

29th Annual College & University Hazardous Waste Conference

*August 7-9, 2011 * Renaissance Hotel Seattle*

JUNE 10, 2011

Dear Prospective Sponsors and Exhibitors,

It is with great pleasure that I invite you to participate in the 29th Annual College and University Hazardous Waste Conference (CUHWC). This year the conference is being hosted by Seattle University. The conference events begin on Sunday, August 7 and extend through Wednesday, August 10, 2011 at the Renaissance Hotel, Seattle.

This year's conference will prove to be an exceptional opportunity for you to interact with the estimated 100-150 environmental, health and safety professionals from colleges and universities across the United States, Canada, and Mexico. I encourage you to look through the attached exhibitor/sponsor packet that contains more details, and to register as a sponsor early to take full advantage of what this year's CUHWC has to offer. We look forward to seeing you in Seattle!

Sincerely,

Amanda Stinnett, CHMM

Conference Steering Committee Member

IUPUI EHS

Attachment

Who are the College and University Hazardous Waste Conference attendees?

A market profile is available at www.cuhwc.net/exhibitor.htm.

CUHWC attendees are EH&S professionals from colleges and universities around the country.

They are decision makers for the purchasing and contracting of a wide variety of environmental and safety products and services. These products and services include the following:

- Disposal for hazardous waste, radioactive waste, mixed waste, universal waste, medical and biohazardous waste, e-waste, cylinders, reactives, and explosives
- Training in the areas of DOT, HAZWOPER, EPA compliance, RCRA, chemical safety, radiation safety, laboratory safety, biosafety, and OSHA compliance
- Supplies such as DOT containers, labels, spill response equipment, PPE, industrial hygiene equipment, waste storage equipment and containers
- Environmental services and consulting for emergency response, remediation, testing, monitoring, engineering, laboratory analysis, pollution prevention, reactives handling, and waste minimization
- Software programs and systems and reference materials

EXHIBITOR BENEFITS

- Interact directly with the expected 100-150 conference attendees.
- Gain prominent exposure of your business in the conference brochure, website, and exhibitor areas.
- Promote your company image, meet new prospects, and generate leads
- Receive a complimentary registration that allows you to attend all conference events (general sessions, opening reception, meals, breaks, tours, and events).
- Receive the opportunity to become a sponsor for an event/activity and receive maximum exposure for your business.

ADDITIONAL SPONSORSHIP OPPORTUNITIES

Sponsorship opportunities currently available (subject to change) include:

Monday Social Buffet at Kell's in the Pike's Place Market

Monday Entertainment at Kell's in the Pike's Place Market

Renaissance Welcome Reception Buffet

Renaissance Welcome Bar Service

Welcome Reception Bar Service @ Renaissance

Conference meals (2 breakfasts, 2 lunches, 4 breaks)

Sponsors will be given choice of the event/opportunity they would like to sponsor on a first paid/first choice basis.

Sponsors will be recognized in various ways throughout the conference - conference brochure, webpage, tent card/sign for exhibitor table, acknowledgement at the sponsored event, etc.

Paid exhibitors/sponsors will be listed on the conference webpage www.cuhwc.net/sponsors.htm.

CUHWC CONTRIBUTOR

Vendors who do not wish to purchase exhibit space but would like to contribute products and merchandise should contact Amanda Stinnett (asfoti@iupui.edu; 317-278-3328) or Chip Romain (JCHIP@seattleu.edu; 206-296-6187). Contributions can be included as part of the conference packet or conference door prizes. Examples of donations include items with your company name/logo on pens, tablets, shirts, mugs, coolies, etc. If you would like your item(s) to be included in the conference packet given to all attendees, please plan on a count of 150 items.

CONFERENCE DOOR PRIZES

In an effort to encourage conference attendees to visit our exhibitors/sponsors, each conference packet will include a "Visit our Sponsors" card. Conference attendees will need to visit all sponsor tables to receive a stamp from each sponsor in order to be eligible to win conference door prizes during the closing session.

FURTHER INFORMATION

Exhibitors/Sponsors can register for the conference by completing the attached registration form and submitting by mail or fax. Exhibitors/Sponsors will receive acknowledgement of their registration and will be contacted by August 20, 2010 with booth assignments, sponsored event information, and other details. Thank you in advance for your interest in and participation in the 2010 College and University Hazardous Waste Conference.

