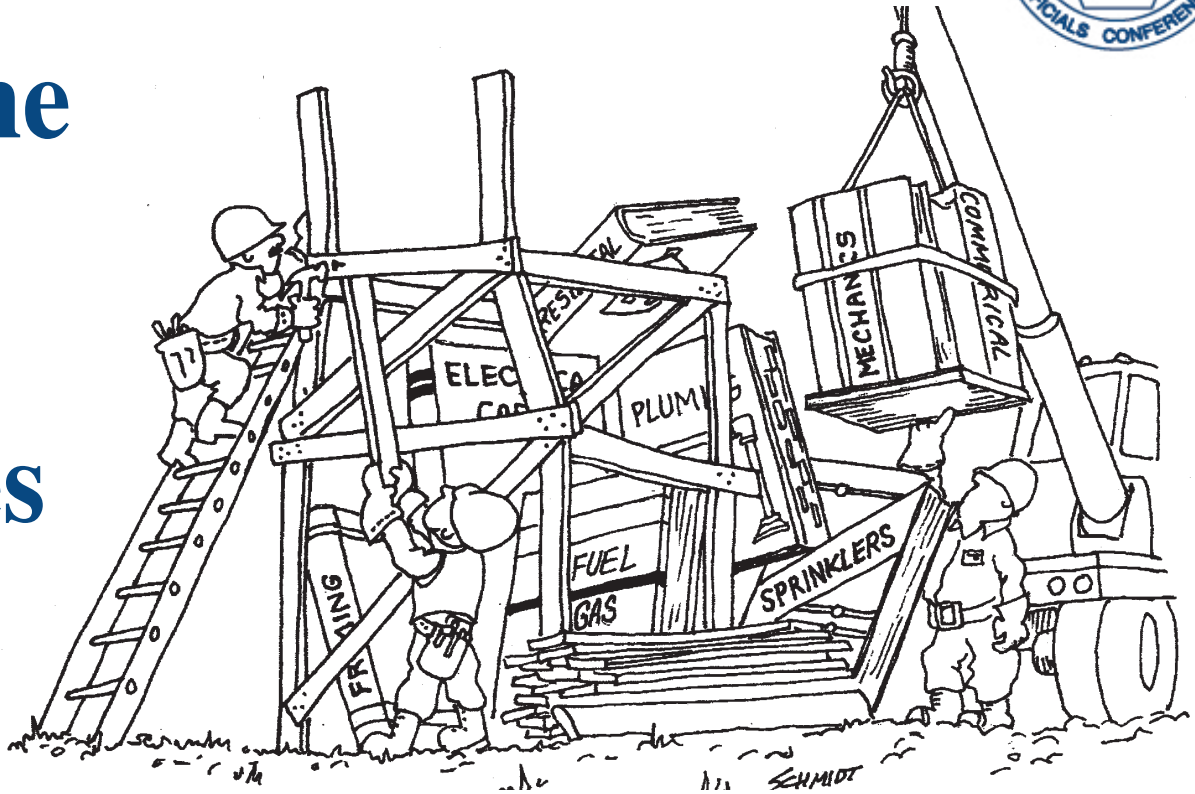


Bracing for Change



In The New Codes



Conference Information for Exhibitors, Advertisers & Sponsors

The **Pennsylvania Building Officials Conference**
announces the
37th Annual Conference
at the **Holiday Inn, Grantville, PA**
October 12-14, 2011
Held over for 2011...2006 prices!

Why introduce your products to building officials in the field?

Join us with an exhibit at PENNBOC's Annual Conference!

The next few pages offer ideas on **how you can best benefit your company and your customers while bringing new knowledge and product awareness to building officials.** There are many benefits to exhibiting, sponsoring conference events, advertising in the conference program and donating door prizes or items for the registration packets. One benefit is being recognized on the PENNBOC website.

PENNBOC's Conference is the right place, a neutral place, to introduce your products to the people who will be inspecting them. There are no permits at stake and no jobs that can be slowed while an inspector takes time to learn a new or unfamiliar product or method at the PENNBOC Conference. **There is no other place where you can reach so many building officials in one place at one time!**

Don't plan a meeting in the field when you can meet us in the Exhibit Area! Join us at the Conference!

Be an Exhibitor

Exhibitor Registration Form

(Copies of this form are acceptable. Please print neatly.)

Company Contact _____

Company _____

Product / Service _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

E-Mail _____

Web Site _____

Indicate first 3 space preferences: #1 _____ #2 _____ #3 _____

List booth personnel if different from company contact: _____

Exhibit Space @ \$350*	\$350
Program ad	\$ _____
Additional meal packages @ \$149	\$ _____
Additional booth personnel (breaks only) @ \$45	\$ _____
Balance due (check or credit card)	\$ _____

CREDIT CARD PAYMENT

I / we allow PENNBOC to charge the Balance indicated above to this credit card:

Printed Name _____

Title _____

Card Address _____

City/St/Zip _____

Authorized Signature _____

Circle Card Type **MASTERCARD** **VISA** **DISCOVER**

Card No _____

Expiration Date: ____ MM/YY

CVV # ____ (last three digits in the signature line on the back of your card)

*Complete & send electric service form in this package directly to the hotel (fax to 717-469-7755).

