

FIFTH
INTERNATIONAL
CONFERENCE ON
**REMEDIATION OF
CONTAMINATED SEDIMENTS**



February 2-5, 2009
Hyatt Regency Riverfront Hotel
Jacksonville, Florida

EXHIBIT CONTRACT

Presented by

Battelle

The Business of Innovation

Sponsors



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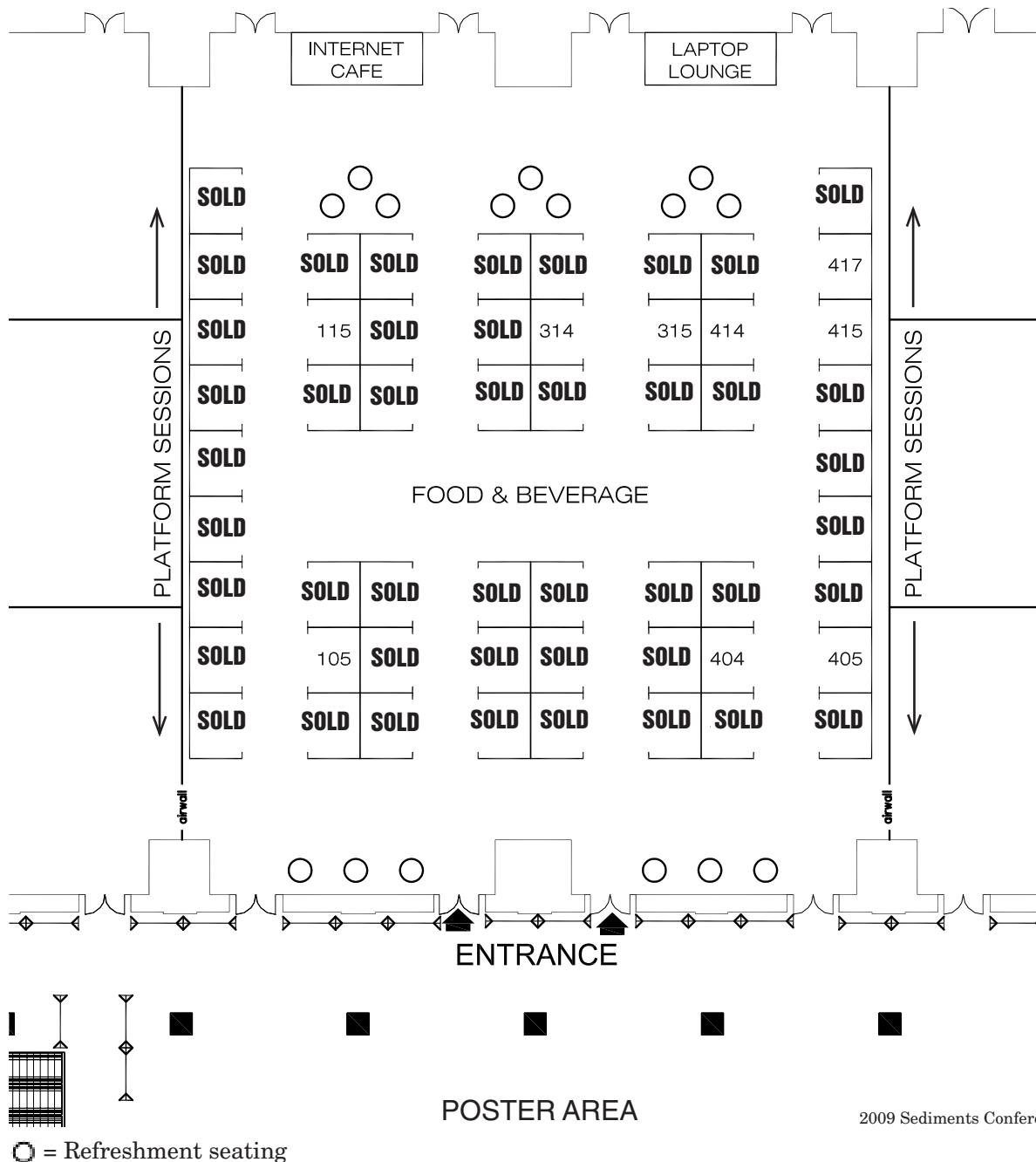
EXHIBIT FLOORPLAN

Organizations that provide sediment assessment, remediation, and management services and products are invited to exhibit at the Conference. Exhibits will be on display for the duration of the Conference in a large area adjacent to the platform and poster presentation, registration, lunch, break, and reception areas. Because the Exhibit Hall is centrally located, exhibitors will have the opportunity to present information to a focused audience of an estimated 800 to 1,000 people who acquire and use environmental management products and services at industrial and government sites around the world. The fee for an 8-ft X 10-ft booth and standard furnishings is \$2,495 if payment is made by August 31 and \$2,795 if paid later.

