



*“Professionals working together to protect Pennsylvania’s environment”*

**Invitation to Exhibit & Sponsor**



# 2024 Onsite Wastewater SUPER Conference of Pennsylvania

February 4 - 6, 2024

Red Lion Hotel  
4751 Lindle Road, Harrisburg PA

*TWO STATEWIDE CONFERENCES IN ONE brought to you by:*





The PA Septage Management Association

(PSMA) will be joining with the PA

Association of Sewage Enforcement

Officers (PASEO) to offer a joint

conference & trade show on Feb 4-6,

2024 in Harrisburg, PA!

The Onsite Wastewater SUPER

Conference of Pennsylvania will

offer an expanded listing of educational

opportunities for wastewater

professionals to attend. We are

anticipating 300+ attendees from the

regulatory, design, pumping, inspection,

installation, manufacturing, and service/

maintenance communities.

Don't miss this unique opportunity

to showcase your company before

Pennsylvania's onsite wastewater

community with an Exhibitor Booth and/

or a Conference Sponsorship. We hope

you can join us for this SUPER event!

## EXHIBIT HALL HOURS

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Sunday, February 4th – Welcome Reception:	6:00 p.m. – 8:00 p.m.
Monday, February 5th – Trade Show Open:	8:00 a.m. – 6:00 p.m.
Tuesday, February 6th – Trade Show Open:	7:00 a.m. – 1:00 p.m.

## EXHIBITOR MOVE-IN/MOVE-OUT

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Move-in:	Sunday, February 4th	3:00 p.m. – 6:00 p.m.
	& Monday, February 5th	7:00 a.m. – 8:00 a.m.
Move-out:	Tuesday, February 6th	1:00 p.m. – 3:30 p.m.

## BOOTH RENTAL FEES

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Type A Booth – 10'x6'	\$995 (includes one booth personnel)
Type B Booth – 8'x6'	\$795 (includes one booth personnel)
Additional Booth Personnel	\$195 (full meal plan & privileges)

## BOOTH RENTAL FEE INCLUDES

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- Select the right booth size for your needs & budget (Type A or B)
- 8' high curtain backdrop and 3' high side divider drape
- 6' skirted table and 2 chairs
- Access to electric and wifi included
- Standard headsign with company name and booth number
- 1 wastebasket
- Registration for ONE company representative, which includes full conference privileges (breakout sessions, breaks, lunches, dinners). Additional booth personnel must register at the conference rate.

## ADDITIONAL INFORMATION

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Booth rental form & payment must be received by **JANUARY 25, 2024**. Any print advertisements and/or sponsorship logos must be emailed (director@psma.net) by **JANUARY 25, 2024**.

**Freight shipments:** All freight must be sent via UPS to: Convention Services, Red Lion Hotel, 4751 Lindle Rd., Harrisburg, PA 17111. Mark every package: Wastewater Conference. If your items are too large for UPS shipping, contact Hotel Conference Coordinator at (717) 939-7841.

**Additional floor space:** Sorry, we will not be renting floor space for trucks, trailers and/or oversized equipment. However, additional space in the hotel parking lot can be set aside for exhibitors. Please contact conference organizers for details.

**Activities in the Exhibit Hall:** Several activities will be occurring in the Exhibit Hall to facilitate interaction with attendees. We will be offering breakfast, breaks, and happy hour receptions in the Hall. Lunch & Dinner will be in a separate ballroom.

Register online at [www.PASuperConference.org](http://www.PASuperConference.org)

## CONFERENCE SPONSORSHIPS

### **Platinum: \$1,400**

- Full-page (5.5"x8.5") B&W ad in the conference program
- Ability to post a 60-second video commercial on PASEO & PSMA websites (through 30 days following conference)
- Recognition in attendee registration brochure
- Company logo in conference related emails to membership
- Podium recognition at opening general session, Monday dinner, and Tuesday lunch
- Company logo recognition on attendee gift
- Poster board and table top recognition
- Ability to provide single page informational handout for distribution at conference check-in desk
- Ability to provide accessory gift item for distribution at conference check-in desk (ie: pens, ruler, scale, etc)
- Full page (8.5"x11") color ad in PASEO & PSMA newsletters for 2 issues
- Recognition and sponsor link on PASEO & PSMA websites for 6 months
- Does not include an exhibit booth