You may fax this form and the Hold Harmless Agreement to PENNBOC at 717-730-9300.

Nowhere else can you reach so many building officials in one place, at one time!

SCHEDULE OVERVIEW

Wednesday, 10/12

6 AM	Exhibit set-up
8 AM	Registration
9 AM	Annual Meeting
11 AM	EXHIBITOR SPOTLIGHT Exhibits open
Noon	Lunch - exhibit hall
1 - 5 PM	Seminars*
5:30	Cash bar - exhibit hall
6:30	Dinner - exhibit hall

Thursday, 10/13

7 AM	Registration Coffee w/ the Exhibitors
8 AM	Seminars*
Noon	Lunch in exhibit hall
1 PM	Seminars continued
6 PM	Cash bar in exhibit hall
7 PM	President's Dinner Presentations Awards & door prizes
10 PM	<u>Exhibit hall clear</u>

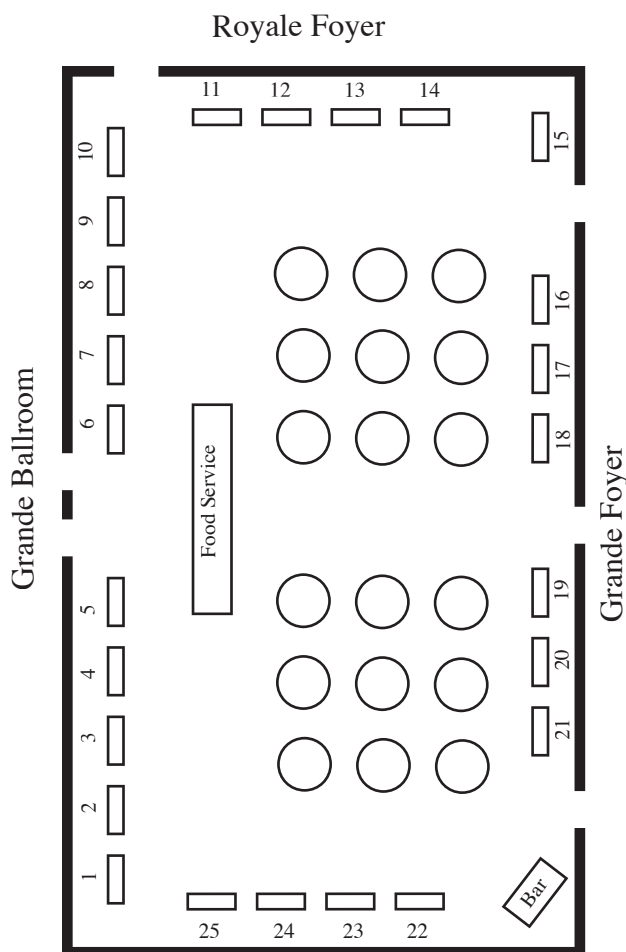
Friday, 10/14

8 AM	NO EXHIBITS
	Seminars* - OR - Field Trip

BREAKS • BREAKS
 – in the exhibit area –
 Wednesday 2:30 - 3:30 PM
 Thursday 7:00 AM - 8:00 AM
 Thursday 9:30 AM - 10:30 AM
 Thursday 2:30 - 3:30 PM

* Exhibitors are welcome to attend all onsite conference education seminars.

- Exhibit spaces are provided for a cost of \$350.00 per space. Booths are assigned first come-first served based on the *date payment is received*.
- Spaces are approximately 8' wide with a 6' skirted table. Electrical service, telephone and computer lines are available through the hotel. Ordering information is part of this package.
- Each booth includes one complete meal package. Additional meal packages for additional booth personnel can be purchased for \$149 per person. This package includes all conference meals EXCEPT breakfast (lodging includes breakfast).
- ALL booth personnel must be registered; see form for details and options.
- Exhibitors are welcome to attend all onsite conference education seminars*.
- Exhibits may be set up on Tuesday evening, October 11th, after 6 PM or Wednesday, October 12th from 6 AM till 9:00 AM. The exhibit hall must be cleared on Thursday, October 14th, by 10 PM.
- Questions? Contact Gil Longwell at 717-730-6036 or email admin@pennboc.org. Be sure "PENNBOK Conference" is in the subject line.



The field is a terrible place for a building officer to meet your products for the first time! ©



Our Spotlight is On Our Exhibitors!

