

2009 TCAPWA Annual Joint Conference

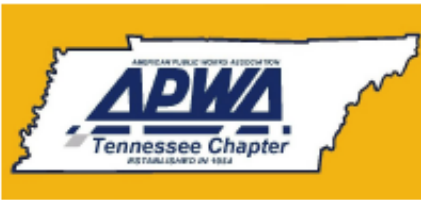
October 24-27

HOSTED BY THE

Tri-Cities

Largest Equipment Show Ever!

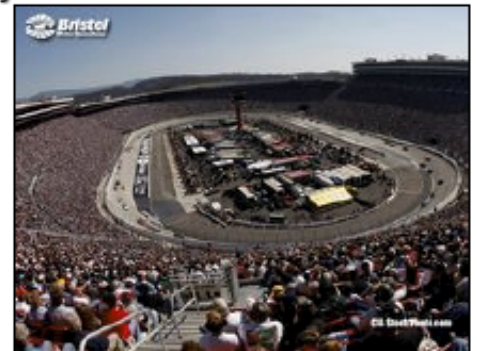
EXHIBITOR
REGISTRATION
PACKET



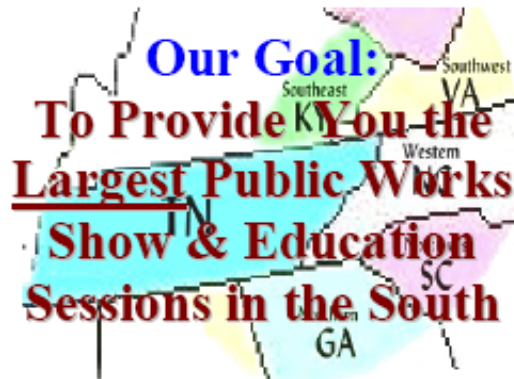
EQUIPMENT VENDORS EXPECTED FROM
TENNESSEE, VIRGINIA, NORTH CAROLINA, SOUTH
CAROLINA, GEORGIA & OTHER STATES



- Golf Practice Round - Friday Afternoon - Annual Golf Tournament - Saturday
- Bristol Motor Speedway Getaway - Saturday Night
- Equipment Rodeo & BBQ - Sunday
- Host City Reception - Sunday Evening
- Vendor Exhibits - Sunday & Monday
- Ladies Getaway (tours & lunch) - Monday
- Educational / Technical Sessions - Monday
- Annual Awards Banquet - Monday Evening
- Membership Breakfast Meeting - Tuesday



Our Goal:
To Provide You the
Largest Public Works
Show & Education
Sessions in the South





Tennessee Chapter, APWA (TCAPWA)

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May 28, 2009

Dear Tennessee TCAPWA Members, Loyal Supporters, Exhibitors & Vendors,
Public Works & Utilities Professionals, & Attendees:

As President-Elect of the Tennessee Chapter of APWA it is my pleasure to announce the **2009 Tennessee Chapter APWA Conference & Equipment Show**. The event is being hosted by the Tri-Cities and will be held October 24-27 at the MeadowView Marriott Conference Resort & Convention Center in Kingsport. The convention center's web site is : <http://www.marriott.com/hotels/travel/tricc-meadowview-conference-resort-and-convention-center/>.

We know all agency budgets are tighter than ever, particularly travel budgets. With this in mind we will be providing over 25 educational sessions providing useful information on a variety of public works activities attendees can take back and use for the benefit of their agency.

This marks the return of the TCAPWA Conference to the Tri-Cities area after a lengthy absence. In returning the conference to the East Tennessee area, we are promising a memorable experience with many new and exciting events and the return of many of our annual conference opportunities. MeadowView Marriott Conference Resort & Convention Center is the ultimate venue for our conference providing all the necessities for a successful conference and an indoor equipment show in one location!

Once you arrive at MeadowView, all events will be held on the resort property, with the exception of the Saturday Night Getaway to *Bristol Motor Speedway* (transportation provided). The resort provides first class accommodations, dining, golf, recreation, and all of the most modern facilities necessary for a successful conference experience.

This year's conference will include our first indoor equipment show in addition to our exhibitors area. Vendors will be able to bring their equipment indoors for display. We are striving to make this year's show the **Largest Public Works Equipment Display in TCAPWA's history** and one of if not the largest in the South for the year. We are expecting equipment dealers and vendors from a five state area.

