

August 19, 2010
Algonquin, IL

The Fox Valley Operators Association is celebrating 50 years of education, collaboration, and friendship. Come join us!

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FVOA



Fox Valley Operators Associations 4th Annual Mini-Conference



The Fox Valley Operators Association is bringing to Algonquin the 4th Annual Mini-Conference. Come join over 100 wastewater professionals from the Fox Valley and beyond on August 19th, 2010. Space is limited and is filling up quickly. Register now to reserve your space for what is rapidly becoming the area's most popular event!

**Fox Valley Operators Association 4th Annual Mini-Conference
Hosted by the Fox Valley Operators Association and the Village of Algonquin
August 19, 2010**

Schedule

- Vendor registration beginning at 7:00am
 - Guest Registration beginning at 8:00am
 - FVOA business meeting at 8:30am
 - Conference welcome at 8:50am
 - Technical sessions from 9:00am – 12:00pm with a half hour break at 10:30am
 - Buffet Lunch in vendor area from 12:00pm to 1:00pm
 - Workshops from 1:00pm to 3:00pm.
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VENDOR REGISTRATION FORM

Company Name: _____

Company Address: _____

Contact person: _____
Phone No.: _____

Requirements (see also general information):

Number of booths at \$75 each _____
Additional personnel at \$25 each _____
Additional tables at \$25 each _____
Electrical connection required? _____
Any special requirements or additional
space needed? _____

We are requesting lunch sponsorship and/or raffle prize donations .

Lunch buffet sponsor contribution:	\$25.00	\$50.00	other _____
Raffle donation		\$25.00	other _____
		Total amount included:	_____

All lunch buffet sponsors and raffle donors will receive special recognition. Raffle prizes are to be awarded during the buffet lunch.

Booth tables will be assigned on a first come - first served basis. Space for large equipment must be requested by July 31st. Please contact Steve Fiepke at 847-854-3459 for questions, table, and additional space arrangements.

Please make checks out to the Fox Valley Operators Association and mail to:

Steve Fiepke
Village of Algonquin
110 Meyer Dr
Algonquin, IL. 60102

General Information

Conference location:

**Village of Algonquin Public Works Garage
110 Meyer Dr.
Algonquin, IL 60102**

Exhibitor registration will include up to two paid admissions to the conference. Additional personnel will be charged at \$25 each. Exhibitors will be provided with exhibitor badges.

Booth/exhibit information:

Exhibit areas will be assigned on a first come – first served basis.

Each booth will contain one 3 x 6 ft. table and two chairs. Additional tables are available at \$25 each. Please list under special requirements if additional chairs or other items are needed.

Additional space for the displaying of large equipment may be requested before July 31st. Availability is limited, please contact Steve Fiepke at (847) 854-3459 for availability.

Electrical connections are standard 110 volt service only. Please specify in advance if you need electrical service as there are a limited number of connections.

Exhibitors can begin setting up exhibits at 7:00am on day of conference. If more time is needed, please contact Steve Fiepke at (847) 854-3459 for special arrangements.

All exhibitors are required to remain set up until at least 1pm when workshops begin.

Exhibitors can remain set up during workshops if desired.

Exhibitors will have until 4:30pm to dismantle their exhibits and clear their area.

Liability and Insurance - The Association, nor its agents, nor the Village of Algonquin, will not take responsibility or have liability for the exhibitor's property, owned or rented, his/her person, or that of their employees or agents, from personal injury, fire, theft, or other causes. Exhibitors are advised to carry floater insurance to cover exhibit material, and public liability, for injury to the person and property of others.

Registrations will be accepted until August 13th, 2010.