### **Gold: \$1,200**

- Half-page (5.5"x4") B&W ad in the conference program
- Recognition in attendee registration brochure
- Company logo in conference related emails to membership
- Podium recognition at opening general session, Monday dinner, and Tuesday lunch
- Company logo recognition on attendee gift
- Poster board and table top recognition
- Ability to provide single page informational handout for distribution at conference check-in desk
- Ability to provide accessory gift item for distribution at conference check-in desk (ie: pens, ruler, scale, etc)
- Half page (8.5"x5") color ad in PASEO & PSMA newsletters for 2 issues
- Recognition and sponsor link on PASEO & PSMA websites for 6 months
- Does not include an exhibit booth

### **Silver: \$950**

- Half-page (5.5"x4") B&W ad in the conference program
- Recognition at opening general session
- Table top recognition
- Quarter page (4"x5") color ad in PASEO & PSMA newsletter for 2 issues
- Recognition and sponsor link on PASEO & PSMA websites for 6 months
- Does not include an exhibit booth

### **Bronze: \$750**

- Half-page (5.5"x4") B&W ad in the conference program
- Recognition at opening general session
- Table top recognition
- Sponsor listing in PASEO & PSMA newsletters for 2 issues
- Recognition and sponsor link on PASEO & PSMA websites for 6 months
- Does not include an exhibit booth

## EVENT SPONSORSHIPS

### **Sun Night Welcome Reception: \$300**

- Half-page (5.5"x4") B&W ad in the conference program
- Podium recognition at general session opening
- Recognition during reception
- Sponsor listing in PASEO & PSMA newsletters for 2 issues

### **Mon Night Happy Hour: \$750**

- Half-page (5.5"x4") B&W ad in the conference program
- Podium recognition at general session opening
- Recognition signage with company logo during event
- Sponsor listing in PASEO & PSMA newsletters for 2 issues

### **Mon Night Dinner: \$1,000**

- Full-page (5.5"x8.5") B&W ad in the conference program
- Podium recognition at general session opening
- Recognition signage with company logo during event
- Sponsor listing in PASEO & PSMA newsletters for 2 issues

### **Mon or Tue Lunch: \$1,000**

- Full-page (5.5"x8.5") B&W ad in the conference program
- Podium recognition at general session opening
- Recognition signage with company logo during event
- Sponsor listing in PASEO & PSMA newsletters for 2 issues

### **Mon or Tue Breakfast: \$750**

- Half-page (5.5"x4") B&W ad in the conference program
- Podium recognition at general session opening
- Recognition signage with company logo during event
- Sponsor listing in PASEO & PSMA newsletters for 2 issues

## ADVERTISING AVAILABLE

### **Advertising Rates for conference program: (copy due Jan 25)**

- Outside back cover (5.5"x8.5" color): \$600
- Inside front cover (5.5"x8.5" color): \$400
- Inside back cover (5.5"x8.5" color): \$400
- Full page ad (5.5"x8.5" B&W): \$250
- Half page ad (5.5"x4" B&W): \$150

## DUE DATES

Platinum/Gold Logo on Give Away Item - Logo file due **Jan 1**  
Logo on Table Top Display - Logo file due **Jan 25**  
Conference Program Advertising - Copy due **Jan 25**  
Exhibitor Registration Closes **Jan 25**  
Newsletter Advertising - Copy due **Apr 1**

**Email all print-ready graphics (PDF, jpeg, png) to:**  
**director@psma.net**



# LODGING INFORMATION

## Red Lion Hotel Harrisburg Hershey

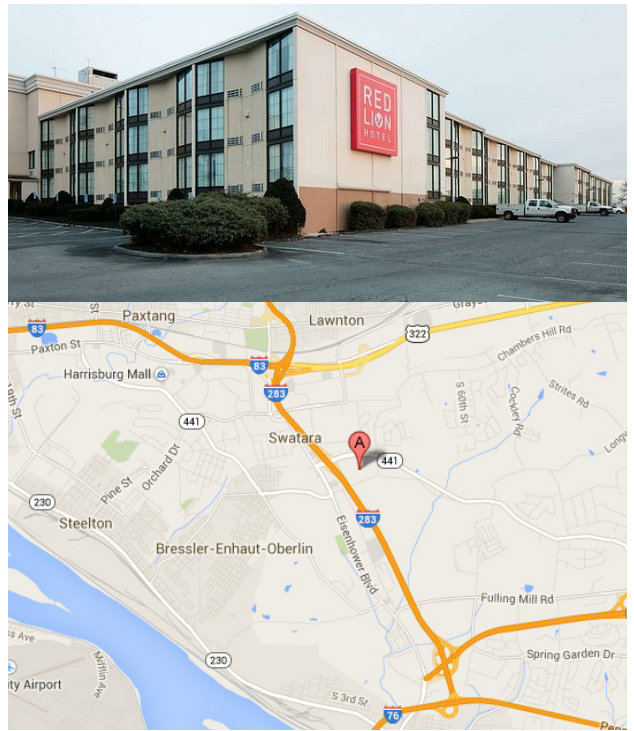
4751 Lindle Road  
 Harrisburg, PA 17111  
 (717) 939-7841  
 www.redlion.com

