



THE VWWA 2025 WINTER CONFERENCE

February 19-20 | vawaterwellassociation.org/winter-conference

RICHMOND - VIRGINIA

EXHIBITOR PROSPECTUS



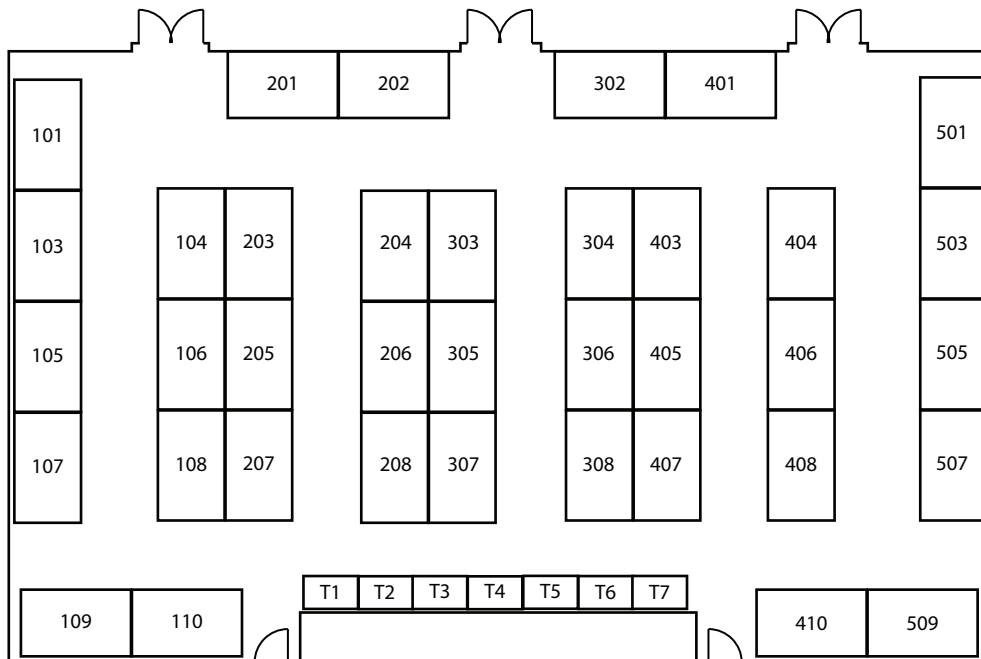
WESTIN RICHMOND

6631 W Broad Street

Richmond, Virginia 23230

EXHIBITION HALL

Early bird rates expire January 24, 2025 - rates will increase by \$100 thereafter. Electricity is additional at \$75 fee per booth.



BLUE RIDGE BALLROOM

	NONMEMBER	MEMBER
10' X 6' BOOTH	\$700	\$550
ADD-ON BOOTH	\$500	\$300
20' X 40' OUTDOOR EQUIPMENT SPACE	\$500	\$300
MR - TABLE TOP DISPLAY	\$300	\$200

DEDICATED EXHIBIT HOURS	
WEDNESDAY - FEB 19	2:00 PM - 6:00 PM
THURSDAY - FEB 20	8:30 AM - 11:00 AM

We are excited to enjoy a new venue where it has been newly renovated both in the star rooms and the banquet spaces! The 2025 Winter Conference and Exhibition will be a breathe of fresh air to connect.

This location does allow for everything to happen in one place. Our attendees have the ability to stay in the hotel rooms that are adjacent to the exhibit hall and communal spaces and never have to leave the facility. The warm staff and centrally located facility are sure to bring groundwater professionals from around the state back to the annual conference, once again.

As you consider your booth, please note the exhibition hall is fully carpeted. **Each booth will come with a table, two chairs and a wastebasket. Electricity is still an add-on to the registration fee.** No heavy equipment or trailers will be in this space. All heavy equipment and trailers will be located outside in a dedicated area of the parking lot.

The conference schedule does provide dedicated hall hours on Wednesday, February 19th from 2 PM until 6 PM and again Thursday, February 20th from 8:30 AM until 11 AM. Setup and teardown hours are before and after the dedicated exhibit hours.

