

JUNE 25-28, 2012 ★ SAN ANTONIO, TEXAS
THE 45TH ANNUAL KEEP TEXAS BEAUTIFUL CONFERENCE



CELEBRATING 45 YEARS
ENVISIONING A BEAUTIFUL FUTURE

CONFERENCE EXHIBITOR PROSPECTUS

The 45th Annual Keep Texas Beautiful Conference will be held in San Antonio, TX on June 25-28, 2012 at the Westin Riverwalk. We hope you will join Keep Texas Beautiful and the hundreds of Texans committed to enhancing their community environment.

WHAT TO EXPECT

An atmosphere of enthusiasm and energy permeates the air at every Keep Texas Beautiful conference. It serves as the annual event for community, government and business leaders to network, gain knowledge and be rewarded for their outstanding community improvement efforts. Our partnerships with public, private and civic entities afford your company's exhibit a broad-based, diverse audience. Based on previous conference attendance, KTB expects to register more than 500 individuals in 2011. Attendees include affiliate leaders, law enforcement officials, educators, volunteers, youth, board members, state agencies and elected officials. You will make statewide contacts through our network of more than 360 affiliate community organizations, which represent more than 19 million Texans.

BENEFITS FOR EXHIBITORS

◆ Conference sponsorship benefits

- Listing in online conference information website
- Listing in on-site program (*contract must be received by Friday, May 18, 2012 for this benefit.*)
- Listing in *Grassroots*, *eNews* and *Community Strong: Affiliate Network News* (internal and external KTB newsletters with an estimated audience of 3,000)

◆ Attendee roster

- Expected attendance of more than 500 people
- Attendee list will be provided in your exhibitor packet upon arrival -- final attendee list will be emailed after conference

◆ Conference Registration

- One (1) complimentary registration that includes (1) ticket to each meal event
- Excellent visibility and opportunity to network with conference attendees
- Option to purchase additional meal tickets if needed

EXHIBIT BOOTH SPECIFICATIONS

Exhibitor booths will be open Monday through Thursday. In order to have the exhibits placed within the most visible, high traffic area, space is limited. Booth dimensions are approximately 8' by 10'. Each booth includes: one (1) six foot skirted table and two (2) chairs designated with tabletop sign. Electricity is available for a number of tables on a first-come, first-served basis. **No large exhibit setups, please.** Exhibitors who need additional space for their display may purchase an adjacent exhibit space and pay the registration fee for each booth.

LOCATION OF EXHIBITS

The KTB exhibit area will be located on Ballroom level of the Westin Riverwalk in front of the Main Ballroom. All general sessions, meal functions and refreshment breaks, as well as the KTB registration area will be located on this floor.

EXHIBIT HOURS* *subject to change*

Monday, June 25 12:00 pm – 5:00 pm (*Specialized Training Day*)
Tuesday, June 26 8:00 am – 4:30 pm (*Official Conference Start Day*)
Wednesday, June 27 8:00 am – 5:00 pm
Thursday, June 28 8:00 am – 2:00 pm

**Exhibits must be staffed at all times during exhibit hours.*

SETUP TIMES *subject to change*

Monday, June 25 8:00 am (*Specialized Training Day*)
Tuesday, June 26 6:00 am (*Official Conference Start Day*)
Wednesday, June 27 6:00 am
Thursday, June 28 6:00 am

TRAFFIC GENERATING FEATURES

A number of features exist that are designed to increase traffic flow in the exhibit area. They include:

Exhibit Area Refreshments: Attendees will join exhibitors for refreshments in the exhibit area, including morning coffee service.

Prize Drawings: As attendees visit your booth, you can collect business cards and valuable contacts by offering a prize or gift. Please note that each exhibitor is responsible for the logistics surrounding their drawing(s), as well as winner announcement and prize distribution.

Exhibitor Bingo: To encourage as many attendees as possible to visit our exhibitors' booths and learn about your products and services, conference attendees will receive a BINGO card with exhibitor names printed on it. Completed cards will be entered into a raffle drawing to win a free Full Conference registration for the 2013 conference. Please note that attendees will ask that you sign the BINGO card as they visit with you.

SIGN UP TODAY

To become an Annual Conference exhibitor:

- Review and accept terms and conditions of the contract
- Return contract by email (*credit card only*): melissa@ktb.org
- Return contract by fax (*credit card only*): 512-478-2640
- Return contract by mail (*check, money order, or credit card*):
Keep Texas Beautiful, Attn: Melissa Trahan Pecorino, 8850 Business Park Drive, Suite 200, Austin, TX 78759

CONTACT MELISSA TRAHAN PECORINO AT 1-800-CLEAN-TX OR E-MAIL MELISSA@KTB.ORG TO RECEIVE MORE INFORMATION ABOUT EXHIBITOR OR SPONSORSHIP OPPORTUNITIES.



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CONFERENCE EXHIBITOR APPLICATION AND CONTRACT

CONTACT INFORMATION

Please list all information exactly as you wish it to appear in promotional material.

