



EXHIBITOR REGISTRATION PACKET

2018
Management & Technical Conference

October 17-18, 2018

Golden Nugget
Huron Avenue & Brigantine Blvd.
Atlantic City, NJ 08401



Designed by TownMapsUSA.com

Exhibitor Information Packet

About the New Jersey Water Association

The New Jersey Water Association (NJWA) is a statewide, non-profit association of water and wastewater service providers. We work with, and provide education for, operators, managers, engineers and all others who are responsible for the production and delivery of safe drinking water, and the collection and proper treatment of wastewater throughout the state.

Our extensive training program provides half-day and one-day seminars that are conveniently located for water professional throughout New Jersey. We cover a wide variety of subjects that focus on the technical, managerial and financial knowledge and skills necessary for efficient system management and operation.

For More Information

The NJWA website address is www.njwater.org. This site contains information about NJWA membership, governance, activities and events. Complete information on the 2018 Annual Conference is also available on the website.

NJWA MISSION STATEMENT:

“To enable our water and wastewater membership to safeguard the health of their users by providing leadership and professional services.”

Why Exhibit with the NJ Water Association?

Our 2018 conference will provide excellent opportunities for you to present your products and services directly to the people who use them and who make purchasing decisions.

In addition, the NJWA conference provides opportunities to:

- *Network with agency representatives, system managers and operators*
- *Attend regulatory training sessions which will help you anticipate future industry needs*
- *Increase your prominence and demonstrate your expertise by instructing*
- *Enhance your brand exposure by becoming a Gold Sponsor, or by sponsoring one or more of our conference events.*

If your company is not already a member of the NJWA, we encourage you to join!



Exhibitor Registration Information



Attendance Profile

Our 2017 Conference was a great success. We had over 350 in attendance, which included licensed operators, managers, regulators, board members and industry representatives.

Exhibitor Profile



We welcome all exhibitors. Typically, NJWA conference exhibitors are representatives of public and private corporations, and Federal and State agencies. Our exhibitors sell water and wastewater equipment and supplies, and provide professional services related engineering, utility management, data management, legal services and funding.

Instructor Profile



The New Jersey Water Association Annual Management and Technical Conference is a premier training forum for water and wastewater industry operators, managers and decision makers. We invite professional presentations on all industry-related topics. To request an opportunity to present, simply fill out and submit the Call for Presentations application below.

Water/Wastewater Professionals



www.NJWATER.org

Exhibitor Registration Information



Hotel Information

The 2018 NJWA Management and Technical Conference is being held at the Golden Nugget in Atlantic City located at Huron Avenue and Brigantine Boulevard, Atlantic City, NJ 08401.

NJWA has reserved a block of rooms at the rate of \$71.00 per night (not including tax & resort fees). To receive this rate, we recommend that you make your reservation as soon as possible.

To make your reservation via phone, please call: 1-800-777-8477.
*Please specify that you are attending the New Jersey Water Association Conference and use **Group Code ANJW18**.*

Hotel Parking

The hotel provides valet parking and self-parking

Exhibit Hall Space

Standard Registration will include the following for one (1) representative:

- ... (1) Six (6) foot skirted table with chairs*
- ... Electric outlet*
- ... Seating for all meals and events*
- ... Listing in Conference Program*
- ... Copy of final registration list*

Registration Fees: NJWA Members—\$600.00 - Non-Members—\$1200.00

Additional representative fees: \$200.00 each

Second Table with one (1) additional representative can be purchased at the rate of - \$450.00

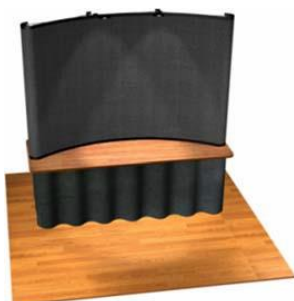


Exhibit Booth Number Assignments

*Exhibit booth space will be assigned on a first-come, first-served basis **except for Gold Sponsors**.*

Exhibit Hall Setup and Teardown

The Exhibit Hall will be available for setup at 3:00 pm on Tuesday October 16, 2018. The Hall opens 6:30 am on Wednesday October 17, 2018. Most tables are unreserved.

Gold sponsors will have the reserved tables of their choice.

Teardown of exhibit tables will be from 1:00 pm to 3:00 pm on Thursday October 18, 2018.

Shipping

The hotel is not equipped to handle the shipment of drayage items individually. Exhibit items need to be shipped directly through a drayage company.