Room Block Code: SUPE0203 (PSMA & PASEO Joint Conference)  
 Rate: \$100 per night plus tax for single or double occupancy  
**Deadline to receive hotel group rate: January 20, 2024**

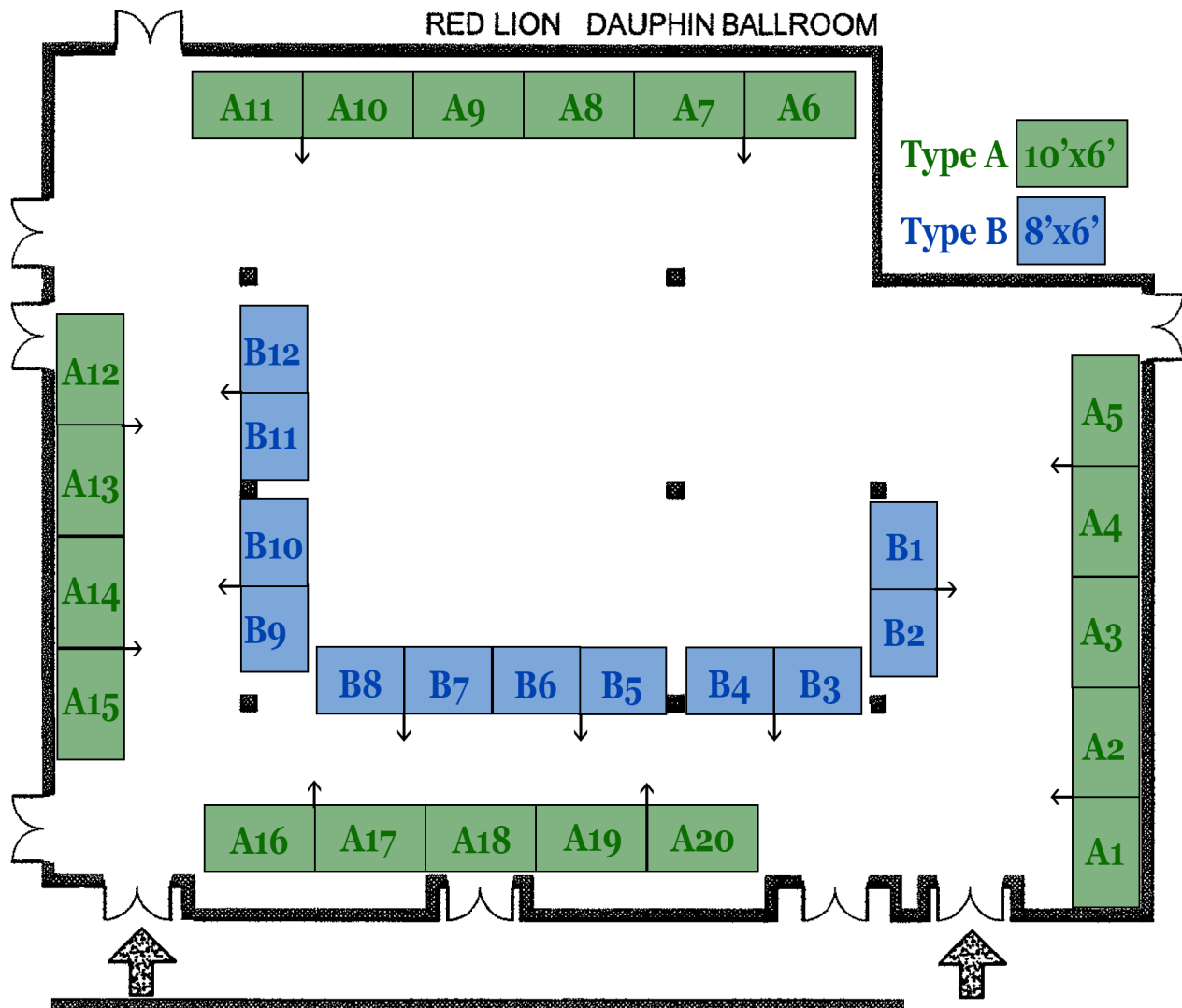
To book your room, please call the hotel at (717) 939-7841 or toll free (800) 637-4817. Be sure to mention the room block code to receive the discounted rate.

