

**Save \$200**

\* Take \$200 off if you reserve by 9/30/10

# 2011 Design-Build for Water/Wastewater Conference SPONSORSHIP & EXHIBITOR AGREEMENT FORM

March 30-April 1, 2011 ■ Kansas City, MO

View Floor Plan online at [www.designbuildwaterww.com](http://www.designbuildwaterww.com) Fax: 202-478-2662

All Packages include One Full Conference Registration Fee plus Two Exhibit Hall Badges.

## Sponsorship Opportunities: All Sponsors will receive:

- Logo recognition in conference promotional and onsite materials
- Opportunity to include material in conference bag
- Website and Signage recognition
- Registration lists electronically
- **One full conference registration, plus two Expo badges**
- **Exhibit space (8' x 10' or 10' x 10', included in Sponsor packages)**

### Sponsor Bonus : Project Showcase Slides

Include slides of water/wastewater design-build projects on the screen display during the event, and also online; Platinum includes four slides, Gold includes two.

### Platinum Sponsorship: **\$6,000** (includes booth)

-\$200 by or before 9/30/10

Platinum Packages: the opportunity for exclusive affiliation/special recognition with one of the following items or events. **Exclusive Platinum Sponsorship of (Select one):**

**Already SOLD OUT:** Conference Bags, Hotel Room Keys, Conference Badges, Conference Lanyards, Conference Pens, Directional Signage, Bottled Water, Awards Breakfast, Golf Putting Challenge, Opening Session, Conference Show Guide (Back Cover and Inside Back Cover ads).

**Available as of Printing Date, inquire today:**

- Sponsorship of a Conf. General Session, or Town Hall: **\$6,000**
- Coffee Breaks: **\$6,000**
- Continental Breakfast: **\$6,000**
- Cyber Café: **\$6,000**
- Traffic Builder/Amusement attraction: **\$6,000 + cost**
- Conference Show Guide: **inside front cover location: \$6,000**

Contact: Patrick Wilson; [pwilson@dbia.org](mailto:pwilson@dbia.org)  
Direct: 301-652-5751

### Gold Sponsorship: **\$4,000** (includes booth) -\$200 by or before 9/30/10

Gold Packages include the opportunity for shared special recognition, such as additional signage, at one of the following premier conference/exhibit hall networking events, on a first-come basis (**Select one**), for **\$4,000**:

- Project Showcase Luncheon, or  Networking Reception

### Exhibit Space only (see Floor Plan for locations and sizes)

Water/Wastewater Exhibit Space Only:

- Booth (8' x 10' or 10' x 10'): **\$2,700** -\$200 by or before 9/30/10
- Each Extra Booth: **\$2,000** (booths may be 8' x 10' or 10' x 10')
- Exhibit in both DBIA events (Transpo. & Water/WW) for only \$3,700 (includes 1 full conference reg./2 Expo Badges per each 100 sq. ft.):

### Conference Show Guide Advertising

Full Page Color Ads:	<b>\$1,400</b>
Half Page Color Ads:	<b>\$1,050</b>
Quarter Page Color Ads:	<b>\$800</b>

Sponsor Item/Event Requested from above list: 1<sup>st</sup> choice \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_ 4<sup>th</sup> \_\_\_\_\_ 5<sup>th</sup> \_\_\_\_\_

Exhibit Space Choice: 1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_ 4<sup>th</sup> \_\_\_\_\_ 5<sup>th</sup> \_\_\_\_\_ (Not Exhibiting) \_\_\_\_\_ Total Sponsorship or Exhibit Amt: \$ \_\_\_\_\_

Company: \_\_\_\_\_

Contact Name: \_\_\_\_\_ Title(s): \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

### Payment

Conference Show Guide Advertising: Size \_\_\_\_\_ Ad Amount: \$ \_\_\_\_\_

Please Invoice Us

Check # \_\_\_\_\_

\*(-\$200 by or before 9/30/10) Total Amount: \$ \_\_\_\_\_

Credit Card

Visa

MasterCard

Amex

Credit Card # \_\_\_\_\_ V-Code: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Name on card: \_\_\_\_\_ Signature: (required for credit card charges) \_\_\_\_\_

General Terms: View Online Floor Plan and complete downloadable terms at [www.designbuildwaterww.com](http://www.designbuildwaterww.com)

