



11th Annual
Onsite Wastewater
Conference & Exhibition

April 11-13, 2010
London Convention Centre
London, Ontario

EXHIBITOR INFORMATION PACKAGE



11th Annual Onsite Wastewater
Conference & Exhibition
April 11-13, 2010

An Open Invitation to All Wastewater Industry Companies!

The Ontario Onsite Wastewater Association is pleased to provide a unique opportunity for your company to feature your products and services at the OOWA 11th Annual Conference.

This event will provide you with a captive audience consisting of installers, inspectors, haulers, designers, manufacturers and educators.

A perfect setting to showcase your business to key decision-makers!

Space is limited so book early!

\$1,100.00 / exhibit space

Includes:

- One, 10' x 10' exhibit space in the exhibit area,
- One, eight foot skirted table; access to one standard electrical outlet
- 2 company staff exhibitor passes which includes breakfasts, lunches, coffee breaks, 2 banquet tickets, admittance to all sessions

Additional Company Staff - \$250.00 per person

includes breakfasts, lunches, coffee breaks,
1 banquet ticket, admittance to all sessions



EXHIBITOR Information

DETAILS:

Set-up: Sunday April 11 - 1:30 pm to 9:00 pm

Tear down: Tuesday April 13 - 5:00 pm - 9:00 pm

Security: The exhibit area will not be patrolled during evening hours. Exhibitors are advised to remove any valuables and store them elsewhere for safety.

The hotel will store valuables in a locked office on the conference floor if required.

Accommodation: A room block has been reserved at the hotel for this conference.

The special OOWA room rate for a single/double is \$99.00 for a regular room, upgrades range from \$119/night + applicable taxes.

When calling the hotel (**1-800-210-9336**) to reserve your room, please quote code Ontario Onsite Wastewater Association.

Exhibitor fee does not include:

- Insurance coverage for exhibit material/equipment
- Additional booth furnishings and extra electrical requirements
- Shipping and customs clearance

Schedule of Events (tentative):

Sunday April 11

Exhibitor set-up, 1:00 p.m. to 9:00 p.m.

Monday April 12

Registration and Continental Breakfast: 7:30 a.m. to 8:30 a.m.

Exhibit area open: 7:30 a.m. to 5:00 p.m.

Program: 8:30 a.m. to 5:00 p.m.

Lunch: 12:35 to 1:50 p.m.

Tuesday April 13

Registration and Continental Breakfast: 7:30 a.m. to 8:30 a.m.

Exhibit area open: 7:30 a.m. to 4:30 p.m.

Program: 8:30 a.m. to 5:00 p.m.

Lunch: 12:35 to 1:50 p.m.

Exhibit tear down: 5:00 p.m.- 9:00 p.m.

(no exhibitor allowed to tear down prior to time specified)

Wednesday April 14, 2010

ORWC Course - sponsor signs will be displayed during the day.



EXHIBITOR Information

Cancellation Policy:

Exhibitors who cancel their space will receive a refund less a \$300.00 administration fee if written notification is received by the Ontario Onsite Wastewater Association no later than Feb. 15, 2010. Exhibitors who cancel their registration after Feb. 15, 2010 will not receive a refund.

Assignment of Space:

The following booth spaces are reserved for major sponsors, Booths 1,2,3,11,15,23, & 29.

All other Exhibit space is assigned on a first come, first serve basis. A map of the booth locations is available with this package. All of the exhibit space offers equal access in terms of exposure to conference delegates.

TO REGISTER: Please complete the registration form and forward it with full payment to:

OOWA
PO Box 831
Cobourg, ON K9A 4S3

Registration forms and full payment must be submitted by Feb. 15, 2010 to reserve exhibit space

For conference & exhibit information contact:
OOWA - Denis Orendt, Executive Director
Tel: 905-372-2722
email: dorendt@yahoo.ca



EXHIBITOR Information

Company : _____

Name: _____

Position/Title: _____

Company Address: _____

City: _____

Prov./State: _____ Postal Code: _____

Phone: _____ Fax: _____

Email: _____

TO REGISTER:

Please register my company for _____ 10' by 10' space @ \$1,100.00
I understand each space registration includes two exhibitor passes, meals,
awards dinner, access to sessions.

Additional Conference Passes for company exhibit staff are available
@ \$250.00 / person which includes meals, awards dinner, access to sessions.



**EXHIBITOR
Information**

SPACE IS LIMITED - DEADLINE FOR EXHIBIT REGISTRATION: February 15, 2010

Total Space Fee: \$ (1,100.00 per space)
Additional Staff: \$ _____ (\$250 per company staff person)
+ GST: \$ _____
Total Remittance: \$ _____

Method of Payment: Cheque (payable to Ontario Onsite Wastewater Assoc.)
VISA MasterCard American Express

Card#: _____ Expiry Date: _____

Cardholder's Name: _____

Authorizing Signature: _____

(all credit card transactions processed by Rideau Valley Conservation)

PLEASE READ AND SIGN THE FOLLOWING:

"The Ontario Onsite Wastewater Association and the London Convention Centre and Hilton London Hotel (hereinafter referred to as the "Conference Group") shall not be responsible for any losses or damages that may occur to the exhibitor or the exhibitor's employee's and/or guests or property from any cause whatsoever, prior to, during, or subsequent to the period covered by the exhibit contract. The exhibitor signing this contract expressly releases the Conference Group from and agrees to indemnify same against any and all claims due to carelessness of the exhibitor, which claims must be paid for by the exhibitor causing same. The Conference Group will not be responsible for damage or loss of any means whatsoever (theft, fire, etc.) for any or all material or equipment used by exhibitors. Exhibitors are therefore required to carry appropriate insurance with respect to possible damage or loss and public liability against injury to the person or property of others".