Live Auction

Wednesday at 6:00 PM

The VWWA is eager to once again enjoy the Live Auction energy. The auction supports the association's operating fund and additional programs throughout the year and we need your support! If you would like to contribute to our event, please let us know. The deadline for items is Wednesday, February 19th at 2:00 PM in order to be ready for the Banquet at 6:00 PM the same evening. Items that have done well in the past are technology or tool related. We appreciate all the items that are contributed to make this event a success!

****Banquet registration is in addition to the booth. Please be sure to add a banquet Ticket if you would like to join us for dinner!**

Banquet Raffles

During Banquet Program

In addition to the auction, the VWWA gives out raffle prizes to cut up the BINGO games and awards. Individual raffle bags from your company are encouraged or if you would like to contribute individual items that the VWWA can place in other bags - we appreciate either.

We appreciate all the support to help make the dinner banquet enjoyable for everyone.

SPONSORSHIP LEVELS | BRONZE \$200 . SILVER \$500 . GOLD \$1,000 . PLATINUM \$2,500 . DIAMOND >\$2,500

TERMS AND CONDITIONS

1. DEFINITIONS:

- a. "PRODUCER" shall mean Virginia Water Well Association.
- b. A Building Manager shall mean the facility manager or a designated representative during their absence.
- c. A "Premises" shall mean RICHMOND WESTIN.

2. ELIGIBILITY OF EXHIBITS: The Producer reserves the right to determine the eligibility of any company or product to exhibit in the show.

3. SUBLETTING OF EXHIBITS: No Exhibitor shall assign, sublet or apportion the whole or any part of his/her exhibit space.

4. RELOCATION OF EXHIBITS: The Producer reserves the right to alter locations as shown on official floor plan as deemed advisable or necessary.

5. BOUNDARIES: No part of any exhibit may extend beyond Exhibitors assigned space boundaries. Aisle space is controlled by the Producer.

6. EXHIBITS:

a. Exhibitors move in and set-up on 2/19/25, from 8:00 AM to 2:00 PM. All exhibits shall be completed and in operating order by 2:00 PM on 2/19/25.

b. No walls exceeding eight feet at back wall or three feet at sides may be constructed unless prior written permission is given by the Producer.

c. The Producer reserves the right to finish and decorate any unfinished partitions, backs of signs that are, in the Producers opinion, exposed to the public view. Exhibitor agrees to reimburse the Producer the actual cost of said finishing and/or decorating.

d. Dismantling of any display prior to the closing hour of the show is prohibited.

e. Exhibitors must comply with all state and local laws, rules, regulations and ordinances.

f. The Producer shall have sole control over all admission policies. No smoking will be permitted in the exhibit hall.

7. LIMITATION OF LIABILITY: The Exhibitor agrees to make no claim against the Producer, show Sponsor or the city or state wherein show is held for loss, theft, damage of goods, nor for any injury to him or his employees, suffered while show is being set up, taken down or in progress. Exhibitor agrees to indemnify and hold harmless the show Producer, show Sponsor and the city and state wherein the show is held, of all claims arising out of acts, omissions or negligence of Exhibitor, his employees or his agents.

8. INSURANCE: Exhibitors who desire insurance for their exhibits must purchase same at their own expense. (See section 16)

9. PERSONAL PROPERTY: The Exhibitor hereby waives all right under the Constitution and the laws of the Commonwealth of Virginia or any other state to claim personal property exempt as against any liability, debt or obligation arising under this agreement.

10. FOOD & BEVERAGES: No food or beverages shall be brought onto the premises except through the building concessionaire, who has been assigned those rights through a contract with the Producer.

11. FREE SAMPLES: No free samples of food, beverage or any product may be given away or otherwise distributed by Exhibitor or his agents without prior written approval of the Producer. (small candies, etc. excluded.)

12. FAILURE TO EXHIBIT: If the Exhibitor, being entitled to possession through this agreement, shall fail to take possession of or to use the premises, no rent refund shall be made and the full rent called for by this agreement shall be payable by the Exhibitor to the Producer as liquidated damages, and not by way of penalty. Late setup is strictly prohibited and may result in forfeiture of the right to exhibit.