We hereby apply for exhibit space and/or sponsorship for this event. If our choice(s) have been previously assigned, we request DBIA to assign us what it considers the "best available" similar option. We understand that this application becomes a contract when signed by us and accepted by DBIA and agree to pay 100% of the exhibit space fee upon submission of this agreement form. We understand that all balances must be paid in full prior to 90 days before the event date (or upon receipt of invoice if closer than 90 days before event), and that if at least 50% has not been paid within 30 days of submission of this contract, then we risk losing our space assignment without refund. We understand that if we cancel after having paid, then no refund will be made whatsoever after 180 days prior to the event. We agree to and comply with these terms and all additional terms, rules, and regulations as published on the reverse side of this contract (and posted online), and in the official Exhibitor Service Manual that will be forwarded at a later date.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Fax or mail this form to:  
Design-Build Institute of America  
1100 H Street NW, Suite 500  
Washington, DC 20005  
Fax: 202-478-2662



DBIA FEI #52-1827718

### Floor Plan subject to change

Sponsor Logo Instructions: You will be required to email a high-resolution electronic graphic file of your company logo to [szvonkovich@dbia.org](mailto:szvonkovich@dbia.org). Logos are due ASAP to be included in all promotions. Suggested formats: .jpg, .eps, or .tif, with a minimum of 300dpi resolution.

- Yes, we are interested in participating at DBIA's other events, at a reduced rate:
  - \_\_\_\_\_ 2011 Transportation, Kansas City, 3/28/11-3/30/11
  - \_\_\_\_\_ 2010 Conference & EXPO, Las Vegas, 10/18/10 – 10/20/10

## 2011 Design-Build for Water/Wastewater Conference

March 28-30, 2011 Hyatt Regency Crown Center  
Kansas City, MO; Location and dates subject to change with notice.

SHOW MANAGEMENT. DBIA, acting through its officers, directors, agents, servants, or employees authorized to act for it is the Show Management of the Exhibit.

INSTALLATION AND DISMANTLING OF EXHIBITS. All exhibits must be erected or completely arranged by or before one hour prior to the opening of the Event. A tentative installation schedule will be included in the Exhibitor's Service Manual. Exhibitors will receive a specific installation schedule in advance of their assigned move-in date. This installation schedule must be adhered to in order to achieve maximum effective scheduling. Failure of any exhibitor to comply with the installation date assigned to them will result in their being charged for any additional resulting expense.

Goods received after the opening of the Exhibit must be delivered to the booth and put in place at times other than the official Exhibit hours. Goods and materials used in any exhibit shall not be removed from the exhibit area until the Show officially closes. Any exceptions to this rule must have the written approval of Management.

Show Management shall have the authority to order labor to dismantle any exhibit that is not dismantled or in the process of being dismantled by the date and time to be provided by Show Management. The dismantle date and time are subject change by Show Management. The expense incurred for dismantling the display and shipping it will remain the responsibility of the exhibitor.

Show Management shall have the authority to change carriers designated by exhibitors, if such carriers do not pick up according to schedule. In the event such action is necessary, it is agreed that no liability of any nature shall attach to Show Management. If it becomes necessary to haul materials to car loading companies, charges for such hauling shall be paid by the exhibitors concerned and Show Management shall be relieved of all responsibility in connection with such movement.

Show Management without liability for damage or loss, shall have the right to dismantle, dispose of, store and clear from the premises any display materials, goods, property or merchandise of any exhibitor who has failed to comply with the above requirements. Show Management may order such removal and storage at the sole expense of the exhibitor.

PAYMENT. Contracted exhibitors will be invoiced, and must remit at least 50% payment within 30 days of reserving space. Booth space reservations will not be held after 30 days if 50% payment has not been received by DBIA by that date. Final Balance will be due 90 days before the Event or if inside that date, upon receipt of invoice. Credit card payments are not accepted for amounts over \$10,000. Refunds will be made at DBIA's sole discretion prior to 180 days before the Event, and at no time will a full refund be made; absolutely no refunds of any kind will be made after 180 days before the Event.

SUB-LEASING OF SPACE. Exhibitor agrees not to reassign, grant, or license the use of space, or any part thereof allotted to him. This rule means that exhibitors are not permitted to exhibit separately in their space any equipment or components built by non-exhibiting manufacturers without written consent of Management. Exhibitors shall not sublet any part of their spaces without the written permission of Management.

EXHIBIT AREA. The following specific regulations apply: 1) exhibitors are responsible for obtaining and complying with the regulations set forth by the Fire Marshall, any other controlling government authority and the policies of the facility, and in particular with respect to motorized vehicles, exhibit and decorating materials, and storage of empty shipping containers; 2) no flammable materials or explosives will be allowed in the Exhibit area; and 3) any hydraulic or electrically operated equipment must be lowered to ground unless it is supported by mechanical safety devices designed to prevent the equipment from dropping or falling. Nothing shall be posted, tacked, nailed, screwed or otherwise attached to columns, walls, floors or other parts of the venue or exhibit area without the permission of DBIA and the proper building authority. Packing, unpacking and assembly of exhibits shall be done in designated areas and in conformity with directions of DBIA, the venue manager or their assistants.

