

Northwest Environmental Business Council
Invitation to Exhibit
Northwest Environmental Conference & Trade Show
December 7 & 8, 2009 * Red Lion Hotel, Jantzen Beach * Portland, OR 97219

You are invited to exhibit at the 2009 Northwest Environmental Conference & Trade Show. NWEBC is one of the largest, most comprehensive environmental conference and trade shows in the Pacific Northwest.

Why Exhibit

NWEBC provides a preeminent technical program with the most up-to-date policy information for environmental professional. The Trade Show gives companies a platform for offering advanced environmental technologies and services. Exhibiting at NWEBC is an opportunity to interact with decision makers in a highly competitive and sometimes hard-to-reach industry, reaching attendees with purchasing authority. NWEBC offers a wide variety of opportunities to increase your company's visibility among its target audience.

Location

Red Lion Hotel, Jantzen Beach
 909 N. Hayden Island Drive
 Portland, Oregon
 503-283-4466 or 800-Red-Lion

Important Dates & Times	Date	Time
Move in	Sunday, December 6, 2009	4:00 pm – 6:00 pm
Conference/Trade Show	Monday, December 7	7:00am – 6:30pm
Conference/Trade Show	Tuesday, December 8	7:00am – 3:30pm
Tear Down	Tuesday, December 8	3:30pm – 5:00pm

What is Included

- ♦ Booth space – 10' wide x 6.5' deep
- ♦ 8' high back drape & 3' high side drape
- ♦ Fully carpeted
- ♦ Electricity & complimentary WIFI provided
- ♦ 6' draped table with 2 side chairs
- ♦ Company identification sign
- ♦ One complimentary booth representative registration (includes 2 continental breakfasts, 2 lunches and reception Monday evening)
- ♦ Company contact information and short description in conference program (email to Linda@nebc.org by 9/1.)

Additional Marketing Opportunities

Increase your company's exposure by exhibiting at NWEBC Trade Show and purchasing the display advertising option. Ads are published in the *Conference Program & Exhibitor Directory* that all attendees receive and reference throughout the Conference. Display ad specifications: black & white, 3 ¾ inches wide x 5 inches high (vertical ads only), camera ready copy.

Booth Assignment

Space will be assigned based on date/time contract receive. Please [refer to the online floor plan](#) for most up-to-date booth availability. Priority for space assignment will be based on the order in which applications are received and availability of space requested. Non-refundable \$350 deposit must be received before space assignment can be confirmed. NEBC will make every effort to make assignments to preferred booth location. If this space is not available, exhibitor will be contacted to discuss alternative space. If exhibitor is non responsive for four business days for discussion, NEBC will assign the next best available space. NEBC reserves the right to relocate or reassign exhibit booths at any time for the overall benefit of the Conference.

Cancellation Policy

Notification of booth space cancellations must be in writing. Notification can be mailed to NEBC, 620 SW 5th Ave., Portland, OR 97204 or emailed to Linda@nebc.org. Cancellation of booth space for any reason is subject to the following refund schedule and terms. There will be no refund for exhibitors who for any reason do not exhibit at NWEBC and have not submitted a written cancellation request prior to the deadlines outlined below.

- ♦ Before September 14, 2009 - Exhibitor is responsible for non-refundable deposit of \$350.
- ♦ Between September 15, 2009 and November 2, 2009 - Exhibitor is responsible for non-refundable deposit and 25% of total balance.
- ♦ After November 2, 2009 - Exhibitor is responsible for entire exhibit fee regardless of reason for cancellation.

Northwest Environmental Trade Show Application
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Email completed application to Linda@nebc.org

Booth Fees

NEBC Members – Booth Package Only	\$1125
Non Members – Booth Package Only	\$1475
NEBC Members – Booth Package & Display Advertising	\$1400
Non-Members – Booth Package & Display Advertising	\$1750
Additional Booth Reps per person cost (maximum two)	\$135

Please put the address and phone number you want **published in the conference program** below. Company descriptions (40 words or less) should be sent in a separate email to Linda@nebc.org by September 1.

Company
Address
City, State, Zip
Website
Phone – toll free or local?

Booth Package Fee (fees in table above)	\$
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Complimentary Booth Representative (Included in Booth Price)	\$	0
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Name	City	State
Email		
Phone		

1st Additional Booth Rep	\$135
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Name	City	State
Email		
Phone		

2nd Additional Booth Rep	\$135
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Name	City	State
Email		
Phone		

Total	\$
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Amount Enclosed (minimum \$350.00 non refundable deposit)	\$
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Method of Payment: Check Visa MC AMEX

Credit Card No: _____ Exp: / _____ 3-digit Authorization code (4 for AMEX)

Name on Card: _____

Booth Preference

Refer to the exhibit hall floor plan and select desired space in order of preference (refer to [floor plan online](#) for most up-to-date availability.) Space assignment will be based on the order in which applications are received and the availability of space requested.

1st Choice 2nd Choice 3rd Choice 4th Choice

Billing Contact Name	
Address	
City, State, Zip	
Phone	
Email	

Email completed application to Linda@nebc.org