13. REMOVAL OF EFFECTS: The decorator shall have the right to remove all effects remaining on the premises after 5 pm on 2/21/25 at Exhibitors' expense and to store same at the sole expense of the Exhibitor, and without any liability therefore on the part of the RICHMOND WESTIN or the Producer or their agents.

14. DAMAGE:

a. Exhibitor, his agents, guests or patrons shall not injure, mar or in any manner deface the premises or equipment therein, and shall

not cause or permit anything to be done whereby the premises or equipment therein shall be in any manner injured, marred, unduly soiled, defaced, lost, stolen or otherwise removed from the premises and will not drive or permit to be driven nails, hooks, tacks or screws into any part of the premises and will not make nor allow to be made any alterations of any kind therein. Should any of the aforementioned prohibited acts occur, Exhibitor agrees to promptly make restitution therefore to the Hotel by cash or certified check.

b. Exhibitor agrees that if any portion of his show space shall be damaged by the act, default or negligence of himself, or of his agents, employees, patrons or guests, Exhibitor will pay to the Hotel/Facility upon demand such sum as shall be necessary to restore the premises and/or equipment to their previous condition. Exhibitor hereby assumes full responsibility for the acts and conduct of all persons within his exhibit area.

15. MAINTAINING THE PEACE: The Producer or her representatives shall have the right to eject any disruptive or objectionable persons from the premises. Upon exercise of this authority, Exhibitor hereby waives any and all right or claim for damages against the Producer, the Hotel/Premises or their agents.

16. HOLD HARMLESS: The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury or damage to exhibitor's displays, equipment and other property brought upon the premises of the Hotel and shall indemnify and hold harmless the Hotel, agents, servants and employees from any and all such losses, damages and claims.

17. SELLING POLICY: Exhibitors shall not solicit business or distribute samples, catalogs, etc, in a manner that may be considered a noisemaker or show stopper.

18. TERMINATION OF THE SHOW: If the Producer determines that the premises wherein the show is being held have become unfit for occupancy or if they become materially interfered with by reason of strike, embargo, injunction, act of war, act of God, or any other act or event not the fault of the Producer, this agreement may be terminated by the Producer in the event of such termination. The Producer may, after deducting all cost and expenses, including a reserve for claims, refund to the Exhibitor as for complete settlement and discharge of said Exhibitors claims and demands, his pro-rate share of all monies paid by all exhibitors.

19. PAYMENT AND CANCELLATIONS: All exhibit spaces must be paid for in full prior to the opening of the show. No cancellations will be honored after January 24, 2025.

20. PRODUCER POWER: Exhibitor agrees that VVWA will have full power in a matter of interpretation, amendment and enforcement of all exhibitors rules and regulations. In all instances, VVWA's rulings will be final. All rights and privileges granted to exhibitor under this agreement and any subsequent amendments are subject to and subordinate to the master lease between the Virginia Water Well Association (VVWA) and the facility/Premises.

21. COVID-19 RELEASE & HOLD HARMLESS AGREEMENT: By registering and attending a Virginia Water Well Association (VVWA) event/meeting you acknowledge that there is an unknown risk of exposure to COVID-19 through exposure to contaminated objects, as well as through personal contact. Such exposure carries with it a certain degree of risk that could result in illness, disability or death. You agree to release and hold harmless VVWA, its employees, officers, and vendors from and against all claims of damages and liability resulting from exposure to COVID-19. Registrants/Attendees also warrant they are abiding by their state/locality laws regarding COVID-19 restrictions.

22. CROWD RELEASE: By registering and attending a Virginia Water Well Association (VVWA) event/meeting you grant VVWA full rights in perpetuity to use the images resulting from the photography/video filming taken at the event/meeting, and any reproductions or adaptations of the images for publicity or other purposes to help achieve VVWA's mission. This might include (but is not limited to), the right to use them in VVWA's printed publications and in online publicity, social media, and press releases.





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EXHIBITOR AGREEMENT

RICHMOND WESTIN
6631 W Broad Street
Richmond, Virginia 23230
(804) 282-8444

EXHIBITOR INFORMATION

EARLY BIRD RATES EXPIRE JANUARY 24, 2025

COMPANY _____

CONTACT PERSON _____

OFFICE () _____

MAILING ADDRESS _____

TOWN/CITY _____

STATE _____

ZIP _____

E-MAIL _____

EXHIBIT BOOTH, EQUIPMENT & SPONSORSHIP OPTIONS

Only current VWWA members are entitled to pay reduced member registration fees. Thursday breakfast and both lunches are included.