Our Saturday evening event will be a visit to Bristol Motor Speedway for a track tour, museum/gift shop, and a fantastic dinner at the Bruton Smith Building. We will also bring back the Ladies/Spouses Getaway for Monday. The ladies will visit many local sites and shopping venues as well as enjoying lunch together.

Our annual golf outing will be played on the Cattails at MeadowView course located at the resort site. New this year, we will offer a "practice round" on Friday afternoon and the annual tournament will begin with a shotgun start promptly at 9:00 am on Saturday. Cattails boasts picturesque holes lying at the base of a colorful Bays Mountain. Their web site is <http://www.cattailsgolf.com/>

Our Monday events include the exhibit hall / equipment show, technical sessions, and the Annual Awards Dinner and Banquet. Please plan to attend the dinner banquet as we recognize our award winners and members that have reached membership milestones. Our Tuesday Membership Breakfast will offer an update on APWA National, TCAPWA Officer Election, and a great "must be present to win" door prize!

We hope that you can attend this conference and experience East Tennessee in the Autumn! We are excited to host the event and we promise to provide you with an educational and rewarding experience!

Feel free to call me or John Calvert, Chapter Administrator, if you have any questions. I Look forward to seeing you!

Calvin

Calvin D. Clifton
TCAPWA President-Elect

Exhibitors, Sponsors and Presenters Needed for TCAPWA's 2009 Joint Conference in Tri-Cities

The 2009 TCAPWA Joint Conference will be held in Kingsport from October 23 – 27. The Marriott MeadowView Conference Resort & Convention Center will be the site of the conference and all conference activities including the Golf Tournament, Vendor Exhibits, Technical Sessions, Meals and the Equipment Rodeo. This year's conference runs from Friday through Tuesday morning. This year's conference will feature two days (2) of golf at the fabulous Cattails at MeadowView golf club with a special Friday Practice Round followed by the Annual Golf Tournament on Saturday morning. The Saturday Night Getaway will be a Dinner & Tour of the famous Nascar Bristol Motor Speedway.

Equipment and Vendor Exhibition

Equipment dealers and vendors from Tennessee, Virginia, Kentucky, North Carolina and South Carolina areas are sought for displaying their line of equipment and services at the exhibit hall on Sunday, October 25th. Set up will be from 10:00AM – 2:30PM on Sunday. Exhibits will be open from 2:30-5:30 PM Sunday and 9:00 until 4:00 on Monday. The exhibition hall will feature 56 -10'x10' booths, 5 – 10'x20' Platinum Sponsor Booths, and 22 Equipment Spaces consisting of 3 – 15'x30', 7 – 12'x30', and 11-12'x20' spaces. Booth/space rental fees include Monday breakfast, lunch and Annual Banquet tickets for two people. Registration forms will be mailed to many prospective exhibitors and will be published in the *Tennessee Public Works Magazine* in the summer. This will be an outstanding opportunity to promote your products, ideas or services to Public Works professionals from all over the State.

Sponsors

It is hoped that your company will demonstrate its dedication to the public works industry by becoming a sponsor for this year's conference. Opportunities are available for specific sponsorship in the following areas:

Four levels of GENERAL SPONSORSHIP include: **\$500 Bronze** sponsorship, **\$1000 Silver** sponsorship, **\$1500 Gold** sponsorship and **\$2500 Platinum** Sponsorship. Platinum Sponsors (Limit of 5) receive a free 10'x20' Booth.

Monday Breakfast Sponsorship- \$2,000

Monday Lunch Sponsorship -\$2,000

Monday Break Beverages- \$500

Tuesday Breakfast Sponsorship -\$1,000

Golf Hole Sponsorships- \$100 per Hole

Sponsorship boards will be prominently displayed wherever attendees will be gathering and sponsors will be mentioned specifically several times during conference activities.

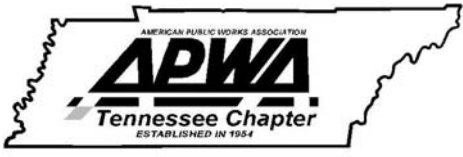
Technical Presentations Needed

Technical and Vendor presentations are needed for this year's conference. We are looking for Technical Presentations in the areas of Stormwater Management, Water/Sewer, Transportation, Street Maintenance and Construction, Building & Facility Maintenance, Fleet maintenance, Solid Waste and any other area of public works activity.

