convention Center can accommodate space requirements for large equipment or display vehicles as needed. Space allocations for vehicles, trailered materials, equipment or other special Convention Center needs must be coordinated with Scott Eisenfeld at 520-881-4546.

Pricing deadlines are as follows:

| | |
|--|---------------------------------|
| Current APWA or AZRC Members: | 10'x10' Exhibition Space |
| On or before 5:00 p.m., Friday, May 28, 2010 | \$1,100 |
| After May 28, 2010 | \$1,150 |
| Non Members: | |
| On or before 5:00 p.m. on Friday, May 28, 2010 | \$1,200 |
| After May 28, 2010 | \$1,250 |

Exhibitor registrations will be accepted until July 16, 2010 or until all spaces are sold.

Note: Membership pricing is subject to verification of membership status by APWA or AzRC. Prices include conference registration for two individuals but do not include lodging.

The exhibitor registration fee includes full registration with all conference meals for two registrants. A Trade Show pass is available for \$35 per day for persons desiring to attend only the Trade Show portion of the conference held in the Exhibition Hall G or for exhibitor representatives in excess of the two full registrations included in the exhibitor fee. This pass excludes all meals and access to technical sessions. Individuals desiring to participate in meals or technical sessions must register separately and pay the required fees. Attendee registration forms for the conference will be available online at <http://arizona.apwa.net/news/current/statewideconference/>

| EXHIBITOR EVENT SCHEDULE | | |
|--------------------------|--|---------------------|
| Date | Event | Time |
| Sunday | Exhibitor Move-In | 1:00 pm to 6:00 pm. |
| Monday | Exhibitor Move-In | 7:00 am to 8:30 am |
| Monday | Trade Show Grand Opening | 9:00 am to 10:00 am |
| Monday | Trade Show (Day 1) | 9:00 am to 4:30 pm |
| Monday | Networking Reception and Comedy Theater | 4:30 pm to 6:30 pm |
| Tuesday | Trade Show (Day 2) | 7:00 am to 4:00 pm |
| Tuesday | Exhibitor Move-Out (After Isle Carpet Is Removed) | 4:30 pm |

Exhibitor displays are intended to be informational and educational. Monies received from exhibitor registrations are used to support this conference and other local APWA and AzRC programs. APWA and AzRC are non-profit organizations.

If you have any questions, please contact Scott Eisenfeld using the information listed below:

Scott Eisenfeld
 Office: 520-881-4546
 Fax: 520-795-1822
 Email: seisenfeld@glhn.com