Hotel check-in: 4:00pm. Hotel check-out: 11:00am.

Nearby airports: Harrisburg International Airport (MDT), 3 miles;  
 Capital City Airport (HAR), 3 miles



# EXHIBIT FLOOR LAYOUT Subject to Change



# SCHEDULE OF EVENTS Subject to Change

## Sunday, February 4th

9:00am - 4:30pm	Optional Training Courses for Attendees
3:00pm - 6:00pm	Exhibitor Move-In
6:00pm - 8:00pm	Welcome Reception with Exhibitors

## Monday, February 5th

7:00am - 8:00am	Exhibitor Move-in (extra time)
8:00am - 9:00am	Attendee Registration Open
8:00am - 9:00am	Hot Breakfast Buffet in Exhibit Hall
8:00am - 6:00pm	Exhibit Hall Open
9:00am - 12:00pm	Morning Educational Sessions
12:00pm - 1:30pm	Buffet Lunch
1:30pm - 4:30pm	Afternoon Educational Sessions
4:30pm - 6:00pm	Happy Hour Mixer in Exhibit Hall
6:00pm - 8:00pm	Buffet Dinner & Live Entertainment

## Tuesday, February 6th

7:00am - 8:00am	Attendee Registration Open
7:00am - 8:00am	Hot Breakfast Buffet in Exhibit Hall
7:00am - 1:00pm	Exhibit Hall Open
8:00am - 11:00am	Morning Educational Sessions
11:00am - 12:00pm	PASEO/PSMA Regional Meetings
12:00pm - 1:00pm	Buffet Lunch
1:00pm - 3:30pm	Closing Plenary Educational Sessions
1:00pm - 3:30pm	Exhibitor Move-Out
4:00pm	Conference Closes



**EXHIBITOR REGISTRATION  
CLOSES ON  
JANUARY 25, 2024**

**Reserve your booth today at  
[www.PASuperConference.org](http://www.PASuperConference.org)**

# ONSITE WASTEWATER SUPER CONFERENCE OF PENNSYLVANIA

## RULES & REGULATIONS FOR EXHIBITORS

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### 1. Exhibit Hours:

Sunday, February 4, 2024: 6:00 p.m. - 8:00 p.m.  
Monday, February 5, 2024: 8:00 a.m. - 6:00 p.m.  
Tuesday, February 6, 2024: 7:00 a.m. - 1:00 p.m.

**2. Shipping Instructions:** All freight must be sent via UPS to: Convention Services, Red Lion Hotel, 4751 Lindle Rd., Harrisburg, PA 17111. Mark every package: Wastewater Conference. If your items are too large for UPS shipping, contact Hotel Conference Coordinator at (717) 939-7841. All shipments must be fully prepaid.

**3. Installation of Exhibits:** Setup will be on Sun, Feb 4th from 3 p.m. to 6 p.m. Extra time will be provided for late arrivals to set up on Mon, Feb 5th from 7 a.m. to 8 a.m. All exhibits must be completely installed by 8 a.m. on Mon, Feb 5th. No installation work will be permitted during exhibit hours.

**4. Dismantling:** Dismantling of exhibits must not begin until 1 p.m. on Tue, Feb 6th and must be removed from the exhibit hall no later than 3:30 p.m.

**5. Booth Package to Include:** Booth background and dividers (8' high curtain back wall, 3' high matching dividers and aluminum uprights) will be supplied, as well as a sign (7" x 44" with company name, and booth number); 6' skirted table; 2 chairs; and wastebasket. Hall is carpeted.

**6. Additional Requests:** Dedicated electric is available. Special requests can be made directly from the Hotel Conference Coordinator by calling (717) 939-7841.