The **Application for Exhibit Space** form must be submitted to reserve a booth. Space is limited and will be assigned according to receipt of the completed application, with priority given to Conference co-sponsors. Payment is due by November 2, 2008.

Inquiries about exhibits should be addressed to The Conference Group—e-mail: info@confgroupinc.com; telephone: 800-783-6338 (USA and Canada) or 614-488-2030; fax: 614-488-5747.

Exhibit hours: Mon. 5:00 P.M. – 7:00 P.M.
 Tues. & Wed. 7:00 A.M. – 7:00 P.M.
 Thur. 7:00 A.M. – 1:00 P.M.



CONTRACT TERMS AND CONDITIONS

Fees/Application Process – The fee for one 8-ft by 10-ft booth space is US\$2,795 (US\$2,495 if paid by August 31, 2008). Applications will be accepted as long as space remains. Any booth for which payment has not been received by November 2, 2008, is subject to cancellation. **Organizations are limited to one booth space.** The products or services to be exhibited must be pertinent to the technical scope and purpose of the Conference. The Conference Group (TCG) will review and approve all applications. Cancellations received by November 2 will result in a 50% refund; no refunds will be made for cancellations after November 2, 2008. All requests for a hospitality suite or public function space must be made through TCG.

Each 8-ft by 10-ft booth will include:

- ▶ 8-ft backdrapery and two 3-ft side drapes
- ▶ one standard 500-watt duplex outlet
- ▶ Carpeted Exhibit Hall
- ▶ identification sign
- ▶ 2-ft by 6-ft skirted table and two chairs
- ▶ one waste basket
- ▶ two booth staff badges

Location and Shipping/Storage – The Sediments Conference and exhibits will open Monday evening, February 2, 2009, at the Hyatt Regency Riverfront Hotel, 255 East Coastline Drive, Jacksonville, Florida 32202. Exhibit material must be shipped to Arata Expositions, Inc., for storage and delivery to the Exhibition site; **direct shipments will not be accepted at the hotel.** The Exhibitor Service Kit will be mailed to you in November and will include shipping and material-handling instructions. All materials must be clearly marked with the name and dates of the Conference, as well as your company name and assigned booth number. Return shipment instructions must be provided to Arata Expositions, Inc. by the Exhibitor at the show site.

Booth Assignment – Space will be assigned on a first-come/first-served basis, with priority given to Conference co-sponsors. A confirmation letter with booth assignment will be sent once payment is received. Every effort will be made to assign exhibit space according to each Exhibitor's stated preferences and special requirements for the display, subject to availability. TCG as Battelle's agent reserves the right to rearrange the floor plan and/or to relocate any exhibit to further the best interests of the Conference.

Booth Staff Registration – Booth staff are defined as your employees who will be attending the Conference solely to work in your exhibit; they will be admitted to food functions but not to technical sessions, nor will they receive the Conference proceedings. **The exhibit fee includes badges for two booth staff; badges for up to two additional booth staff can be purchased for US\$200 each.** Booth staff badges will be issued for the full exhibition period and are not transferable to other individuals. In addition to the exhibit application, each exhibitor must complete and return the Booth Staff Registration form no later than November 2, 2008—each name change after that date will be assessed a US\$35 charge. A one-day only visitor's pass to the Exhibit Hall is US\$200. No one under 18 years of age will be admitted to the Exhibit Hall.

Technical Program Registration – Each exhibitor may designate up to two individuals to register for the technical program at the reduced rate of US\$500 each. It is the exhibitor's responsibility to instruct the designated individual(s) to submit the Exhibitor Technical Registration form and payment. Only those registered for the technical program will be admitted to technical sessions and receive the Conference proceedings. Anyone making a platform or poster presentation must be registered for the technical program. Technical program registrants may, of course, staff the exhibit booth as needed.

