



# 2022 VENDOR APPLICATION AND CONTRACT



## Idaho Water & Wastewater Operator's Conference

**May 22-25 at Snake River Event Center  
780 Lindsay Blvd, Idaho Falls, ID 83402**

**1. Vendor Booth Locations:** Most vendor booths will be located in the Event Center Vendor Room. Once the Vendor Room is full, exhibits will be located in the Front Lobby of the Event Center. Booth locations are assigned on a first come basis, so book your space soon for the best location.

**2. Indoor Vendor Booth Description:** A standard indoor vendor booth includes one 8' x 10' space, one 8' table, two chairs and, upon request, electrical access. In addition, the vendor will receive one full conference registration with the purchase of a standard indoor vendor booth. Additional tickets to events and the golf scramble may also be purchased online [www.SEIOS.org](http://www.SEIOS.org)

*Spaces are available on a first come basis until all spaces have been sold. Late exhibitor applications that are accompanied by a check will be put on a priority waiting list in the order they are received.*

**3. Vendor and Conference Fees:** Please complete this section by marking your desired purchases and calculating the total amount due. *See the Vendor Information form and the Conference Sponsorship Form for more information.*

Purchase	Fee		Quantity	Total
<input type="checkbox"/> Vendor Booth	\$600	X	_____	\$ _____
<input type="checkbox"/> Full Conference Registration	\$200	X	_____	\$ _____
(Includes all meals and sessions)				
<input type="checkbox"/> Golf Tournament	\$50	X	_____	\$ _____
<input type="checkbox"/> Meet and Greet	\$30	X	_____	\$ _____
<input type="checkbox"/> Opening Breakfast	\$20	X	_____	\$ _____
<input type="checkbox"/> Event Night	\$30	X	_____	\$ _____
<input type="checkbox"/> Awards Banquet	\$30	X	_____	\$ _____

**Sponsorship Election** ( Please see the Conference Sponsorship Form for sponsor perks!)

<input type="checkbox"/> Platinum Sponsor	\$1,500		\$ _____
<input type="checkbox"/> Gold Sponsor	\$1,000		\$ _____
<input type="checkbox"/> Silver Sponsor	\$500		\$ _____
<input type="checkbox"/> Donation	\$		\$ _____

**TOTAL** \$ \_\_\_\_\_

**Yes, we are bringing a door prize.** Entice attendees to your exhibit and receive recognition when names are drawn and door prize donors are announced.

4. **Company/Organization:** \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Website: \_\_\_\_\_

5. **Contact Name:** \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

6. **Name Badges:**  
List the names of the company representatives who will be present at the exhibition.

Name (print)	Title
_____	_____
_____	_____

7. **Conference program listing should read exactly as follows:** \_\_\_\_\_  
\_\_\_\_\_

8. **Factual description of product or service to be exhibited:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. **Competitors-** List companies from which you desire booth separation (identify by competitor company name, **NOT** by products):  
\_\_\_\_\_

10. **Special Requests-** Additional items you may need for your exhibit (for example, electrical access or extra chairs)  
\_\_\_\_\_

11. **Please read the Vendor Rules and Regulation.** These regulations become a part of the contract between the vendor and SEIOS. SEIOS respectfully asks the full cooperation of the vendors in their observance. All points not covered are subject to the decision of SEIOS. Applications will not be accepted without an authorized company representative's signature.

**I ACCEPT THE TERMS AND CONDITIONS OF THE VENDOR APPLICATION AND CONTRACT AND THE EXHIBIT RULES AND REGULATIONS ACCOMPANYING THIS CONTRACT.**

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Title

\_\_\_\_\_  
Printed Name of Authorized Representative

\_\_\_\_\_  
Date

**12. Payment Method:** Please ensure all sections of the Vendor Application and Contract form are complete. Sign and submit this document and a signed copy of the Exhibit Rules and Regulations with payment, retaining a copy for your records. Upon receipt of payment, a confirmation email will be sent to the designated contact person.

Please make checks payable to:  
Mail payment to the following address:

SEIOS Conference  
ATTN: Mike Henricksen  
PO Box 4548 Pocatello, ID 83205

**13. Conference Contact Information:**

Email: [mhenricksen@idahofallsidaho.gov](mailto:mhenricksen@idahofallsidaho.gov)

Telephone: 208-681-9474