

Memo

To: Associate Members and Potential Members
From: Melody Kruckenberg, CEO
Date: October 17, 2007
Re: EXPO 2007 Exhibit Booths

The North Dakota Rural Water Systems Association invites you to be a part of our **22nd Annual Water EXPO and Technical Conference**. It will be held **February 12-14, 2008** at the Minot Holiday Inn Riverside.

To make room reservations call 800-468-9968 and let them know you are attending the Rural Water EXPO to receive EXPO rates (\$58 per night).

Enclosed is a form to be used for making a booth reservation.

Booth space is limited and available on a **FIRST COME – FIRST SERVED** basis. Payment of your **2008 DUES** and booth registration fees are necessary in order to reserve a booth. Booths are available to NDRWSA members only, **one member company per booth**. Please fill out the enclosed form and return it before January 18th, to help us with the planning.

Set up time begins at noon on the 12th and breakdown time starts around noon on the 13th. We will open the exhibit area as soon as the Opening Session is over at approximately 3:30 pm.

In addition to holding the social hour on Tuesday evening, as well as breakfast and lunch on Wednesday in the exhibit area, we are setting aside Wednesday morning for exhibitor's demonstrations. This time may also be used so that our attendees may receive hands-on training and answers to their in-depth questions. Rather than attend formal sessions, our attendees will be able to spend more time with you, our Exhibitors!

Please see the enclosed form for sponsorship opportunities. All sponsors will be recognized throughout the EXPO. Thank you for your consideration and I hope to see you in February!

**NORTH DAKOTA RURAL WATER SYSTEMS ASSOCIATION
2008 BOOTH RESERVATION FORM**

February 12-14, 2008

Call the Holiday Inn Riverside – Minot for room reservations 800-468-9968

COMPANY NAME: _____

Address, City, State, Zip Code: _____

Phone: _____ **Website:** _____

Name of Exhibitor #1: _____ **E-mail:** _____

Name of Exhibitor #2: _____ **E-mail:** _____

Power and wireless Internet are available at all booths. Call 800-349-6951 for additional needs.

Names of additional exhibitors working at your booth - \$60.00 each – includes all meals and social hours.

1. _____ **E-mail:** _____

2. _____ **E-mail:** _____

3. _____ **E-mail:** _____

How many in your group will attend the Tues. night buffet? _____ How many in your group will attend the Wed. night banquet? _____

If interested in conducting an exhibit hall demonstration please describe topic and length of time needed:

Booth reservation fee (\$350)

Includes one 8' wide skirted and curtained booth with 6' covered table, booth sign, all meals and social hours for TWO people.

Custom Booth fee (please call 800-349-6951)

Custom sized booths are available for an additional fee.

Additional exhibitors (\$60 each)

Please list names above.

2008 DUES MUST BE PAID to guarantee booth reservation (\$150)

Please enclose additional \$50 AFTER January 18, 2008

TOTAL

Mail to address below before JANUARY 18, 2008:

North Dakota Rural Water Systems Association

2718 Gateway Avenue, Suite #201

Bismarck, ND 58503-0585

701-258-9249 * 800-349-6951 * FAX: 701-258-5002

E-mail: melkruck@ndrw.org or ericvolk@ndrw.org

EVENT SPONSORSHIP OPPORTUNITIES
22nd Annual Water EXPO and Technical Conference

Company Name: _____

Contact Person: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____ E-mail: _____

List of Events:

Please check which events you wish to sponsor. Thank you for your support!

EVENT	BRONZE - \$100	SILVER - \$250	GOLD - \$500	DIAMOND - \$1000
Coffee Breaks				
<i>Tue. Feb. 12</i>				
Legislative Reception				
Buffet Dinner				
<i>Wed. Feb. 13</i>				
Breakfast				
Lunch				
Social Hour				
Awards Banquet				
<i>Thurs. Feb. 14</i>				
Breakfast				

Amount Enclosed: _____

****Special recognition will be given to all sponsors****
*****All Diamond Sponsors will be honored at the Awards Banquet*****

*****WHY SHOULD YOU SPONSOR AN EVENT?*****

You will receive:

- Prime booth location
- One entry for every \$100 sponsored will go into a drawing for a FREE Booth with prime location at our 2008 Utility EXPO.
- \$100=1 entry, \$250=3 entries, \$500=5 entries, \$1000=10 entries.
- Special recognition throughout the EXPO, which includes:
 - Public Announcements
 - Signage
 - Listing in all attendees' packets

Please return this form with your check payable to ND Rural Water Systems Association
 BY: January 18, 2008
 TO: ND Rural Water Systems Association
 2718 Gateway Ave., Suite #201
 Bismarck, ND 58503-0585

EXHIBITOR INFORMATION AND AGREEMENT
North Dakota Rural Water Systems Association
22nd Annual Water Systems EXPO
February 12-14, 2008
Holiday Inn Riverside - Minot, ND

Registration: Exhibit space is limited. To reserve your booth, please complete the enclosed form and mail with proper funds to NDRWSA, 2718 Gateway Ave. #201, Bismarck ND 58503. We urge early registration.

Booth Fee:

NDRWSA Associate Member	\$350	includes 2 FULL registrations
Non-member	\$500	includes 2 FULL registrations

Custom Booth s(U) are Nh e(U)gotiablte-84 86.0007 86.