Security/Insurance – The exhibit hall will be secured during the hours when exhibits are closed. However, neither Battelle, Arata Exposition, TCG, or the Hotel will be responsible for the safety of exhibits against theft or loss. Exhibitor hereby assumes entire responsibility for items placed on or in the exhibit booth and/or brought to the Conference and hereby agrees to protect, defend, indemnify, and save Battelle, The Conference Group, Arata Expositions, the Hotel, its owners, its operator, and each of their respective parents, subsidiaries, affiliates, employees, officers, direc-

tors, and agents harmless against all claims, losses, or damages to persons or property, charges or fines, and attorney's fees arising out of or caused by its installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of the Hotel and its employees and agents.

Display Schedule – The schedule shown below is tentative, and minor adjustments may be made in exhibit hours, depending on the technical program schedule. You are not required to staff your booth during all exhibit hours; booth staffing within the exhibit schedule is at the discretion of the exhibitor. However, the exhibit hours will be enforced for the display—setup must be completed and all packing materials removed by 4:00 p.m. Monday, and early teardown will not be permitted. **Any exhibitor who begins teardown before Thursday 1:00 p.m. will be charged a \$1,000 penalty and will not receive placement priority at future events.**

▶ Set-up: Monday NOON–4:00 P.M.

▶ Tear-down: Thursday 1:00–4:00 P.M.

▶ Exhibit hours: Monday 5:00 P.M.–7:00 P.M.

Tuesday and Wednesday 7:00 A.M.–7:00 P.M.

Thursday 7:00 A.M.–1:00 P.M.

Use of Exhibit Space – Sharing or subletting of exhibit space is prohibited. No exhibitor will be permitted to display outside the confines of the assigned exhibit space. To ensure an unobstructed view of neighboring exhibits, back walls cannot be higher than 8 feet, and side walls must terminate 3 feet from the back wall. The reverse sides of end wing panels must be covered or painted if they are visible in adjacent booths. To maintain adequate traffic flow, vendor-sponsored food and beverage is prohibited in individual booths. Any requests for outdoor demonstrations or other display space at the conference facility must be approved by TCG.

Copyrighted Material – It is the responsibility of the Exhibitor to obtain appropriate copyright releases for use of any type of copyrighted material (e.g., publications, graphics) during the Conference. Exhibitors are not to use any music—live or recorded.

General Provisions – The license granted by this Contract is non-transferable without the prior written consent of The Conference Group. The Exhibit Space and associated facilities licensed hereunder are provided on an "as-is" basis. Neither The Conference Group nor Battelle make any express or implied warranty or guaranty of any type or nature, including fitness for a particular purpose, with regard to the subject Exhibit Space and associated facilities. Further, neither The Conference Group nor Battelle shall be responsible for any damage or loss to Exhibitor's property while in transit, in storage, or on display at the Exhibition Site. The Exhibitor shall be responsible for returning the Exhibit Space and associated facilities in as good a condition as they were received, reasonable and normal wear and tear excepted. Exhibitor shall ensure that it and any individuals and/or entities for which it may be responsible comply with all rules and policies of the Exhibition Site, as well as all applicable federal, state, and local laws, ordinances, and regulations. Exhibitor will indemnify and hold harmless Battelle, The Conference Group, the Hotel, and their respective trustees, officers, and employees against any claims, suits, damages, liabilities, and expenses (including reasonable attorney fees) arising out of property damage or personal injury to third parties caused by or arising out of the negligence or willful misconduct of Exhibitor or any individual or entity for which Exhibitor may be responsible. Anyone visiting, viewing, or otherwise participating in Exhibitor's display shall be deemed an invitee or licensee of Exhibitor. In no event shall Exhibitor, The Conference Group, Battelle, or the Hotel, be liable to one or another for any consequential, special, or incidental damages of any type or nature. Any and all disputes arising out of this Agreement shall be adjudicated by a court of competent jurisdiction within and applying the laws of the State of Ohio. Should any portion, word, clause, phrase, sentence, or provision of this Agreement be declared void or unenforceable, the validity of the remainder shall remain unaffected. This Agreement and any documents specifically referenced herein shall be the entire agreement between the parties and shall supercede all prior written or oral understandings. All modifications to this Agreement must be in writing and signed by authorized representatives of The Conference Group and Exhibitor.



