American Water Works Association
VirginiaSection

Exhibitor Invitation

January 1, 2025

Your company is cordially invited to exhibit at the **25th Annual Plant Operations Conference** sponsored by the Virginia Section AWWA Plant Operations Committee. The event will be held April 30- May 2, 2025 at the Hilton Garden Inn Virginia Beach Oceanfront 3315 Atlantic Ave. Virginia Beach, VA 23451.

This conference is dedicated to promoting education and training, increasing performance, and fostering communication among water works operators, maintenance, and management personnel. Attendance is recommended for waterworks operators of both small and large groundwater and surface water systems and their supervisors. Ten hours of water operator continuing professional education credits are offered, providing a great value for those needing CPE credits to meet license renewal requirements. Additionally, there is a session on regulatory updates and a management-focused session draws supervisory-level attendees.

A unique feature of this conference is the Top Ops Competition which is conducted to find the Top Operators in Virginia to represent the Virginia Section at the AWWA Annual Conference and Exposition (ACE). Small teams compete against each other to correctly answer math and content questions like those found on the Waterworks Operator exam. Trophies are awarded for 1st, 2nd and 3rd place and winners receive financial assistance to compete at the national event the following year.

A small exhibition area will be set up immediately outside the classroom area to provide an opportunity for attendees to learn more about products and services that may benefit their organization. The number of exhibitors in this area will be extremely limited to increase the value to all that attend. Breakfasts, breaks and lunches will be held near this area to maximize the available time for interaction between exhibitors and attendees.

This event includes opportunities for casual networking. On the first night, attendees will enjoy a cocktail reception at the host hotel. The program ends at 2 pm each day to give attendees time to catch up with colleagues. Both Exhibitors and Sponsors will be provided with an attendee list and are encouraged to participate in technical sessions and meals. Exhibitors and Sponsors will be graciously acknowledged in the opening remarks.

The following opportunities are available for the event:

- **Exhibitors $500**
  Exhibitors will be provided with a 6-foot table and an event registration for one attendee. Please let us

know if electricity is needed and we will try to accommodate. Tickets for additional booth staff are available at the member rate and must be purchased separately.

- **Sponsors $250 (In addition to Exhibitor ticket)**
  Sponsor logos will be displayed on the event registration site, in the slide deck, and at the event check-in table. Sponsors will have a one-time 5-minute opportunity during the technical session agenda to introduce their organization to the attendees. During the week, sponsors will be recognized for helping to off-set breakfast, break, and lunch expenses.
- **Raffles and Free Items**
  Exhibitors are encouraged to provide raffle items at their tables or to award during breaks in the technical program. Exhibitors are prohibited from offering any outside food, snacks, or alcohol in the event space.

To reserve your spot and purchase tickets, visit:

https://vaawwa.org/events/25th-annual-plant-operations-conference/

Dates

- April 9: Cut-off date for hotel
- April 30, 5-7 pm: Exhibitor set-up
- April 30, 7-9 pm: Cocktail reception/ roundtable discussions
- May 1, 8 am- 2 pm: Breakfast, lunch, and technical sessions
- May 2, 8 am-2 pm: Breakfast, lunch, and technical sessions.
- May 2, 1 pm - 3:00 pm: Exhibitor breakdown

We look forward to your attendance at our event. If you have any questions, please reach out to:

James M. Frazier Jr.
VA AWWA Plant Operations Committee Vendor Liaison

Mobile: 804.802.2000
jfrazier@heywardinc.com

SPACE ASSIGNMENTS

Due to the limited number of tables for this event (5), VA AWWA cannot guarantee that a company exhibiting similar products, or a competitor, will not be located in a nearby or adjoining space. Exhibitor/ Sponsor reservations will be awarded on a first come, first served basis, and not considered locked in payment is

received in our online registration system.

STANDARDS OF CONDUCT

Exhibitors will conduct themselves in a professional manner, remembering the intent of the function is to educate conference attendees about the equipment and services offered by the exhibitors. All exhibitors will be expected to conduct themselves per Standards of Conduct. Should any participant or exhibitor have an experience that is not in the spirit of these Standards of Conduct, please contact Section staff.

> We are committed to providing a professional, safe, and welcoming environment for all individuals to uphold our commitment to providing and supporting a positive environment for all event participants.
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> We expect event participants to conduct themselves consistent with principles including, but not limited to, exhibiting common courtesy and civility; acting in a business like, ethical, and professional manner; supporting diversity, equity, inclusion, and accessibility; and refraining from discriminatory or harassing behavior directed toward any participant.

EVENT CANCELLATION BY VA AWWA

VA AWWA reserves the right to cancel an event due to low enrollment or other circumstances which would make the event non-viable. If VA AWWA cancels an event, exhibitors/ registrants will be offered a full refund. Should circumstances arise that result in the postponement of an event, VA AWWA will transfer the registration to the same event at the new, future date or grant a full refund upon request.

ATTENDEE REGISTRATION CANCELLATION BY PARTICIPANT

The deadline to receive a refund for a Vendor, Sponsor, or Attendee purchase is 14 calendar days before the event. Cancellations received prior to the deadline may be eligible to receive a refund, subject to a cancellation fee of 25%. Cancellations received after the stated deadline will not be eligible for a refund. Refunds will not be available to registrants who choose not to attend an event. Cancellations will be accepted via phone or e-mail. VA AWWA reserves the right to evaluate and modify this policy on a case-by-case basis due to qualifying circumstances such as death of attendee, death of immediate family member, illness, etc.

LIABILITY AND INSURANCE

The Exhibitor assumes the entire responsibility and liability for losses, damages, and claims arising out of Exhibitor's activities at the Sheraton Virginia Beach Oceanfront Hotel premises and will indemnify, defend, and hold harmless VA AWWA and the Sheraton Virginia Beach Oceanfront Hotel, its management company, as well as their respective agents, servants, and employees from all such losses, damages, and claims.