1. The Completed Sponsor/Exhibitor Registration Form may be accompanied by check or credit card information. Confirmation of receipt of registration form will be sent. Full payment must be made before booth assignment will be issued. Sponsorships will be assigned according to date of registration and indicated preferences. Exhibitor space assignments will be made by CUHWC 2011 Steering Committee.
2. The Steering Committee reserves the right to make final determination of space assignments in the best interests of the Conference. Registrations will not be processed or booth space assigned without the required payment.
3. Refer to Exhibitor/Sponsor Registration Form for information about included benefits for exhibitors and sponsors.
4. Exhibitor Withdrawal policy: Written notification must be sent to:
5. Mail: Amanda Stinnett, 620 Union Drive, Room 043 Indianapolis, IN 46202
or email: asfoti@iupui.edu
6. A full refund, less \$100 administrative fee per booth, will be granted if cancellation is made by midnight, June 30, 2011; if cancellation occurs between July 1 and July 15, 2011, a 50% refund will be given; thereafter no refund will be given. If an exhibitor fails to occupy the contracted space without prior notice, no refund will be given.
7. Exhibitor may start setting up displays in the Renaissance Hotel conference area on Sunday, August 7 at 1 pm. CUHWC 2011 tear down must be completed by 12:00 p.m. on Wednesday, August 9, 2011 in the vendor area.
8. Exhibit space will consist of a table, an I.D. sign, 2 chairs, and a waste basket.
9. Exhibitors cannot share exhibit space. Each company must contract for its own space.
10. Use discretion and care with the use of audio/visual equipment. Sound levels must be maintained at a conversational level and not interfere with neighboring exhibits. Special effects and any equipment usage must be reviewed by the CUHWC Steering Committee before their use.
11. Exhibitors must carry insurance to cover exhibit material against damage and loss, and public liability insurance against injury to the person and property to others. Seattle University, The Renaissance Hotel, and CUHWC 2011 are not liable for lost or damaged items.
12. Cost of repairing any damages to the exhibit hall will be billed to the responsible exhibitor. Nothing can be posted on, tacked to, nailed to or attached to the columns, walls, floors, ceiling, furniture, or other properties of the Conference Center.
13. Exhibitors are responsible for delivery, setup and removal of all exhibit materials. Conference organizers will not provide staff or equipment. Further details regarding set up and shipping will be sent

with confirmation of registration.

14. If an act of God or government terminates the Conference, the contract for exhibit space will be terminated without prejudice. Seattle University, The Renaissance Hotel, and CUHWC will not incur liability for damages sustained by exhibitors as a result of such termination.
15. Exhibitors wishing to provide door prize drawings should display the prizes at their booth. Time will be allocated during the Tuesday, August 8, lunch period for exhibitors to award prizes.
16. Specifications, rules, regulations, concerns, disagreements and decisions not addressed herein are completely at the discretion of CUHWC 2011, represented by the CUHWC 2011 Vendor Coordinator and Steering Committee.
17. For further information, contact Amanda Stinnett (asfoti@iupui.edu) 317-278-3328 or Kevin Mouser (kmouser@iupui.edu) 317-274-4351.

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Exhibitor/Sponsor Registration Form

Name: _____

Badge Name: _____

Organization: _____

Address: _____

City: _____

State: _____

Zip: _____

Phone: _____

Fax: _____

Email: _____

Choose from the following options for exhibition and sponsorship. If requested, indicate your first and second preference for sponsorship and/or the dollar amount that you would like to sponsor (for bar service).

Exhibitor (includes 1 table booth, 1 free conference registration, listing on the conference webpage, and ¼ page ad in conference program) **\$1500**

Extra table **\$500** (in addition to exhibitor fee)

Extra conference registration **\$350** (in addition to exhibitor fee)

½ page ad **\$250** (in addition to exhibitor fee)

Full page ad **\$500** (in addition to exhibitor fee)

Renaissance opening reception **\$1000**

Renaissance opening reception bar service **\$1500**

Conference breakfast **\$1000**

Conference lunch **\$1000**

Conference break **\$500**

Kell's Buffet **\$1500**

Bar service **\$1500**

Kell's Entertainment **\$1500**

All sponsorships include listing on the conference webpage as well as a ¼ page ad in the conference program.

If you would like to make a contribution either for door prizes or for distribution to conference attendees with the conference package, please contact Amanda Stinnett (asfoti@iupui.edu; 317-278-3328) or Chip Romain (JCHIP@seattleu.edu; 206-296-6187).

Registration can be completed online by clicking on the vendor registration link at

<http://www.cuhwc.net/2011/index.htm> or completed registration forms can be faxed or mailed to Amanda Stinnett or Kevin Mouser at 317-278-2158 or 620 Union Drive, Room 043 Indianapolis, IN 46202.

Checks should be made payable to: College and University Hazardous Waste Conference.