APPLICATION FOR EXHIBIT SPACE

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Application is subject to availability. Please type or print clearly.

Organization (as it is to appear on I.D. sign) _____

Street Address _____

City _____ State/Province _____ Country _____ Zip/Postal Code _____

Product/Service Description _____

Primary Contact _____ Phone _____ Fax _____

E-mail _____ Booth Spaces (Select three in order of preference) _____

BOOTH SPACE AND STAFF FEES

US\$2,495 (if paid by August 31, 2008) US\$2,795 (if paid after August 31, 2008) US\$ _____

Note: Any booth for which payment has not been received by November 2, 2008, is subject to cancellation.

Fee includes:

▶ Badges for two booth staff*	Insert names and complete Booth Staff Registration Form.	
▶ One 8-ft x 10-ft carpeted space	1. Booth Staff _____	<u>Included</u>
▶ 8-ft backdrape and 3-ft side drapes	2. Booth Staff _____	<u>Included</u>
▶ One 500-watt duplex outlet		
▶ One identification sign	Additional booth staff	
▶ One 6-ft x 2-ft skirted table and two chairs	3. Booth Staff _____	US\$ _____
▶ One waste basket	4. Booth Staff _____	US\$ _____

**Booth staff are defined as your employees who will be attending the Conference solely to work in your exhibit; they will be admitted to food functions but not to technical sessions, nor will they receive the Conference proceedings. The exhibit fee includes badges for two booth staff; badges for two additional booth staff can be purchased for US\$200 each. Booth staff badges will be issued for the full exhibition period and are not transferable to other individuals. In addition to this exhibit application, you must complete and return the Booth Staff Registration form no later than November 2, 2008—each name change after that date will be assessed a US\$35 charge.*

OPTIONS

Technical Program Registration: As an exhibitor, you may designate up to two individuals to register for the technical program at the reduced rate of US\$500 each. It is your responsibility to instruct the designated individual(s) to submit the Exhibitor Technical Registration form and payment. Only those registered for the technical program will be admitted to technical sessions and receive the Conference proceedings. Anyone making a platform or poster presentation must be registered for the technical program. Technical program registrants may, of course, staff the exhibit booth as needed.

1. _____ 2. _____

Mail List: Mailing addresses of registrants will be provided on January 8, 2009 and February 20, 2009, for a total fee of US\$150. Both lists will be e-mailed in Excel format to the primary contact listed above. **(Note: phone, fax, and e-mail will not be provided in either list.)** **Yes, I would like to purchase the mailing list.** US\$ _____

PAYMENT METHOD

TOTAL DUE US\$ _____

- Check enclosed, payable to The Conference Group, Inc. (FEID 31-115-7243), reference Sediments Conference
- American Express Discover MasterCard Visa Diner's Club

Credit Card Account Number _____ Expiration Date _____

Signature of Cardholder _____ Print Name of Cardholder _____

Submit this completed and signed application, booth staff registration forms, and payment to: The Conference Group, 1580 Fishinger Rd., Columbus, OH 43221 USA; telephone: 614-488-2030; toll-free in U.S. and Canada: 800-783-6338; fax: 614-488-5747.

The undersigned, as the responsible party for the Exhibitor, understands and agrees to be bound by the Terms and Conditions appearing herein.

Organization _____ Authorized Signature _____

Printed Name _____ Title _____ Date _____

All inquiries or changes with regard to exhibits and all cancellations should be addressed to the Exhibit Coordinator at The Conference Group. Cancellations received by November 2, 2008, will result in a 50% refund. No refund will be made after November 2.

EXHIBITOR: KEEP A COPY FOR YOUR RECORDS.



BOOTH STAFF REGISTRATION FORM

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Booth staff registration form is due November 2, 2008.

Please type or print clearly.

Booth Staff #1 – Fee included in booth fee.

Last Name (surname) _____ First/Middle Names _____
Employer _____
Mailing Address _____
City _____ State/Province _____
Country _____ Postal Code _____
Phone _____ Fax _____ E-mail _____
Special Needs (e.g., dietary, wheelchair access) _____

Booth Staff #2 – Fee included in booth fee.