SIGNED: _____ **DATE:** _____

TITLE/POSITION: _____

Send completed registration form with payment to:

Please complete the registration form and forward it with full payment to:
Denis Orendt, OOWA PO Box 831 Cobourg, ON K9A 4S3
tel: 905-372-2722, fax: 905-372-0322.



Exhibitor Staff

COMPANY NAME	
Staff Attending	Email address



Room Reservations
Tel: 1-800-210-9336



All exhibitors to make their own room reservations:

Hilton London Hotel

Special OOWA Room Rates start at \$99.00 and upgrade to \$119.00 available on a first come first serve basis.

Please contact the Hilton London Hotel to book your rooms.
Tel: 1-800- 210-9336

ONLINE Booking:

www.hilton.com/en/hi/groups/personalized/YXULOHF-OOW-20100410/index.jhtml

Exhibitor Shipping Address

London Convention Centre

300 York St.

London, ON N6B 1P8

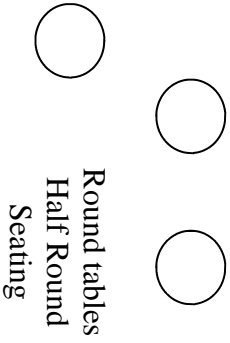
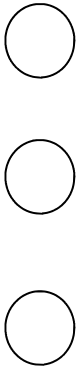
tel: (519) 661-6200

Loading Dock Available within easy access to the exhibit area.

Service Corridor - easy access to loading elevator

Stage / Podium

Keynote - Main Sessions
Banquet



Food Service
area

50	49	48	47	46	45	44
37	38	39	40	41	42	43

36	35	34	33	32	31	30
23	24	25	26	27	28	29

Bronze

Bronze

22	21	20	19	18	17	16
11	12	13	14	15		

Silver

Silver

10	9	8	7	6	5	4
1			2			3

Gold

Platinum

Gold

Eating area
for breaks
& lunch
Will be open
to the exhibit area

A-Z Sessions

entrance

entrance

entrance

entrance



Sponsorship & Advertising

In addition to conference advertising all sponsors will have their companies identified on the OOWA web site in the manufacturers and suppliers section as sponsors for the remainder of 2010 and throughout the calendar year.

There will be only one Platinum sponsorship available and companies interested in being the designated Platinum sponsor must respond in writing by email or fax by December 30, 2009

Should there be more than one company interested in the Platinum Sponsorship, then the company awarded the sponsorship will be selected by random draw which will be conducted by the conference committee by January 15, 2010.

OOWA is a non profit organization and your sponsorship participation ensures you have vibrant and growing organization.

Why participate as a sponsor?

Sponsorship benefits your company to increase positive awareness in the industry among stakeholders and service providers who attend this conference, as well as those who receive the services provided by OOWA members.

More exposure means more sales of your products and services. The Ontario Onsite Wastewater Association is a non profit organization that is growing both in member participation and in consumer awareness across the province.

Our goal is to educate consumers to the fact that when they hire an OOWA member they are dealing with onsite professionals who are well educated and trained in their field.

The continued focus is working together to achieve a market presence for both onsite installers, designers and manufacturers of approved products for the onsite industry.



SPONSORSHIP

PLATINUM - \$6,500.00

- **Double page centre section ad in the conference guide with a banner reserved for your company as Platinum Sponsor**
- **3 Exhibit spaces**
- **Keynote Speaker Day 1**
- **Social Hour Day 1**
- **Lunch Sponsor Day 1**
- **Afternoon Coffee Day 1**
- **Job Board - 2 days**
- **Listed on Conference Sponsorship Sign at Registration Desk and other signage in conference area**

GOLD - \$5,000

- 1 - Full page (8" x 10") ad in the conference guide with a banner announcing your company as Gold Sponsor
- 2 Exhibit spaces
- Key Note Speaker Day 2
- Lunch Day 2
- Afternoon Coffee Day 2
- Job Board - 2 days
- Listed on Conference Sponsorship Sign at Registration Desk and on other signage in conference area.



SPONSORSHIP

SILVER - \$4,000

- 1 - full page ad in the conference guide with a banner announcing your company as the Silver Sponsor
- 2 Exhibit spaces
- Breakfast Sponsor - Day 1 & Day 2
- Job Board - 2 days
- Listed on Conference Sponsorship Sign at Registration Desk and on other signage in the conference area

BRONZE - \$3,000

- 1 - full page ad in the conference guide with a banner announcing your company as the Bronze Sponsor
- 1 exhibit space
- Mid Morning & Afternoon Coffee - Day 1 & 2
- Job Board - 2 days
- Listed on Conference Sponsorship Sign at Registration Desk and on other signage in conference area

Additional Opportunities

Wine Sponsor for the banquet - \$2,000.00

All tables to have a card promoting your company as wine sponsor

Entertainment Sponsor for the banquet - \$1,500.00

Your company added to posters promoting the entertainment placed at the registration desk and entrance to banquet.



Advertising Opportunities

ADVERTISING - CONFERENCE PROGRAM GUIDE

Full page (8" x 10")	\$ 800.00
1/2 page (4" x 5")	\$ 450.00
1/4 page (2" x 2 1/2 ")	\$ 325.00
Bus. card (3 3/8"x 1 3/4 ")	\$ 200.00

JOB CONNECT BOARD

The Job connect Board is an area where opportunities for employment are posted. OOWA members may post employment opportunities.

Signage for your company will be included on the board.

Two Days - \$ 200.00

OOWA Education Bursary

The OOWA Education Bursary program assists university and college students studying in the area of environmental, chemical and civil programs.

\$300.00 donation to the fund includes acknowledgment ad

in the conference guide as well as signage at the conference.