Vendor Presentations are requested from General Sponsors to allow vendors the opportunity to promote services, new technologies and/or new equipment.

We hope your company will desire to support this conference in any way you see proper. If you are interested in becoming a sponsor, renting a vendor booth and/or submitting a presentation for review, please contact Calvin Clifton at (423) 677-8856 or send an e-mail to tcapwa@comcast.net

Check Out the
EARLYBIRD 10%
Discount for registering
and payment before
July 1



Help us make this the
Largest Annual Equipment
Show in the
Tennessee Area!

**2009 TCAPWA Annual Joint Conference in TRI-CITIES/KINGSPORT
(Oct. 24-27, 2009)**

Exhibitor Registration Form (Return ASAP)

Exhibits Open: Sun. Oct. 25, 3:30 - 5:00 PM, and Mon., Oct. 26, 9:00 AM - 4:00 PM

Name / Title _____

Company Name _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____ Email _____

AGENCY AFFILIATION(S): TCAPWA SWANA TNSA

Names For Badges: (2 Included in each booth rental) 1) _____

2) _____

ONLY TWO REGISTRANTS INCLUDED IN BOOTH/SPACE RENTAL – ALL ADDITIONAL ARE \$35 EA.

Additional Registrant Names for Badges (@\$35 ea.): 3) _____

4) _____ 5) _____ 6) _____

Booth Rental 10'X10' _____ @ \$450.00 _____

Additional 10'x10' Booth _____ @ \$350.00 _____

PLATINUM BOOTH (10'x20') Included in \$2500 Sponsorship _____ @ NC

ES EQUIPMENT SPACE (12'x20') 240 SF _____ @ \$500.00 _____

Additional (12'x20') Space _____ @ \$300.00 _____

EL EQUIPMENT SPACE (12'x30') 360 SF _____ @ \$575.00 _____

Additional (12'x30') Space _____ @ \$350.00 _____

EW EQUIPMENT SPACE (15'x30') 450 SF _____ @ \$650.00 _____

Additional (15'x30') Space _____ @ \$400.00 _____

Booth/Space Preference (see layout). 1st _____, 2nd _____, 3rd _____

Booth Electrical Outlet _____ @ \$35.00

Additional Vendor Registrants – EACH (Includes Monday Lunch & Mon. & Tue. Breakfast) _____ @ \$35.00

NOTICE: Booth and Equipment spaces will be assigned on a first come basis. TCAPWA reserves the right to assign vendor spaces if their preferred spaces are not available upon receipt of their paid registration.

EACH BOOTH/SPACE RENTAL INCLUDES TWO TICKETS FOR MON. & TUES. BREAKFAST AND MON. LUNCH

**DEADLINE FOR REGISTERING
FOR BOOTH/SPACE IS
SEPTEMBER 25. 2009**

OPTIONAL ACTIVITIES

Spouse/Guest Registration _____ @ \$ 50.00 _____
(Includes Rodeo BBQ, Breakfast (Mon.&Tue) & Monday Getaway
Annual Banquet Dinner Tickets (Monday night) _____ @ \$ 35.00 _____
Bristol Motor Speedway Getaway Tickets (Saturday night) _____ @ \$ 40.00 _____
(Includes Bus transportation, Hospitality Reception, Guided Tour and Dinner)