Insurance

An exhibitor shall carry its own insurance. NJWA and Golden Nugget Atlantic City assume no responsibility for the safety of the properties of the exhibitor, its officers, agents, or employees from theft, damages by fire, accident, or any other cause whatsoever, and the exhibitor expressly agrees to save and hold harmless NJWA, Golden Nugget Atlantic City and their respective management, agents, and employees from injuries or damage to exhibitor, its agents, employees, persons, and/or properties in connection with the exhibitor's use of the exhibit space.

Awards Luncheon

The NJWA Annual Awards Luncheon will be held on Wednesday October 17, 2018.

Your registration fee includes a seat at the luncheon.

Cancellation Policy

There will be NO refunds after September 15, 2018.

If you have any questions or concerns, you may reach us through our office at 609.242.7111 or via email: info@njwater.org

Thank you! We hope to see you there!





INFORMATION & GUIDELINES FOR PRESENTERS

General Guidelines

The New Jersey Water Association Annual Technical Conference is the premier training forum for water and wastewater industry operators, managers and decision makers in the State. The Association invites professional presentations on all suitable topics related to the industry. Class descriptions, instructor biographies and contact information will be printed in the Conference Program. Eligible classes will be assigned New Jersey Technical Contact Hours (TCH) Operator Certification Credits. Most classes are scheduled for 30-60 minutes. Instructors should be prepared to begin their class on time and fill the entire block allotted. Questions from the attendees are encouraged. NJWATER reserves the right to accept or reject any proposed class or instructor.

Class Title

The title for your presentation should be a concise, straightforward description of the primary content of the class. Avoid long or complex class titles.

Class Description

The class description will be printed in the conference program, and should give attendees an overview of the major topics of your class. Descriptions should be between 75 – 100 words. Longer descriptions may be submitted, but will be edited due to space constraints. Electronic submissions are required. Please email your description to info@njwater.org

Instructor Biography

The instructor biography will be printed in the conference program, and will be used when we introduce you. The biography should give attendees an overview of your relevant experience. Biographies should be between 75 – 100 words. Longer biographies may be submitted but will be edited due to space constraints. Electronic submissions are required. Please email your biography to info@njwater.org

Handouts / Materials

If you choose to provide materials, you should plan to make 35 – 50 copies. Conference attendees are free to select the classes they wish, so actual attendance may be more or less. If you have more participants than materials, you may pass around a sign-up sheet and NJWATER will mail or post copies of your materials after the conference.

Class Procedure

Your classroom will be set up according to the audiovisual requirements you indicate on the Instructor Information Form. All classrooms have a projection screen and a microphone. Your presentation will be introduced by a conference host, likely a NJWATER staff member. This person will also pass around a class sign-in sheet, and evaluation forms. Please remind participants to fill out evaluation forms at the end. Any questions or requests regarding certification credits should be referred to a NJ Water representative employee.



2018 Annual Management & Technical Conference
October 17-18, 2018
Golden Nugget, Atlantic City, NJ

CALL FOR PRESENTATIONS APPLICATION

Please type or print application. *Presentations cannot directly promote a particular company and/or product. Corporate logo on slides and presentation materials is permitted. Submitting a subject proposal does not guarantee assignment.*

Check which category best describes your presentation:

_____ Water Treatment Plant Operations _____ New Technologies
_____ Wastewater Treatment Plant Operations _____ Utility Management

PRESENTATION TITLE: _____

PRESENTER NAME: _____

COMPANY: _____

ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ FAX: _____

Briefly describe the topic to be covered: _____

Learning Objective: _____

The amount of time requested for your presentation: 30 min 45 min 1 hour

Will you have handouts for this presentation? Yes No

Electronic Submissions preferred. Please return this form to:

officemanager@njwater.org

New Jersey Water Association
505 US Highway 9
Lanoka Harbor, NJ 08734-2236
Phone: 609-242-7111 Fax: 609-242-7112



505 US Highway 9, Lanoka Harbor, NJ 08734-2236 / Phone: 609.242.7111 / Fax: 609.242.7112 /Email: info@njwater.org /Website: www.njwater.org

Join the NJWA. Register your business as an Associate Member for 2018!