The Exhibitor must, at the Exhibitor's expense, maintain and keep in good order the exhibit and the space for which the Exhibitor has contracted.

FLOOR PLAN. All dimensions and locations shown on the official floor plan to be supplied are believed, but not warranted, to be accurate. DBIA reserves the right to make such modifications as may be necessary to meet the needs of the DBIA, the Exhibitors and the exhibit program.

CONFLICTING MEETINGS & SOCIAL EVENTS. In the interest of the success of the entire convention and exhibition the Exhibitor agrees not to extend invitations, call meetings or otherwise encourage absence of members or Exhibitors from the convention or exhibit hall during the official hours of the conference, which will be supplied and shall be binding upon the Exhibitor as though fully set forth herein.

CHARACTER OF EXHIBIT/LIGHTS/AMPLIFIERS/MODELS. Management reserves the right to reject any exhibit or portion thereof which it considers inappropriate. Lights, amplifying equipment projecting sound beyond an exhibitor's own space is prohibited. Any use of Exhibit personnel must be handled with utmost decorum in every respect.

SAFETY DEVICES. The exhibitor agrees to accept full responsibility for compliance with federal, state, or local safety, fire and other regulations and to provide and maintain adequate safety devices.

INSURANCE AND INDEMNITY. Exhibitors assume the entire responsibility and liability for losses, damages, and claims arising out of exhibitor's activities and are required to insure themselves against any and all claims resulting from their exhibit. Exhibitors, their agents, and employees waive all claims against DBIA, Show Management and the Hotel/facility, for bodily injury, property damage and personal injury. Exhibitors, their agents and employees agree to indemnify, defend, and hold harmless and indemnify DBIA and the Hotel/facility, for any and all claims, suits, or liabilities resulting from any claims, demands, actions, penalties, judgments and liabilities of any kind (including attorney fees) resulting from their exhibits and/or the exhibitor's activities or breach of this agreement.

A certificate evidencing Comprehensive General Liability Coverage must be provided to Management of Exhibition within 30 days of sign up, or prior to the on-site setup of display by firms obtaining space within 30 days of Show opening.

The Exhibitor assumes the entire responsibility and the liability for losses, damages, and claims arising out of exhibitors activities on the Hotel premises, and will indemnify, defend, and hold harmless the Hotel, its owner, and its management company, as well as their respective agents, servants, an employees from any and all such losses, damages, and claims.

WATCHMEN AND SECURITY. Every reasonable precaution will be taken to protect property during the installation, Show days and removal period. However, neither Management, service contractors, nor the Hotel/facility, are responsible for the safety of the property of exhibitors by theft, damage by fire, accidents, vandalism or other causes.

DBIA CONFERENCE REGISTRATION. Each exhibiting company will be provided one (1) complimentary conference registration per each 100 square feet of exhibit space rented. This includes Conference Proceedings, Meals, Reception, Coffee Breaks, etc. In addition, each exhibiting company will be provided two (2) Exhibit Hall Only Passes per each 100 square feet of exhibit space rented.

WORKER'S IDENTIFICATION. Exhibitor floor personnel must obtain a work pass in order to enter the Event space area during the installation and dismantling of the Show. All designated official Show service contractors for the Event Conference will be required to have their personnel identified with badges that are acceptable to Management or work passes that are issued by Management during the installation, operation and dismantling of the Show. The badge or work pass must be worn at all times by the employee. Work passes are valid only during installation and dismantling of the Show. Your cooperation is requested in making certain that all people working in your space are identified.

INDEPENDENT SERVICE CONTRACTORS. An independent service contractor is any company other than the designated official that provides services such as display installation and dismantling, models, florists, photographers, audio-visual firms, etc. and need access to tour exhibit any time during installation, Show dates or dismantling. Employees of independent service contractors must wear a work pass during the installation/dismantling periods and during Show hours.

The exhibitor must request in writing from Management an authorization to use an independent contractor. This request must contain the following information: the company name and primary contact, address and phone number of the contractor to be used and the services it is to perform. Also the exhibitor must inform whether this contractor is authorized to order Show services on the exhibitor's behalf. Notice from the independent contractor to Management with copies of written authorization from the exhibitor to perform services if applicable will be acceptable.

CANCELLATION OF EXHIBIT SPACE. In the event of cancellation of exhibit space by an exhibitor after the Exhibit Space Contract is signed and accepted, a refund shall be made at the sole discretion of Management, and in no case will a full refund be available. Absolutely no refunds will be made for cancellations that occur after 180 days before the Event. At no time will the entire fee be refunded to an exhibitor canceling their exhibit space.

INABILITY TO HOLD EXHIBIT. In the event that Management should be unable to hold the Event due to any physical disaster, labor strike, or any other occurrence, exhibitors expressly absolve Management of any liability for losses resulting from such occurrence. In such event, exhibitors will be refunded their space rental payments to the extent that Management can do so after covering its expenses.

FAILURE TO OCCUPY SPACE. Space not occupied by one hour prior to the opening of the show, may be forfeited by the exhibitor and this space may be resold, reassigned or used by Management without refund, unless prior approval for late occupancy is obtained in writing from the Management. If the exhibit is on hand, the Management reserves the right to assign labor to set up any display that is not in the process of being erected by one hour prior to the opening of the show, and to instruct that the exhibitor be billed for all charges thus incurred.

EXCLUSION. DBIA shall have the right to exclude or to require modification of any display or demonstration which, in its sole discretion, it considers unsuitable to or not in keeping with the character of the Exhibit. DBIA also has the sole authority to accept or reject applicants for exhibit space. Exhibits will be confined to services, products, equipment, etc., related to the construction industry.

SPACE ASSIGNMENTS. DBIA shall use its best efforts to locate the table/booth in one of the locations designated by exhibitor to provide physical separation of the booth from the booths of those competitors from whom the Exhibitor has requested such separation. Notwithstanding the above, DBIA reserves the right to change location assignments at any time, as it may in its sole discretion deem necessary.

LOTTERIES, CONTESTS, CONCESSIONS AND GIVE-A-WAYS. DBIA has final approval for any or all lotteries, contests or give-a-ways at the meeting. Cash prizes of any amount are prohibited. No lotteries or contests, games of skill or chance involving individual merchandise prizes in excess of \$50 (except daily door prizes) will be permitted to be operated in the Exhibit. These activities and prizes must be within the limits of good taste and are subject to the control and decision of Management. Concessions, Give-A-Ways and other exhibit floor activities that directly conflict with sponsorship packages will not be allowed. Exhibitors should inform Management of these activities before the Show in order to avoid the possibility of the activities being stopped by Management.

SALES PROHIBITION. DBIA prohibits the sale of goods and/or services at the site of the conference. DBIA must approve any exceptions to this prohibition in writing.

HANDLING AND STORAGE. DBIA and the owners or managers of the facility where the Exhibit will be held shall not except or store display materials or empty crates. Such arrangements may be made through the Official Drayer if desired, and exhibitor shall in any event provide the Official Drayer with copies of all bills of lading. All shipments and deliveries to the Exhibit shall be prepaid. Exhibitor shall not incur any obligation to the Official Drayer merely by reason of providing copies of any bill of lading.

MUSIC AND COPYRIGHTED MATERIALS. The exhibitor shall be responsible for securing any and all necessary licenses or consents for any performances, displays or other use of copyrighted works, patented inventions, or other intellectual property in connection with this Exhibit or any hospitality function that may be held in conjunction with this Exhibit. Further, an exhibitor may not use or prevent live, recorded or broadcast music at the event, unless the exhibitor notifies the Show Management of its intent to do so, and the exhibitor has secured all necessary licenses or consents for musical presentation and provide the Show Management with copies of all licenses and consents.

FAILURE TO OBSERVE RULES. Any failure to comply with these rules shall, at the sole discretion of Management, be cause for closing the offending exhibitor's display, as a result of which exhibitor expressly agrees to hold Management harmless and prepayment for such will not be refundable.

SPONSORSHIP. Exhibitor may elect to sponsor an event or item associated with the event. Sponsorship Payment: 50% will be due within 30 days; and Final Balance will be due by 180 days before the event or upon receipt of invoice. Sponsorship refunds shall also be made at the sole discretion of Management. DBIA reserves the right to assign at its discretion, exclusivity of, or affiliation with specific sponsorship items or events. Some items or events may have multiple sponsors. Show Management may in its sole discretion rotate different sponsoring companies provided that sponsorship contracts are finalized early in the sales cycle.

Communication Consent. By applying to exhibit in the Event, exhibiting organizations also consent to receive communications sent by or on behalf of DBIA, its related entities, and all partners and contractors related to the Event. Exhibiting organizations consent to receive communications of all types and via all methods, including facsimile (at any and all phone numbers), regular mail (at any and all addresses), express delivery services (at any and all addresses), telephone (at any and all phone numbers), and email (at any and all email addresses). Regarding above described communications, exhibiting organizations waive any right or claim made under the Federal Communications Commission (FCC) Federal Telephone Consumer Protection Act, or any other statute. This consent covers a period of twenty-four (24) months from date of application contract submission.