QTY

\$ VALUE

10' X 6' BOOTH NONMEMBER **\$700.00** / MEMBER **\$550.00**

Booth includes two badges, 6' table, wastebasket, two chairs, signage, pipe and drape. Order additional furniture, furnishings from Exhibition Services.

EXTRAS **+ ADDITIONAL EXHIBITOR BADGES \$65 EACH**

+ ADD-ON 10' X 6' BOOTH NONMEMBER **\$500.00** / MEMBER **\$300.00** (Additional booth fee - includes two badges.)

+ BOOTH ELECTRICITY per booth **\$75** - 5 amp electrical drop

20' X 40' OUTDOOR SPACE NONMEMBER **\$600.00** / MEMBER **\$400.00**

Space for rigs, equipment, interactive trailers - no booth setup. Includes four badges.

MANUFACTURER REPRESENTATIVE - 4 FT Table Top Display + Floor Presence **\$300** (per person)

DINNER BANQUET TICKET - \$40 PER PERSON - DINNER PROGRAM & LIVE AUCTION - WED, FEB. 19 @ 6:00 PM - BALLROOM

SPONSORSHIP OPTIONS

Sponsorships are acknowledged in print pieces, signage, website, meetings, etc., according to level.

BRONZE ≤ \$200 SILVER ≤ \$500 GOLD ≤ \$1,000 PLATINUM ≤ \$2,500 DIAMOND > \$2,500

Early Bird rates expire January 24, 2025. Rates will increase by \$100 thereafter. Preregistration closes on February 7, 2025.

Total(s)

BADGES

\$

BADGE REGISTRANT NAMES



LIVE AUCTION DONATION

Please consider donating to our auction this year. Goods can be brought to the registration area on **Wednesday, 2/19 by 2:00 PM**. Be sure to attach a business card to the item.

BOOTH PREFERENCE:

VWWA management assigns booths to first come, first serve basis and holds the right to reassign to the next available booth.

1

2

3

PAYMENT INFORMATION

Please mail form and payment, payable to:

VWWA

**P.O. Box 1170
Powhatan, VA 23139**

Check #

Credit Card



Company Card?

Cardholder name (as appears on card) _____

Card # _____ SEC. Code: _____ Exp Date: ____/____/____

Refund Policy: Written notification required before JANUARY 24, 2025 for a refund less a \$136.00 fee. NO REFUND thereafter.

Questions?
VWWA Office (804) 387-8395 Fax (804) 302-7978
info@vawaterwellassociation.org

Signature: _____

CONTRACT AGREEMENT: I understand this agreement becomes a contract when signed by us and accepted by VWWA Executive Director. I agree to abide by the terms stated in the 2025 Exhibitor Prospectus.

Signature of Authorized Representative

Title

Date



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PO BOX 1170
POWHATAN, VA 23139



WESTIN RICHMOND
6631 W Broad Street
Richmond, Virginia 23230

- 3 TRACKS OF CLASSES
-
- 6.5 HOURS OF EXHIBITIONS
-
- DOOR RAFFLES
-
- DINNER BANQUET
-
- LIVE AUCTION

CONFERENCE SCHEDULE

WEDNESDAY, FEBRUARY 19

- 8:00 AM - 2:00 PM EXHIBITOR SETUP
- 8:00 AM - 2:00 PM EDUCATION SESSIONS
- 2:00 PM - 6:00 PM EXHIBITION HALL OPEN
- 6:00 PM - 10:00 PM DINNER BANQUET

THURSDAY, FEBRUARY 20

- 8:30 AM - 11:00 AM EXHIBIT HALL OPEN
- 11:00 AM - 4:00 PM EXHIBITOR TEARDOWN
- 11:00 AM - 5:00 PM EDUCATION SESSIONS

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**THE VWWA
WINTER CONFERENCE**



Early Bird Rates Expire January 24!