

2004 Environmental Training Institute for Small Communities
July 27 – 30, 2004
Morgantown, West Virginia
Sponsored by the National Environmental Training Center for Small
Communities

EXHIBITOR APPLICATION

ORGANIZATION INFORMATION

Organization Name (As it should appear in print):

Executive Director:

Organization's E-mail:

Street Address:

City:

State:

Zip Code:

Phone: ()

Fax: ()

Website:

EXHIBITOR FEES: This fee includes exhibit space, presentation/ demonstration time and refreshment breaks. Two organization representatives may attend "An Evening with Exhibitors Reception," the Networking Luncheon and the cookout at no additional cost. *(Please check one):*

- Private Industry / For-profit Organization - \$350
- Professional Organization - \$200
- Government Agency - \$200
- Not-for-Profit Organization - No Fee

EXHIBITOR PARTICIPATION IN COURSES: Organization representatives interested in attending courses throughout the week will be assessed a special registration fee of \$200 per person. Maximum two representatives. Early-bird and Regular participant registration fees apply for additional representatives. Institute program brochures and pre-registration forms will be mailed separately to the Exhibit Contact Person.

Our organization representatives plan to attend courses:

- Yes
- No
- Not determined at this time

EXHIBITS BY INSTITUTE CO-SPONSORS: Our organization is an official Institute Co-Sponsor Yes No
(Please see the Co-Sponsor Agreement for exhibit details and fees.)

Please make checks payable to: WVU Research Corporation

EXHIBIT CONTACT PERSON

Name:

Title/Position:

Street Address:

City:

State:

Zip Code:

Phone: ()

Fax: ()

Email:

Other Exhibit Staff: (please list all that will be attending):

APPLICATION DEADLINE: July 8, 2004

PRESENTATIONS AND DEMONSTRATIONS —A NEW OPPORTUNITY

Exhibitors will have the opportunity to formally present products and services during the Small Community Needs and Solutions Forum scheduled Wednesday afternoon, July 28, 2004, from 2:15 to 5 p.m. The session title, description and presenter will be posted on the NETCSC website and included in the Institute Program that is distributed to each participant as they register. "An Evening with Exhibitors Reception" will follow the Forum. The reception is scheduled from 5 to 7 p.m. in the Exhibit Hall. Please check the area you plan to participate in:

 Tech Talks: This session features available water and wastewater treatment technologies for use in small communities. A series of 20-minute presentations by manufacturers will be offered in a classroom area in the Exhibit Hall on Wednesday afternoon and evening. Please complete and return the enclosed Intent to Present form.

 Demonstration: Exhibitors are encouraged to offer interactive activities, demos and hands-on experiences at your booth throughout the Institute. Specific time will be allotted to actual demonstration of software, technology and equipment on Wednesday afternoon. Please complete and return the enclosed document Intent to Present form.

Please check all that apply:

- At the Exhibit Booth at a specific time on Wednesday afternoon
- Outdoor space will be required Wednesday afternoon
- At the Exhibit Booth throughout the Institute

PARTICIPANT AGREEMENT

PLEASE READ THE FOLLOWING CAREFULLY AND SIGN/DATE BELOW

Please note that promotion of a specific manufacturer's product, process, or technology is limited to the Institute Exhibit Hall, Wednesday afternoon presentation period, social and networking events. Discussions of a promotional nature MAY NOT be initiated during Institute training sessions or tours. NETCSC reserves the right to enforce this Participation Agreement, as well as the right to refuse contributions and /or limit/select sponsorship and exhibits. Please note that the program for the Institute is subject to change. Visit NETCSC's website at www.netc.wvu.edu for up-to-date information regarding the Institute.

The contents of the program, sponsorship, participation, exhibits, or the mention of trade names, commercial products or companies does not necessarily reflect the views and policies of the U.S. EPA, nor does it constitute or imply endorsement by the NETCSC, West Virginia University, the Office of Sponsored Programs, or other sponsoring agencies.

CANCELLATION POLICY: Notice of cancellation is required in writing and must be received by July 15, 2004 to be eligible for a refund. A cancellation fee (20% of total payment) will be retained on all cancellations. No refunds will be given after July 15, 2004. Exhibitors canceling after July 15, 2004, and exhibitors who fail to attend are liable for full fees.

AUTHORIZED REPRESENTATIVE SIGNATURE:

DATE:

Please return this document to:

Scott Freudenburg
Exhibit Hall Coordinator
National Environmental Training Center for Small Communities
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Morgantown, WV 26506-6064
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Fax: (304) 293-3161
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Web site: www.netc.wvu.edu