Special Exhibitor Opportunity – back by popular demand!

Participants and Exhibitors loved it last year and they want it to continue! On Wednesday morning, EVERY EXHIBITOR will have 4 minutes to tell participants about their products or services. Use your time in the spotlight to encourage a one-on-one visit during the conference and set yourself apart. The spotlight will be on YOU!!!

All breaks, lunches and dinners will be in the exhibit hall.

Location and Lodging

All conference activities are held or will originate at the **Holiday Inn**, Station Road, **Grantville, PA**. The hotel is located at Exit 80 off Interstate 81 about 20 miles northeast of Harrisburg, PA. Single occupancy rooms - \$102; double occupancy rooms - \$110. *The rate includes full breakfast following each night's stay.* Applicable taxes are additional. Make your reservation by calling the hotel at 717-469-0661. Ask for the "PENNBOC" block. For information on suites, contact the sales office directly at 717-469-1554. **Air travelers** note: the nearest commercial airport is Harrisburg International (MDT), which is about 25 miles from the hotel. Free shuttle service is available by appointment.

Donate a Prize, Sponsor a Lanyard or a Lunch!

Be creative introducing your product or service to code officials! PENNBOC accepts door prizes and items for inclusion in the conference attendees' registration packages. You could even supply conference lanyards! Door prizes will be awarded during a PENNBOC food event in the exhibit area and can be delivered at the conference. Items for the registration packages must be received in advance. You may even want to sweeten the deal by sponsoring a dessert or break! Contact PENNBOC for details.

Hold Harmless Agreement

Hold Harmless Agreement - this form MUST be completed to set up an exhibit.

Please read, then sign below signifying that you have read, understood, and agree to be bound by the following:

The exhibitor identified below agrees to indemnify, save, defend and hold harmless the Pennsylvania Building Officials Conference and the Holiday Inn Grantville, PA, their employees, contractors, and officers, against any or all damage to property or personal injury or loss caused by the exhibitor, his agents, employees, representatives or their personal property.

The exhibitor assumes complete responsibility and liability for all injuries to any and all persons or property caused by the exhibitor's property, display, and/or the actions of his agents, employees, or representatives.

I certify that I am authorized to bind the named organization to this agreement and, if not, pledge my personal assets to fulfill this agreement.

Exhibitor's Business Name _____

Print your name: _____ Sign* your name: _____

Your title: _____

***YOU ARE NOT REGISTERED UNLESS THIS FORM IS SIGNED.**

Send this form to PENNBOC, 4902 Carlisle Pike, #269, Mechanicsburg, PA 17050 or fax it to 717-730-9300.

Questions? Contact Gil Longwell at 717-730-6036 or by email: admin@pennboc.org. Be sure to put "PENNBOC Conference" in the subject heading.

PRESENTATIONS WANTED!!

PENNBOC is always seeking **QUALITY EDUCATIONAL PRESENTATIONS** about building products, materials, services or processes for municipal code officials.

Presentations by **qualified speakers** must focus on the manufacturing of building products, testing, applications, and use and code compliance. Presentations **shall not constitute an advertisement, promotion or solicitation for use of a specific product**, although limited references to a product to illustrate teaching points may be incorporated.

Opportunities are available at both regional and state-wide events and venues. The duration of a presentation can vary from 1 to 14 hours and will be cooperatively determined based on the venue, subject and related factors.

Tours of building material manufacturing facilities in Pennsylvania offer unique educational opportunities for code officials.

Use the response card below to tell PENNBOC about opportunities for partnering with your organization.

The field is a terrible place for a building officer to meet your products for the first time! [©]

TRAINING PARTNERSHIP PROPOSAL *

Partner Information

Company Name _____

Contact Person _____ Title _____

Voice line (____) _____ email _____ Website www. _____

Presentation Details

Product or service presentation will discuss _____

Duration of presentation ___ 1 hour (min.) ___ 3 hrs ___ 4 hrs ___ 6 hrs ___ 8 hrs ___ other

Presenter's name _____

Presenter's qualifications _____

Presentation methods: ___ Lecture ___ Class discussion ___ Small Group Activities ___ Video ___ PPT

Support equipment PENNBOC must supply _____

Are you offering a presentation and a tour of your manufacturing facility? ___ Y ___ N

Estimated cost/participant PENNBOC will incur \$ _____

* If this information is available in another document, send that document in lieu of this form. Be sure all requested information is provided.

Please send this information to PENNBOC....

FAX (717-730-9300), **MAIL** (PENNBOC, 4902 Carlisle Pike, #269, Mechanicsburg, PA 17050) **EMAIL** admin@PENNBOC.org.