**7. Activities:** Souvenirs and standard literature may be freely distributed. However, exhibitors must confine their displays and activities to the space assigned. No exhibitor shall assign, sublet or share the whole or any part of the booth space allotted. Noisy or undignified displays, sound motion pictures, sound devices, megaphones, loudspeakers or side-show tactics are prohibited. Non-exhibitors are prohibited from soliciting at the show. Breakfasts, session breaks, and happy hour receptions will be held in the Exhibit Hall; lunches and dinners will be in a separate ballroom.

**8. Arrangement of Exhibit:** No construction of any kind within exhibit space shall exceed 8' in height without the written approval of Management. Any construction along booth sides exceeding 4' in height must be kept within 2-1/2' of the back line of exhibit space, with the exception that lighting fixtures may be suspended so as not to interfere with clear view of neighboring exhibits. Fixture hangers or special backgrounds required by exhibitors should be arranged for in advance and brought to the exhibit hall ready for assembly. Installations are subject to approval of all inspection authorities having jurisdiction.

**9. Liability & Insurance:** Neither the PA Septage Management Assoc (PSMA), the PA Assoc of Sewage Enforcement Officers (PASEO) and its contractors nor the Red Lion Hotel will be liable for any damage done to exhibits by fire or any other natural element, nor will they be liable for injuries to exhibitors or their employees, or for damage to property in their custody, owned and controlled by them, and each exhibitor shall indemnify and hold harmless PSMA & PASEO and its contractors against any claims for damage, injury etc., which may be incident to, arise from or be in any way connected with such exhibitor's use or occupation of exhibit space. Each exhibitor agrees to carry and maintain in force at all times commercial general liability insurance with minimum limits of \$1 million for bodily injury and

property damage per occurrence, and \$1 million in the aggregate, with respect to its operations during the course of the exhibition. The Exhibitor also agrees to indemnify and hold harmless the PSMA, PASEO, and the Red Lion Hotel for all Bodily Injury and Property Damage claims or suits arising from their negligence. The exhibitor's insurance policy shall name PSMA, PASEO, and the Red Lion Hotel as additional insured's. Failure to provide such certification will not absolve the exhibitor of any of its responsibilities or indemnity obligations under this agreement. The Management shall not be liable to the Exhibitor for the acts or omissions of any members, exhibitors or suppliers attending the conference & trade show. PSMA, PASEO, and its employees will not be liable for failure to hold the exhibition as scheduled. Payment for booth space will be returned in that event, except that any actual expense incurred in connection with the exhibits will be deducted if the exhibition is cancelled because of fire, or any act of God, or the public enemy, or strike, or epidemic, or any law or regulation or public authority or any other act beyond the control of PSMA/PASEO which makes it impossible or impractical to hold the exhibition. Safekeeping of the exhibitor's property is the sole responsibility of the exhibitor. Each exhibitor must keep an attendant in his/her display area during the hours listed under "Exhibit Hours." In all cases, exhibitors wishing to insure their exhibits and display materials against fire, theft, etc., must do so at their own expense. The exhibit hall will be closed and locked after hours.

**10. Payment:** All exhibit space must be paid in full prior to Jan 25, 2024. No exhibitor will be allowed to enter the exhibit hall until payment in full is received by PSMA.

**11. Cancellations:** No refunds will be given for booth cancellations after the Jan 25, 2024 payment deadline. All cancellations received prior to Jan 25, 2024 will be assessed a \$100 cancellation fee per booth.

**12. Hotel Accommodations:** Contact the Red Lion Hotel directly at (717) 939-7841 for room reservations. Room reservations must be made directly with the Hotel. See brochure for details on obtaining group rate discounts.

**13. Exhibit Personnel:** All participants affiliated with exhibits must be registered. Each person will be issued an exhibitor's badge and must be employed by the exhibitor or have a direct business affiliation. One exhibitor badge will be issued per booth.

**14. Management:** PSMA and/or PASEO retains the right to discontinue any exhibit, which, in its opinion, is objectionable to exhibitors, the industry or the public.

**15. General:** All matters and questions not covered by these rules and regulations are at the discretion of Management, and all amendments that may be so made shall be equally binding upon publication on all parties affected by them as the original regulations.

**16. For those companies displaying trucks or equipment:** Due to the nature of the venue, trucks, trailers, and similar equipment will not be allowed onto the Exhibit Hall floor this year. However, if you rent an exhibit booth Management can make accommodations for display of vehicles in the hotel parking lot at no cost. You must alert the Management by January 25, 2024 if you desire to have space set aside in the hotel parking lot.

