

Municipal Waste Management Association Fall Summit
September 29 – October 1, 2010
Baltimore, Maryland

APPLICATION FOR EXHIBIT SPACE

(Payment must accompany registration application)

Name of Organization _____
Address _____
City _____ State _____ Zip _____
Telephone _____ Fax _____ Email _____
Representative Attending:
Name _____ Preferred Name (first) on Badge _____
Title _____

Attendee has special needs: Yes USCM will contact No

EXHIBIT FEE:

(Exhibit fee must be paid prior to set-up):

SWAC Members: \$1,500 *(Payable by August 6, 2010)*

NON-SWAC MEMBERS: \$2,500 *(Payable by August 6, 2010)*

Fee includes:

- Two registration;
- one six foot table with two chairs (electrical outlet available)

***Additional representatives must register on a separate "ADDITIONAL EXHIBIT REGISTRATION FORM".**

(Contact the Meetings Department at 202/861-6789 for forms)

Method of Payment:

- Credit Card Authorization:** *(The United States Conference of Mayors' Meetings Department is authorized to use the card below to pay all applicable registration fees):*

Credit Card Type (please circle one): VISA MC Amex Other (specify): _____
Card Number: _____ Exp. Date: _____

Signature of Cardholder: _____

No refunds will be made for cancellations received after August 6, 2010. Refunds will be made for cancellations (received in writing) by August 6, 2010 less a \$200 service fee.

(USCM Only) Authorization Code: _____ **Date:** _____

EXHIBITOR INFORMATION

(It is important that you indicate the type and size of your display due to space limitations)

| | | |
|---------------------------------|------------------------------|-----------------------------|
| Stand Alone/Pop-Up (size _____) | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Table Top | Yes <input type="checkbox"/> | No <input type="checkbox"/> |
| Electrical Outlet Needed | Yes <input type="checkbox"/> | No <input type="checkbox"/> |

*Audio Visual Required *(arrangements must be made directly with hotel)*

We plan to display the following products and services _____

Please Return this form to:
The United States Conference of Mayors
Attention: Monica B. Adams
1620 Eye Street, NW
Washington, DC 20006
(202)861-6789 --- (202)467-4276

RULES AND REGULATIONS FOR EXHIBITORS

The Municipal Waste Management Association Fall Summit **September 29 – October 1, 2010** **Baltimore, Maryland**

Dear Exhibitor:

The U.S. Conference of Mayors Municipal Waste Management Association provides you with an excellent opportunity to discuss the products and services available through your company or organization.

Exhibitors' Rules and Regulations

1) Eligibility for Exhibit:

Exhibit fee must be paid before set-up. Management reserves the right to refuse exhibit space to any firm or organization if, in its opinion, it is not in the best interest of the program or The U.S. Conference of Mayors.

2) Selection of Space:

Exhibit space reservations are made in the order in which the applications are received. Please check with Monica Adams at The U.S. Conference of Mayors' Registration Desk regarding your assigned space.

3) Exhibit Set Up:

Your exhibit space will be available for set-up on Wednesday, September 29, 2010 between 2:00 pm – 6:00 pm. No exhibits will be allowed to setup after 6:00 p.m.

All materials exhibited should fit on the table and any backdrops should fit flush behind the table (no exceptions). The management reserves the right to make changes at any time in the location, display limits, etc., of any table exhibit when it is in the best interest of the program.

It will be the exhibitor's responsibility to see that all merchandise is removed from the exhibit space as soon as possible by 4:00 p.m. on Friday, October 1st.

4) Shipment & Storage:

Shipping and storage arrangements will be the responsibility of the EXHIBITOR.

5) Liabilities:

The U.S. Conference of Mayors Municipal Waste Management Association will not be responsible for the safety of property of the exhibitor due to theft, damage, etc. Safety of exhibit equipment will be the sole responsibility of the exhibitor.

If you have any questions about exhibits, please contact Monica Adams at (202)861-6789.