

Greening Rooftops

for sustainable communities

Seventh Annual International Conference, Awards, and Trade Show

Trade Show Exhibitor Information



Hyatt Regency Atlanta on
Peachtree Street NE

Atlanta, GA

June 3rd to 5th, 2009

Hosted by:



Trade Show Agenda

Wednesday, June 3, 2009

10:00 am - 5:00 pm
Exhibit Set-up

7:00 pm - 8:30 pm
Opening Reception, Exhibit Hall A

Thursday, June 4, 2009

10:00 am - 4:00 pm
Trade Show Open
Lunch, Exhibit Hall A

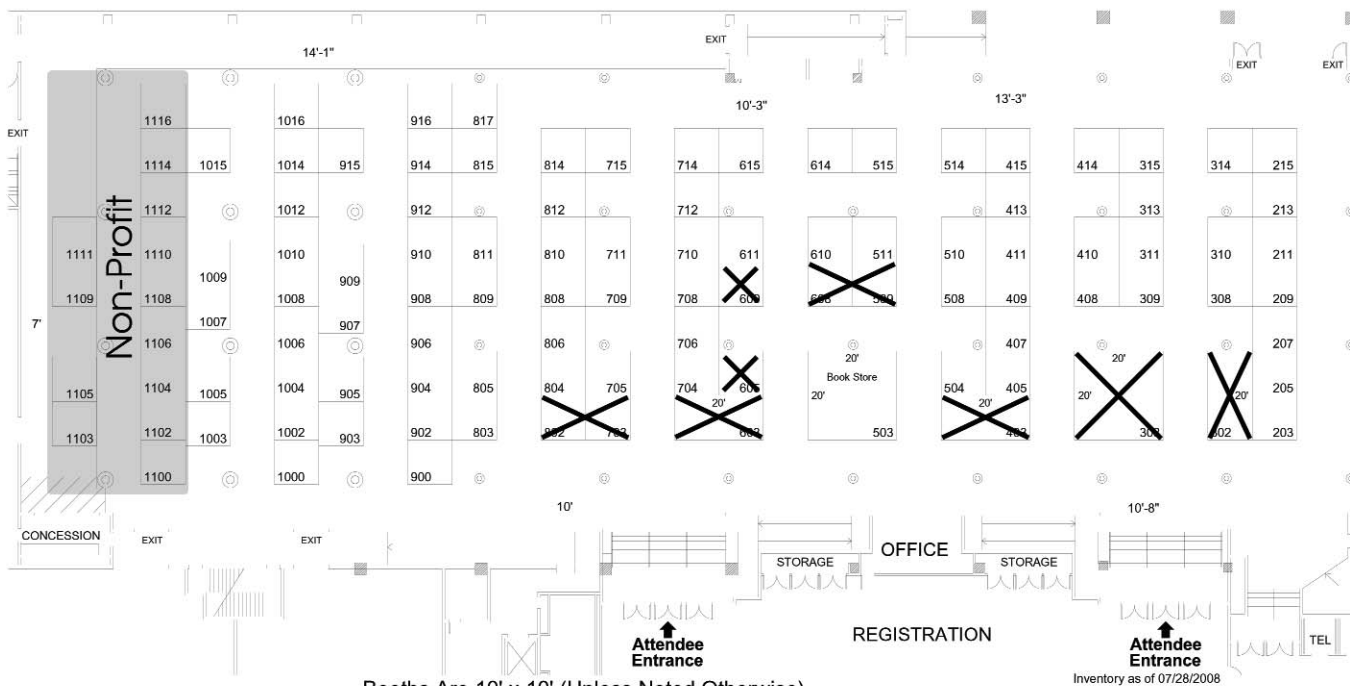
Friday, June 5, 2009

10:00 am - 1:00 pm
Trade Show Open

2:00 pm onwards
Exhibit take-down

Trade Show Information

Hyatt Regency Atlanta, Atlanta, GA - Grand Hall Floor Plan*



Booths Are 10' x 10' (Unless Noted Otherwise)
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Booth Information

Each 10' x 10' booth includes flame-proof draping (in green). Non-profit tabletops are 8'x10'.

One (1) company identification sign lettered to your company's specifications is included for each booth

*Map last updated Sep. 23, 2008 and is subject to change.