Last Name (surname) _____ First/Middle Names _____
Employer _____
Mailing Address _____
City _____ State/Province _____
Country _____ Postal Code _____
Phone _____ Fax _____ E-mail _____
Special Needs (e.g., dietary, wheelchair access) _____

Additional Booth Staff #3 – Additional fee of US\$200.

Last Name (surname) _____ First/Middle Names _____
Employer _____
Mailing Address _____
City _____ State/Province _____
Country _____ Postal Code _____
Phone _____ Fax _____ E-mail _____
Special Needs (e.g., dietary, wheelchair access) _____

Conference Office Only: Paid US\$200 by Check American Express Diners Club Discover MasterCard Visa.

Additional Booth Staff #4 – Additional fee of US\$200.

Last Name (surname) _____ First/Middle Names _____
Employer _____
Mailing Address _____
City _____ State/Province _____
Country _____ Postal Code _____
Phone _____ Fax _____ E-mail _____
Special Needs (e.g., dietary, wheelchair access) _____

Conference Office Only: Paid US\$200 by Check American Express Diners Club Discover MasterCard Visa.



EXHIBITOR TECHNICAL REGISTRATION FORM

February 2-5, 2009 • Jacksonville, Florida

Please type or print clearly.

Last Name (surname) _____ First/Middle Names _____

Employer _____

Mailing Address _____

City _____ State/Province _____

Country _____ Postal Code _____

Phone _____ Fax _____ E-mail _____

Special Needs (e.g., dietary, wheelchair access) _____

TECHNICAL PROGRAM REGISTRATION. Exhibiting organizations may designate a maximum of two technical program registrations for a reduced fee of US\$500 each. These registrants, who are employees of the exhibiting company, will receive admission to platform and poster sessions, exhibits, and group food functions. Registration materials will include the final program and abstract books plus the proceedings by mail after the Conference.

Booth # _____ Technical Program Fee US\$500

We encourage you to register early; registrations will be limited to the number the facility can accommodate efficiently. Because registration fees are the major source of funding for the Conference and a significant percentage of registrants will make presentations, **all presenting authors and session chairs are expected to register before the Conference and pay the standard fees.** Purchase orders will be accepted, but **the early registration discount will apply only if payment is received by the specified date.**

SHORT COURSE REGISTRATION.

This form will be revised in October 2008, once information on short courses is available. Conference registration and short course registration can be submitted separately.

TOTAL ENCLOSED OR TO BE CHARGED. US\$ _____

CONFIRMATION. Once payment is received, confirmation of registration will be sent within 7 days.

CANCELLATION. For Conference registration cancellations received by November 30, 2008, the registration fee will be refunded, less a \$50 service fee. No refunds will be made after November 30, but paid no-shows will receive all materials covered by their registration fees. Short course registration cancellations received by November 30 will be refunded less a \$10 service fee. No course refunds will be made after November 30, but paid no-shows will receive all course materials. **Substitutions for the Conference and courses will be accepted, preferably with advance notice.** If Battelle cancels the Conference or short courses due to circumstances beyond Battelle's reasonable control such as, but not limited to, acts of God, acts of war, government emergency, labor strikes, and/or unavailability of the event or exhibition facility, Battelle shall refund to attendee his/her previously paid registration fee(s) less a share of event costs incurred by Battelle. This refund shall be attendee's exclusive remedy and Battelle's sole liability for cancellation of the event for reasons generally described in this paragraph.

METHOD OF PAYMENT. Payment is required to confirm your reservation.

- Check (Checks must be drawn on a U.S. bank, be payable in U.S. funds to "The Conference Group, Inc., FEID #31-1157243," and reference the Sediments Conference.)
- Bank Transfer (Must be paid in U.S. funds. Contact The Conference Group for detailed information.)
- American Express Diners Club Discover MasterCard Visa

Credit Card Account Number _____ Expiration Date _____ / _____

Name Imprinted on Card _____ Signature of Cardholder _____

FIVE WAYS TO REGISTER

Mail:
Sediments Conference
The Conference Group
1580 Fishinger Road
Columbus, Ohio 43221 USA

Phone:
Toll-free (U.S. & Canada): 800-783-6338
Direct: 614-488-2030
Fax: 614-488-5747
E-mail: info@confgroupinc.com
Online: www.battelle.org/sedimentscon

FOR OFFICE USE ONLY	
DATE _____	REG \$ _____
PONU _____	INVDT _____
CKNU _____	
CCAPPR _____	