Conference SPONSORSHIP Donation (Attach Sponsorship Form) \$ _____

TOTAL AMOUNT ENCLOSED \$ _____

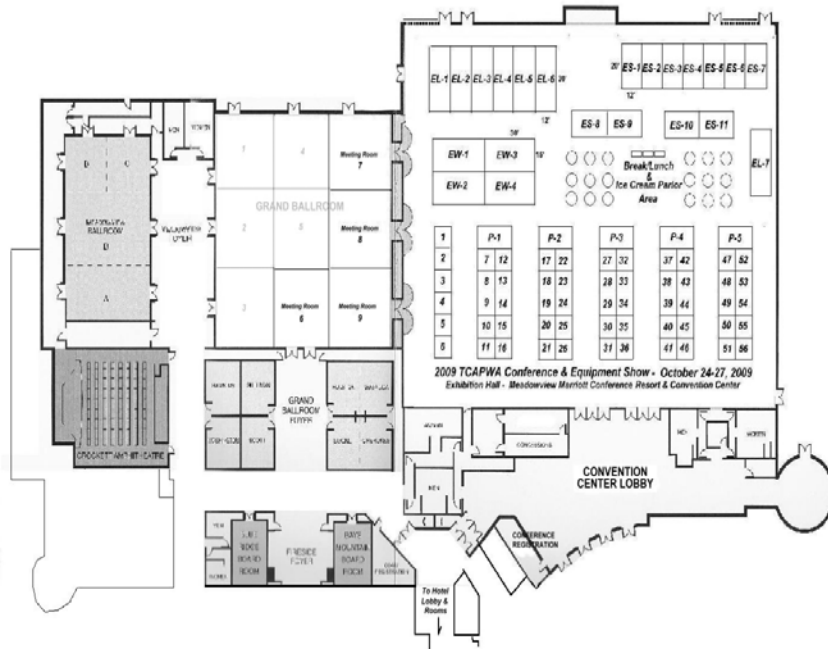
Make checks payable to: TCAPWA . Mail registration and checks to TCAPWA, 113 Glendale Lane, Oak Ridge, TN 37830. Due to the size of this show booths are expected to go fast so submit your registration early. Every attempt will be made to assign booths as requested. However, in the event a vendor's desired booth preferences are not available when the registration is received, TCAPWA reserves the right to assign booths as necessary.

INSURANCE IS REQUIRED: **Include with Exhibitor Registration Form** and Check a copy of your current general liability insurance set at a minimum of \$1,000,000 per occurrence and \$2,000,000 aggregate with APWA-Tennessee Chapter listed as additional insured. For additional information call John Calvert at (865) 803-4721, fax (865) 483-4440 or e-mail TCAPWA@comcast.net.

Each person is responsible for making his or her own room reservations. A block of rooms has been reserved for the conference at a rate of \$109.00 (+ tax) single or double through **September 25. 2009** at the Marriott MeadowView Conference Resort & Convention Center, 1901 Meadowview Pkwy., Kingsport, TN 37660 . The number for the hotel is (423) 578-6600. **ASK FOR THE TCAPWA RATE!**

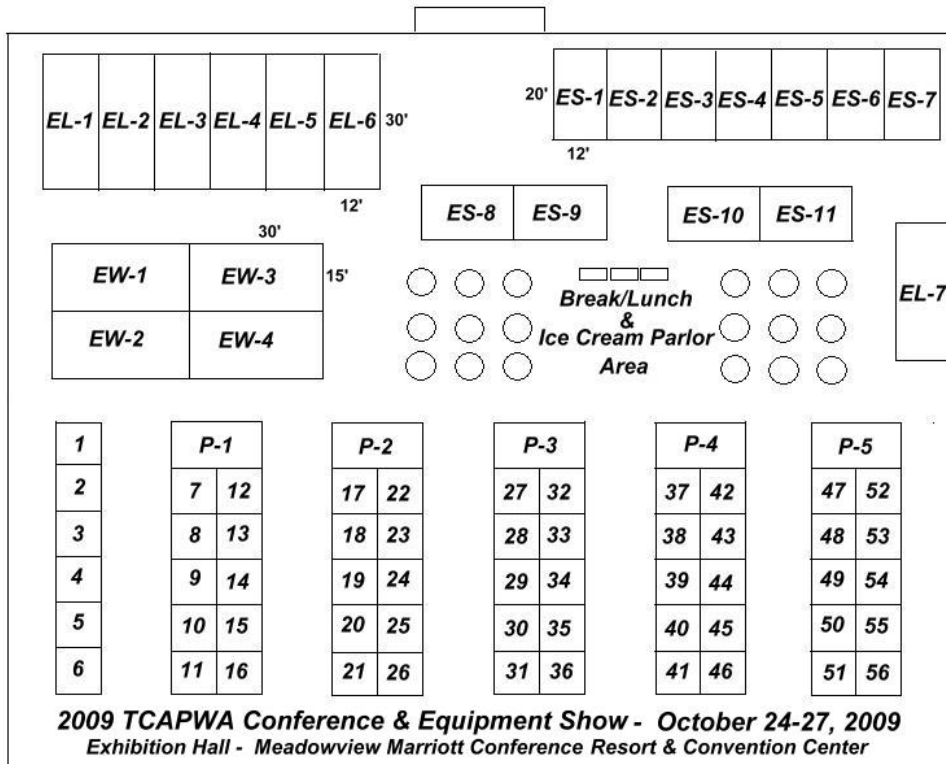
Return pages 4 and 5 (and 9 & 10 if applicable) with your payment.

HOTEL AND EXHIBITION FLOOR LAYOUT



NOTE: Booths P-1 thru P-5 are for Platinum Sponsors Only.

EXHIBIT HALL BOOTH/SPACE LAYOUT



EQUIPMENT AND BOOTH DISPLAY RULES AND INFORMATION

FIRE REGULATIONS

Requirements to display vehicles inside the exhibit hall:

- Disconnect the positive lead of the battery
- Fuel tanks should only have one-quarter tank or less
- Tape or lock fuel caps
- LP tanks should be removed from all vehicles

DRIVER/OPERATOR REGULATIONS

- The driver of the vehicle must have a valid driver's license
- The vehicle must meet all State and Federal insurance requirements
- All movement of vehicles on the show floor shall be assisted by a SPOTTER to prevent damage or injury to other vehicles or attendees.
- Once the vehicle or equipment is parked in its final position it may not be started or moved until after the Monday closing of the exhibit floor.
- The Exhibit Hall is fully carpeted. Visqueen or other plastic sheeting must be provided under the vehicle to prevent oil/fuel leakage onto the exhibit hall floor.
- Equipment vendors are responsible for any and all cost associated with cleaning any spills or leaks onto the exhibit hall floor.
- Wheels may not be turned when the equipment/vehicle *is not* in motion.

WHAT COMES WITH THE BOOTH/SPACE RENTAL

- All spaces come with a 6' table and two chairs.
- Equipment Spaces must contain vehicles or equipment for display. In other words, vendors may not rent an Equipment Space (ES, EL or EW) for use instead of a normal 10x10 booth space.
- Electric Service is available for all spaces for an additional \$35 fee as noted on the registration form. Power service is 15 amp. 110V.
- All booth and equipment displays must remain in their assigned areas.
- Each booth/equipment space comes with registration for TWO vendor attendees, which includes breakfast on Monday and Tuesday and lunch on Monday. Additional vendor attendee registrations are available for \$35 each which includes the breakfasts and lunch.
- Equipment vendors may display additional equipment outdoors at the Sunday Equipment Rodeo at no additional cost IF they have at least one inside space rented for the same number of equipment pieces. For example, a vendor who has rented two (2) inside spaces may display an additional 2 pieces of equipment outside at no additional cost.

EARLYBIRD DISCOUNT FOR REGISTRATION BEFORE JULY 1, 2009

- In recognition that many vendors and equipment dealers have had lower levels of business in the past 12 months TCAPWA is offering a special EARLYBIRD DISCOUNT for those vendors who register and submit payment before July 1, 2009. All vendor booth and equipment space registrations received with payment before July 1st can deduct 10% from their booth or space fees.

EXAMPLES:

- 1) A vendor renting a 10'x10' booth and submitting payment before July 1st will deduct \$45 off their booth fee, resulting in a booth fee of only \$405 instead of the normal \$450.
- 2) A vendor renting a 12'x30' equipment space will deduct \$57.50 from their normal space fee resulting in a cost of \$517.50.

3) A vendor renting two 12x30 spaces would pay \$925 for registrations made after July 1st. However, with the 10% discount the vendor would pay only \$832.50 prior to the July 1 earlybird deadline.

- THE DISCOUNT ONLY APPLIES TO SPACE RENTAL FEES and does not apply to the cost for additional attendees, optional activities, etc.

SHIPPING OF BOOTHS

Exhibitors may ship their booth displays to the MeadowView Conference Center but **they must arrive ONLY on Thursday October 22nd or Friday October 23rd**. The conference center also has the capability for package shipping/truck pickup at their Loss Prevention area. Advance arrangements must be paid for return shipments from the convention center. They have FedEx, UPS, other services that pick up. For more information contact the convention center at (423) 578-6600

CANCELLATION AND REFUND POLICY

Requests for cancellation and refund will be granted less a 5% fee IF it is received before August 15th. NO REFUNDS will be granted after August 15, 2009.



