



APRIL 23 – 25, 2013  
Hilton Portland Executive Tower  
Portland, Oregon

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## - EXHIBITOR AGREEMENT -

Please complete the following exhibitor registration information and return to Dana Colwell at Washington State University. **To qualify for the early registration rate (\$550), applications must be received by February 23, 2013.**

(253) 507-8506 (phone)  
[Dana.Colwell@wsu.edu](mailto:Dana.Colwell@wsu.edu) (email)

Late registration is available **after February 23, 2013 for \$650.**

Each registered exhibitor will receive an 8 foot skirted table, 1 chair, and listing in the conference program. There is **not** pipe and drape in the 8x10 booth space – you can remove your table to have a free standing display as long as it does not interfere with your neighboring booth. The fee covers entrance to the sessions, refreshments, lunch on Wednesday, and conference handouts for **one person**. One additional booth staff member can attend for a discounted rate of \$150 (*only one extra booth staff member at this rate*). Additional publicity options are available through sponsorship.

Setup for all exhibits will be Tuesday, April 23rd from 8am – 12pm. You must be completely setup by 12pm, Tuesday, April 23rd. Parking garage space may be available for larger equipment – Please contact Dana Colwell to arrange. Tear down will be Thursday, April 25th at 10:30 am.

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### ***Sponsorship Information***

**Calling all Sponsors!** The Bridge Inspectors' Conference is looking for exhibitors and organizations to sponsor giveaways, breaks, materials, speakers, facility costs, meals, etc.

Sponsors will be listed in the conference program. Sponsors will also have their logo and company information displayed around the conference facility as well as on the website with a link to the sponsoring website. Sponsorship packages will be customized to the sponsoring companies' needs. Please contact Dana Colwell to discuss package options.

**Are you interested in sponsoring the Bridge Inspectors' Conference? YES or NO**

**Refund Policy:** Washington State University – Conference Management, must receive written notification of any cancelled exhibit registration on or before February 23, 2013. An administration fee of \$100 will be charged if your cancellation is accepted. Please email all cancellations to Dana Colwell at [dana.colwell@wsu.edu](mailto:dana.colwell@wsu.edu). By completing this contract you agree to the terms and fees.

## **Contact Information**

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Organization \_\_\_\_\_

Address \_\_\_\_\_

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

Phone \_\_\_\_\_

Booth Staff #1: \_\_\_\_\_ Email **(required)** \_\_\_\_\_

Booth Staff #2 (\$150): \_\_\_\_\_ Email **(required)** \_\_\_\_\_

Do you need electricity to your booth (circle one)?      **YES**      **NO**

Booth Number preference (first come, first served) \_\_\_\_\_

## **Payment Information**

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Total Amount Due \$ \_\_\_\_\_

Total payment is included (make checks payable to Washington State University)

Bill my company. Bill to the attention of \_\_\_\_\_

Billing address \_\_\_\_\_

Charge my VISA or MasterCard,

# \_\_\_\_\_ Exp. Date \_\_\_\_\_ CVV# (3 digit security #) \_\_\_\_\_

**Show management will make booth assignments on a first-come basis.**

*Further information on the Pacific Northwest Bridge Inspectors' Conference is available at:*

[cm.wsu.edu/bridgeinspectors](http://cm.wsu.edu/bridgeinspectors)

*Thank you! Dana Colwell*

Washington State University - Conference Management