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Company Website: _____

Primary Contact Person: _____ Title: _____

Primary Contact Email: _____ Primary Contact Phone: _____

List Additional Representative(s) from Your Company to Receive NJWA Mailings / Notifications

Name: _____ Title: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Alt Phone: _____

Email: _____

Name: _____ Title: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Alt Phone: _____

Email: _____

To Add Additional Company Representatives – Please copy form and complete this section

Lists Products / Services That Your Company Provides: _____

Make your firm a member: Annual Associate Membership dues \$400.00

Make Check Payable to:

New Jersey Water
Association
505 US Highway 9
Lanoka Harbor, NJ 08734

Credit Card: ___ Visa ___ Mastercard ___ American Express ___ Discover

Card #: _____ Expiration Date: _____ CID#: _____

Name on Card: _____ Cardholder Signature: _____

Card Billing Address: _____

NJWA Annual Management & Technical Conference

at the Golden Nugget, Atlantic City, NJ – October 17-18, 2018

EXHIBITOR REGISTRATION APPLICATION

Exhibit Space: One (1)– Six (6) Foot Skirted Table with Chairs and electric
(If you require anything additional, please contact our office)

Registration Includes: Tabletop Exhibit Space, Exhibitor’s Social Hour & All Meals for **One (1) Representative**

Set Up: Set up will begin at 3:00 pm on Tuesday, October 16, 2018.

Hotel Reservations: Room Block at the Golden Nugget reserved at the rate of \$71.00 per room/per night (not including tax and resort fees). **Reservation # 1-800-777-8477** – *please remember to mention NJ Water Association and Group Code (Group Code ANJW18) when making reservations.*

Exhibitor Registration Rates: NJWA Member: \$600.00 - Non-Member: \$1200.00

Additional Representatives: \$200.00 – Includes Exhibitor’s Social Hour & All Meals for Both Days

Second Table with one (1) additional representative can be purchased at the rate of \$450.00.

Sponsorships: (see attached sponsorship form for complete details)

(Please include Sponsorship Form with your registration)

PLEASE PRINT CLEARLY – INFORMATION WILL BE USED FOR PROGRAM LISTING & BADGES:

Representative: (**Name & Title**) _____ Company: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ Cell: _____ Email: _____

Additional Representative (1): _____ (*Name & Title*)

Additional Representative (2): _____ (*Name & Title*)

Additional Representative (3): _____ (*Name & Title*)

Payment Method:

Check: Payable to New Jersey Water Association **Mail to:** 54 Main Street, Waretown, NJ 08758

Credit Card: Visa _____ Mastercard _____ AMEX _____ **Expiration Date:** _____ **CID#** _____
(3 digit # on back of card)

Card #: _____ **Name on Card:** _____

Cardholder’s Signature: _____ **Amount to be Charged:** _____

Card Billing Address: _____ **City:** _____ **State:** _____ **Zip:** _____

***Registration and Credit Card Payments can also be made online via our website:
www.njwater.org**

SPONSORSHIPS AVAILABLE

Vendor Social Hour Sponsor – 10/17 - \$400.00 -Limited Availability

*Sponsorship Signage at Event
Recognition on event specific signage and post conference highlights*

Breakfast Sponsor – 10/17 or 10/18 - \$300.00 each day - Unlimited Availability

*Half page advertisement in conference program
Recognition on event specific signage and post conference highlights*

Luncheon Sponsor – 10/17 or 10/18 - \$375.00 each day –Unlimited Availability

*Full page advertisement in conference program
Recognition on event specific signage and post conference highlights*

Conference Sponsorships: Unlimited Availability

(All sponsorship fees are in addition to registration fees)

Meal Sponsorships

_____ Breakfast – 10/17 – \$300.00

_____ Luncheon – 10/17 - \$375.00

_____ Breakfast – 10/18 - \$300.00

_____ Luncheon – 10/18 - \$375.00

Vendor Social Hour Sponsorship -

_____ Meet & Greet– 10/17 – \$400.00 (Limited)



PRIZE DONATION AND EVENT SPONSORSHIP FORM

Prize donations and event sponsorships will be posted on signage displayed during the event, acknowledgement in conference program, recognition in post conference coverage on our website and our magazine.

Types of prizes will be at the discretion of the donor. However, NJWA reserves the right to review all submissions.

Prize Sponsored / Donated by (Firm): _____

Contact Person _____ Telephone: _____

Address: _____

Prize Description: _____

ADVERTISEMENT SPECIFICATIONS

- **PREFERRED:** Press-ready PDF with all fonts embedded. PDFs must be made using high- quality or press-quality settings. Images must be 300dpi or greater.
- Flattened Adobe Photoshop .PSD or Illustrator .PDF or .EPS with all fonts outlined
Do not submit Ad layouts in Microsoft Word, Excel, PowerPoint, Publisher, PageMaker or Free- hand files.

AD SIZES:

All dimensions are given in inches, width by height. Please keep Live matter 1/2" from Trim edge top, bottom, and sides.

Full Page: 8.5 x 11 Trim, 7.5 x 10 Live

Half Page HORIZONTAL: 8.5 x 5.5 Trim, 7.5 x 4.5 Live

Quarter Page VERTICAL: 4.25 X 5.5 Trim, 3.25 x 4.5 Live