2009 TCAPWA Annual Joint Conference

(TRI-CITIES in Kingsport)

SPONSORSHIP SUBMITTAL

EVENT SPONSORSHIPS

- Monday Breakfast Sponsorship - \$2,000
- Monday Lunch Sponsorship – \$2,000
- Monday Break Beverages - \$500
- Tuesday Breakfast Sponsorship - \$1,000
- Golf Hole Sponsorships - \$100 per Hole

Sponsor Boards will be displayed at the sponsored event

GENERAL SPONSORSHIPS (Four Levels)

- **\$500 – Bronze Sponsorship** - Sponsor Name will be included in the Conference Program and on the Bronze Sponsorship Boards to be prominently displayed at the Host City Reception, Vendor Breakfast, Entrance to Exhibit Floor, Annual Banquet and Tuesday Breakfast.
- **\$1000 - Silver Sponsorship** - Sponsor Name will be included in the Conference Program and on the larger Silver Sponsorship Boards to be prominently displayed at the Host City Reception, Vendor Breakfast, Entrance to Exhibit Floor, Annual Banquet and Tuesday Breakfast.
- **\$1500 - Gold Sponsorship** - Sponsor Name will be included in the Conference Program and on the even larger Gold & Platinum Sponsorship Boards to be prominently displayed at the Registration Desk, Host City Reception, Vendor Breakfast, Entrance to Exhibit Floor, Annual Banquet and Tuesday Breakfast.
- **\$2500 - Platinum Sponsorship** –One free 10'X20' exhibit booth with 2 registrants, 2 Getaway Tickets (Saturday Night), Sponsor Name will be included in the Conference Program and on the larger Gold & Platinum Sponsorship Boards to be prominently displayed at the Registration Desk, Host City Reception, Vendor Breakfast, Entrance to Exhibit Floor, Annual Banquet and Tuesday Breakfast.

COMPANY NAME: _____

ADDRESS: _____

CITY, ST. ZIP: _____

PHONE: _____ FAX: _____

Contact Person: _____

Indicate Sponsorship Type

- \$500 Bronze
 \$1000 Silver
 \$1500 Gold
 \$2500 Platinum
 \$100 Golf Hole
 Monday Breakfast
 Monday Lunch
 Monday Break
 Tuesday Breakfast

OTHER : Please specify: _____

Estimated Value: \$ _____

TOTAL AMOUNT SUBMITTED: \$ _____

Make checks payable to : TCAPWA and send with form to TCAPWA, 113 Glendale Ln., Oak Ridge, TN 37830

**DEADLINE for Submitting Sponsorship Forms
Is September 21, 2009**



TCAPWA 2009 Annual Golf Tournament

Registration Form

Location: The Cattails at Meadowview (Adjacent to the Marriott Conf. Ctr.)

Date: Saturday, October 24, 2009, 9:00 am (eastern time) - Shotgun Start

Registrations will be accepted for Individual or Team (Foursome) play.

If you intend to play with a Team comprised of 3 other pre-chosen or designated people you must register and pay as a TEAM below.

All other foursomes will be formed by this year's tournament director who will try his/her best to pair the teams equally based on the individual golfers' reported average scores.

It is intended that the golf tournament will have equal teams or as equal as reported average scores will provide. However, individuals wanting to form and "LOAD" up a team may do so by registering as a TEAM below and paying the "PREMIUM" Team registration fee equal to \$80 per player.

INDIVIDUAL Golfer Registration

1 @ \$75 _____

Golfer Name: _____ Avg. Score (18 holes) _____

GOLF TEAM Registration

_____ @ \$ 320 _____

Golfer #1 Name: _____ Avg. Score(18 Holes): _____

Golfer #2 Name: _____ Avg. Score(18 Holes): _____

Golfer #3 Name: _____ Avg. Score(18 Holes): _____

Golfer #4 Name: _____ Avg. Score(18 Holes): _____

SPONSORSHIP

Assist the TCAPWA Board Scholarship Program by sponsoring a hole at this year's Conference Golf Tournament. The Program provides scholarships to public works employees across Tennessee.

Golf Hole Sponsorship

_____ @ \$100 _____

Company Name _____
(To put on sign)

Total Amount Enclosed \$ _____

Make checks payable to: TCAPWA and mail to

TCAPWA, 113 Glendale Lane, Oak Ridge, TN 37830

REGISTRATION DEADLINE IS SEPTEMBER 25, 2009. All registrations will be forwarded to the director the following day. After this date individuals desiring to play must register and pay on-site IF slots are available.