Company _____ Contact Name _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ E-Mail _____

Website _____

Description of product or service: _____

On-Site Contact(s): *if different from above* _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ E-Mail _____

EXHIBITOR OPTIONS

I plan to exhibit on core conference training days:

- Tuesday, June 26, 2012 AND Wednesday, June 27, 2012 AND Thursday, June 28, 2012
- Tuesday, June 26, 2012
- Wednesday, June 27, 2012
- Thursday, June 28, 2012

I would also like to exhibit the following half-day at no additional charge:

- Monday, June 25, 2012
- I need electrical equipment *list equipment, duty size, and total amps* _____
- I need a larger space and have enclosed the additional registration fees associated with that space.
- I want preferred booth placement. Please contact me about sponsorship opportunities.
- For an additional fee of \$150, I would like to place promotional materials to be given to attendees at the registration desk.
- I would like to increase my company's exposure by donating an item for Keep Texas Beautiful's fundraiser to take place during the annual conference.

I would also like to register my colleague for the following additional meal functions:

Single Tickets <i>do not include education sessions</i>	<i>on/before 5/25</i>	<i>after 5/25</i>	<i>onsite</i>
<input type="checkbox"/> Tuesday: Keynote Luncheon	\$40	\$45	\$55
<input type="checkbox"/> Wednesday: Don't Mess with Texas Luncheon	\$40	\$45	\$55
<input type="checkbox"/> Wednesday: GCAA Dinner	\$55	\$60	\$70
<input type="checkbox"/> Thursday: Affiliate Recognition Breakfast	\$30	\$35	\$45
<input type="checkbox"/> Thursday: KTB Awards Luncheon	\$40	\$45	\$55

Exhibitor Registration - \$600

Additional Meal Registration(s) - \$ _____

Total Amount Due - \$ _____

METHOD OF PAYMENT

- Check enclosed
Check No. _____
*Make checks payable to Keep Texas Beautiful and mail to:
8850 Business Park Drive, Ste. 200, Austin, TX 78759.*
- Government Purchase Order
PO No. _____
An invoice will be mailed to you.

- Please charge my credit card
 Visa MC AmEx
You will receive a receipt via the email address provided below.
Cardholder's Name _____
Card Number _____
Signature _____ Exp. Date _____
CID # _____ Zip _____
Address card is billed to: *(if different from above)*

Email address for receipt: _____

TERMS AND CONDITIONS

The signed contract and a 50% deposit must be received to secure a booth. The remaining balance is due no later than Friday, June 8, 2012. Non-payment of balance by this date will be interpreted to mean that the company no longer wishes to exhibit, and the reservation will be cancelled.

Booth cancellations must be made in writing. Because of the many advance preparations in connection with the KTB exhibits, the cancellation deadlines and refund policies are as follows:

- Full refund for cancellations received prior to April 20, 2012.
- 50% refund for cancellations received from April 21- May 18, 2012.
- No refund for cancellations received after May 18, 2012.

Reservations for space WILL NOT be accepted over the phone. Emailed, faxed or mailed contracts WILL be accepted with credit card payment or a check submitted.

Space assignments for exhibits accepted by Keep Texas Beautiful are made on a first-come, first-served basis. Priority of space assignment will be based on the date and time the application and payment is received. If a number of applications are received at the same time, the company's history as an exhibitor will be the next consideration for "ranking" the applications. In addition, conference sponsors receive preferred placement.

The exhibitor registration fee entitles you to booth space on the days indicated and one (1) complimentary conference registration. This badge is transferable among company representatives as long as the exhibitor notifies Conference Management of the changes. **Any additional representatives must pay all applicable conference registration fees.** You are encouraged to register representatives in advance. All exhibitor representatives are required to wear badges while in attendance at conference functions.

Booth dimensions are approximately 8' by 10'. Each booth includes: one (1) six foot skirted table and two (2) chairs designated with tabletop sign. Electricity is available for a number of tables on a first-come, first-served basis. **No large exhibit setups, please.**

Exhibitors who need additional space for their display may purchase an adjacent exhibit space and pay the registration fee for each booth.

All displays, signs, etc. must be self-supporting. Exhibitors will not be allowed to nail anything into the walls or floors of the exhibit space. Exhibits needing special equipment to install must be scheduled with Conference Management in advance.

Exhibitors may ship goods directly to the hotel, but items should not arrive earlier than 5 days prior to the conference start date. Exhibitors are responsible for all charges relating to shipping and storage of their items.

Conference Management shall bear no responsibility for damage to Exhibitor's property, nor for lost shipments either coming in or going out, nor for moving costs.

If the conference exhibition is canceled due to circumstances beyond the control of Keep Texas Beautiful or the Westin Riverwalk, all payments connected with booth rental will be refunded.

It is agreed that the exhibitor will abide by the rules and regulations cited above before, during, and after the exhibit, and by other reasonable rules considered necessary by Keep Texas Beautiful or the Westin Riverwalk, provided that these rules do not materially alter the exhibitor's contractual rights. All matters and questions not covered by these regulations are at the discretion of Conference Management. These regulations may be amended at any time by Conference Management, and all amendments that may be so made shall be equally binding upon publication on all parties affected by them, as are the original regulations. This contract to exhibit and any agreement incorporated in it shall be governed by the laws of Texas.

CONTACT MELISSA TRAHAN PECORINO AT 1-800-CLEAN-TX OR E-MAIL MELISSA@KTB.ORG TO RECEIVE MORE INFORMATION ABOUT EXHIBITOR OR SPONSORSHIP OPPORTUNITIES.

By signing below, the appropriate representative indicates that he/she has read, understands, and agrees to the terms & conditions for exhibiting at the 2012 Keep Texas Beautiful Conference. Submission of this contract constitutes a legal and binding agreement.

Authorized Signature:

Date:
