

Exhibitor Information

27th Annual Water Expo
Best Western Ramkota Hotel – Bismarck
February 12-14, 2013

- Booth Information** A standard booth includes a choice of table sizes (8' or 4'), two chairs, power, wireless internet, and a company identification sign. All persons working at the booth must wear a name badge. If additional names badges are needed, refer to the additional exhibitor section of the Booth Registration Form. Exhibitors with multiple booths and those sponsoring events will be given prime booth location. Contact us with any additional booth needs.
- Schedule of Events** Exhibit Setup Time - Tuesday, February 12 at 12:00 p.m. to 3:00 p.m.
Exhibit Hours - Tuesday, February 12 from 3:00 to 7:00 p.m.
Wednesday, February 13 from 8:30 a.m. to 12:00 p.m.
Hospitality Time - Tuesday, February 12 at 5:30 p.m. in Exhibit Hall
Exhibit Hall Demonstrations - Wednesday, February 13 from 8:45 to 11:00 a.m.
Training Sessions - Wednesday, February 13 at 1:00 p.m.
Social Hour, Awards Banquet, Scholarship Auction - Wednesday, Feb 13 at 6:00 p.m.
Training Sessions - Thursday, February 14 at 8:30 a.m.
- Sponsorship Opportunities** Sponsorship opportunities are available. Special recognition and advertisement will be given to sponsors as indicated on the enclosed Sponsorship Opportunities form.
- Demonstrations and Training** Exhibitors are allowed the opportunity to formally demonstrate their products or services. Further information is available on the Call for Presenters information sheet.
- Drawings and Prizes** Promotional items and giveaways are allowed at your booth. A formal drawing for larger items (items worth \$25 or more) will be held in the Exhibit Hall at 11:00 a.m. on Wednesday. Please attach a business card to these items and leave them at the Registration Desk.
- Scholarship Auction** A "Live" Scholarship Auction will be held after the Awards Banquet on Wednesday. Please consider donating an item to be auctioned. All proceeds directly benefit the scholarship program.
- Lodging** Lodging arrangements should be made directly with Best Western Ramkota Hotel in Bismarck at 701.258.7700. A block of rooms have been reserved under Rural Water.
- Cancellations and Late Fees** Fee will be refunded only if notice of cancellation is received on or before January 25, 2013. An additional \$50 will be added to registrations received after January 25, 2013. No refunds after January 25, 2013.