**17. Contact information.** PSMA can be reached at (717) 763-7762 or [director@psma.net](mailto:director@psma.net). All hardcopy correspondence can be sent to PSMA, PO Box 144, Bethlehem, PA 18016.

**You must submit signed contract and full payment by JANUARY 25th in order to reserve booth space.**

# ONSITE WASTEWATER SUPER CONFERENCE OF PENNSYLVANIA 2024 EXHIBIT BOOTH RENTAL & SPONSORSHIP FORM

Register online at [www.PASuperConference.org](http://www.PASuperConference.org)

Company Name: \_\_\_\_\_

Onsite Booth Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Website: \_\_\_\_\_ Billing Contact Name (if different): \_\_\_\_\_

## Please reserve the following exhibit space:

Booth Number Preference: (see layout diagram) 1st Choice: \_\_\_\_\_ 2nd Choice \_\_\_\_\_ 3rd Choice \_\_\_\_\_

Type A Booth \_\_\_\_\_ (# of booths) @ \$995 \$ \_\_\_\_\_

Type B Booth \_\_\_\_\_ (# of booths) @ \$795 \$ \_\_\_\_\_

Additional Booth Personnel Registrations \_\_\_\_\_ (# add'l personnel) @ \$195 \$ \_\_\_\_\_

Please list the names of the additional booth personnel you are registering here:

## Please select your Sponsorship Level (does not include a booth)

Conference:  Platinum (\$1,400)  Gold (\$1,200)  Silver (\$950)  Bronze (\$750)

Events:  Sun Welcome Reception (\$300)  Mon or Tue Breakfast (\$750)  Mon or Tue Lunch (\$1,000)

Mon Happy Hour (\$750)  Mon Dinner (\$1,000)

Advertising:  Indicate Size & Fee: \_\_\_\_\_ \$ \_\_\_\_\_

**TOTAL AMOUNT DUE** \$ \_\_\_\_\_

<b>Payment:</b> Make checks payable to "PSMA"
Credit Card: <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> AMEX
Credit Card Number: _____ Exp. Date: _____ Security Code: _____
Name on Card: _____ Signature: _____

## EVENT POLICIES – THIS FORM MUST BE COMPLETED TO SET UP AN EXHIBIT

**SHOW POLICY:** The undersigned agrees to abide by all policies, restrictions and regulations as set forth in this agreement or as may be especially designated by the PA Septage Management Assoc & the PA Assoc of Sewage Enforcement Officers (Management) or the Red Lion Hotel. Failure to abide by such policies will result in the forfeiture of all monies paid or due Management under the terms of this agreement. The Exhibitor or Local Representative cannot add or transfer this contract to another company. Upon acceptance by the Management, this application, including space assignment and policies as set forth on the Rules & Regulations page hereof, will constitute a contract between the exhibitor and Management. If you have any questions regarding the show, please call the Pennsylvania Septage Management Association at 717.763.7762.

**PAYMENTS:** Payment in full must be submitted with this completed application by **January 25, 2024**. NO SPACE WILL BE ALLOCATED WITHOUT A COMPLETED APPLICATION. If not fully paid, Management cannot guarantee booth location. Checks should be made payable to PSMA (Pennsylvania Septage Management Association).

**CANCELLATIONS:** No refunds will be given for booth cancellations after the January 25, 2024 payment deadline. All cancellations received prior to January 25, 2024 will be assessed a \$100 cancellation fee per booth.

Print Name: \_\_\_\_\_ Print Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit completed application, along with full payment to:**  
PSMA, P.O. Box 144, Bethlehem, PA 18016 or register/pay online at [www.PASuperConference.org](http://www.PASuperConference.org)



c/o PSMA  
PO Box 144  
Bethlehem, PA 18016

Register your booth online at [www.PASuperConference.org](http://www.PASuperConference.org)

## 2024 ONSITE WASTEWATER SUPER CONFERENCE OF PENNSYLVANIA

# EXHIBITOR & SPONSORSHIP OPPORTUNITIES INSIDE!

Sold on a first-come, first-served basis...Apply today to reserve yours!

February 4-6, 2024  
Red Lion Hotel, Harrisburg, PA



For further conference details, visit [www.PASuperConference.org](http://www.PASuperConference.org)