Conference Program Advertisement Form

The PENNBOC Conference program is a cost-effective way to educate code enforcement officers about your products and services. The Conference program is a great way to put your information in their hands and, at the same time, support the organization that provides quality training for regulators and practitioners of the construction trades. Your ad will be seen by Code Officials, Inspectors, Plan Review Personnel, Fire Marshals, and other Government and Construction Officials.

<u>Size</u>	<u>Price</u>
Full page* (4.75w x 7.25h)	\$300
1/2 page* (4.375w x 3.725h)	\$200
1/4 page* (4.375w x 1.375h)	\$125

<u>Size</u>	<u>Price</u>
Back Cover (full color) (4.75w x 7.25h)	\$700
Back Cover (black only) (4.75w x 7.25h)	\$500
Inside Back Cover (full color) (4.75w x 7.25h)	\$600
Inside Back Cover (black only) (4.75w x 7.25h)	\$400

* Inside ads can only be printed in black. All art work must be ready to go. Art charges may be incurred if get-ready work is necessary.

More information is available at PENNBOC.org. For information regarding electronic ad submission, or if you have any other questions, please contact PENNBOC at 717-730-6036 or admin@PENNBOC.org. Ads must be received by September 11.

**All advertisements, forms and payment must be submitted together and sent to:
PENNBOC, 4902 Carlisle Pike, #269, Mechanicsburg, PA 17050.**

(Copies of this form are acceptable.)

Name _____

Company _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____ E-Mail _____

Total Enclosed \$ _____

Size of ad being purchased (circle one):

Full page \$300	Back Cover \$700 (Full Color)	Inside Back Cover \$600 (Full Color)
1/2 page \$200	Back Cover \$500 (Black)	Inside Back Cover \$400 (Black)
1/4 page \$125		

Rec'd _____
 Date _____
 Ck No. _____



Holiday Inn

Amt. _____

Harrisburg/Hershey
 ELECTRICAL & SERVICE ORDER FORM
 (Mail to: Convention Coordinator)
 604 Station Road, Grantville, PA 17028
 Phone (717) 469-1554 Fax (717) 469-7755
 PLEASE PRINT OR TYPE

Name of Convention _____ Convention Date _____
 Company _____ Booth # _____
 Billing Address _____
 City _____ State _____ Zip _____
 Order Authorized by _____
 Phone Number (____) _____

EXHIBITORS INFORMATION

Important:

Please read the information below before completing this form.

A. All electrical charges must be pre paid before any electrical service will be hooked up to your booth. Please make checks payable to THE HOLIDAY INN HARRISBURG/HERSHEY or

CC# _____ EXP _____

B. Prices subject to change without notice

C. This order must be received by The Holiday Inn Harrisburg/Hershey no later than 15 days before date of set up. Orders received after this date will be subject to a \$15.00 additional late charge.

D. Any questions call the Convention Coordinator at (717) 469-1554.

LIST REQUIREMENTS BELOW

1. Standard electric service –
 (includes 110 volt outlet up to 10amps or 1000 watts)
MINIMUM ELECTRICAL CHARGE

NO.

AMOUNT

\$ 30.00

\$ _____

2. T1 or phone line for Internet Access T1
 Phone Line

\$ 100.00

\$ _____

\$ 50.00

\$ _____

3. Special requirement service- Minimum 2 hours labor,
 for installation, and removal, Plus:

\$ _____

*\$1.00 per amp for 110 volt (if over 10amp)

\$ _____

*\$2.00 per amp for 208 volt, single phase

\$ _____

*Plus additional installation charges as required
 Electricians are available at \$50.00 per hour

4. Power strips at \$20.00 each

\$ _____

All prices subject to 6% sales tax

\$ _____

THE HOLIDAY INN HARRISBURG/HERSHEY will not be responsible for power failures or voltage fluctuations.

Late Fee

\$ _____

ELECTRIC SERVICES REQUIRED

(List each item using electric & specify voltage, phase, amps or wattage.)

1. _____
 2. _____
 3. _____

Sub Total

\$ _____

6% Tax

\$ _____

Total

\$ _____

Approved & Accepted by _____ Date _____

Send this form and payment directly to the Holiday Inn.

PENNBOC

4902 Carlisle Pike, #269
Mechanicsburg, PA 17050

717-730-6036 (v)
717-730-9300 (f)
admin@PENNBOC.org
www.PENNBOC.org

PENNBOC's Annual Conference is the best collaborative environment in which you can introduce your products to code officials.

Please direct this opportunity to the marketing manager in your organization.

There is a place for you at PENNBOC's Conference!

- Every Exhibitor will be featured in the Exhibitor Spotlight on Wednesday morning. This is your chance to tell everybody about your product or service!
- Every Exhibitor will be listed in the Exhibitor Directory in the Conference Program.
- Every Exhibitor will be listed on the PENNBOC website (PENNBOC.org) for one year.

REPRISING LAST YEAR'S SUCCESS...