Exhibitor Information

Exhibitor Terms

The 10' by 10' booth space includes 2 complimentary full delegate passes. Non-profit table-top displays includes 1 complimentary delegate passes. **Exhibitors must provide the names of these delegates to GRHC at least 2 weeks prior to the event.**

There is no additional charge for 'Booth-only staff', who will not be attending the sessions or social events.

Please contact Tatiana Shturyn, tshturyn@greenroofs.org for more information.

A cancellation fee will be assessed on all cancellations as follows: 90 days, 50%; 60 days, 75%; 30 days, no refund. All cancellations must be in writing.

Exhibitor's Responsibility.

A representative must be present in booth at all times during the regular hours of the trade show. An exhibitor in the show, his agents or employees may not enter another exhibitor's booth space without permission. Exhibitors shall abide by and observe all laws, rules and regulations of federal, state, and city governments and the convention facility. All decorations, electrical wiring and fixtures must conform to regulations.

Booth Assignments, Arrangements or Exhibits.

GRHC reserves the right to assign, designate or change booth location.

The Participation Fee

is based upon occupancy by the exhibitor. If a company wishes to share exhibit space, it must obtain permission from GRHC. There will be an additional charge of \$100 for each additional exhibitor sharing the same space. This extra fee provides for the insertion of the exhibitor's name in the official directory and a separate exhibit sign as though they were the occupant of a separate display area. Make cheques for the exhibit fee payable to Green Roofs for Healthy Cities.

Uncontrollable Eventualities.

Reasonable precaution against damages or loss by fire, water, theft and other emergencies will be taken, but GRHC does not guarantee or insure the exhibitor against loss by reason thereof. In case the premises to be used by exhibitor shall be destroyed by fire, or by the elements, or by any other cause, or in case any other circumstances make it impossible for GRHC to permit the said premises to be occupied by said exhibitor for use herein specified, then and thereupon, this agreement shall terminate and the said exhibitor shall and hereby does waive any claim for damages and compensation. It is agreed that GRHC reserves the right to retain such part of the payment made by exhibitors for booth space as would be necessary to cover all expenses incurred by GRHC incidental to the opening of the show up to the time of any cancellation.

Direct all inquiries to:

Green Roofs for Healthy Cities
406 King Street East
Toronto, ON, M5A 1L4 CANADA
tel. 416.971.4494
fax. 416.971.9844

www.greenroofs.org

Exhibitor Registration

Booth Fees - check one

- 10' x 10' Booth: \$1,900 US
Early Bird (due Oct. 31/08)
- 10' x 8' Booth: \$500 US
(non-profit only)
- 10' x 10' Booth: \$2,100 US

Payment Information:

Full payment on all reserved booths is due by Monday, December 1, 2008. The price of each booth includes two (2) complimentary registrations (one complimentary registration for non-profit tabletops) which include the opening reception, 2 lunches and conference sessions, meals and trade show. Each additional full delegate registration is \$399 US. There is no additional charge for staff assisting in your booth who are not attending the social events, meals or conference sessions.

Booth Preference

First _____

Second _____

Third _____

Fourth _____

Please see exhibit hall floor plan on previous page for booth locations. All booths are assigned on a first come, first-served basis.

Return Form with Payment to:

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Registration Information

COMPANY NAME (PLEASE PRINT)

ADDRESS

CITY/STATE/ZIP

PHONE

FAX

E-MAIL

REPRESENTATIVE

TITLE

Please indicate below how you wish your booth identification sign to read:

Note: Final information re signage must be received 15 days prior to event, or you will be charged set-up fees.

Our company agrees to abide by the terms and conditions as stated:

NAME (PLEASE PRINT)

SIGNATURE

AMOUNT ENCLOSED: BOOTH(S) US \$

CREDIT CARD: American Express MasterCard VISA

CREDIT CARD NUMBER: _____

EXP. DATE: _____/_____/_____

Delegate Registrations

The names and titles of the additional representatives you wish to register should be listed here. Your company will receive two (2) complimentary registration packages with each booth purchased. All "booth-only" delegates must register on-site. There is no additional charge for "booth-only" staff who are not attending the social events, meals, or conference sessions.

NAME AND TITLE (COMPLIMENTARY)

NAME AND TITLE (COMPLIMENTARY)