

## Exhibitor Registration – WTBA 2025 CE Conference

New this year! We are excited to introduce exhibit booths at the 2025 WisDOT/WTBA Contractor-Engineer Conference. WTBA members will have the opportunity to showcase their products & services to more than 650 conference attendees. Space is limited to 25 exhibitor booths, so we encourage you to reserve your spot early!

### Exhibitor Registration Fee: \$1,000

Includes the following:

- Two (2) Attendee Conference & Awards Dinner Registrations (**\$500 Value**)
- 8' deep x 10' wide exhibit space (8' H backdrop drape x 3' H sidewall drape)
- One (1) 6' skirted table, two (2) chairs, wastebasket, & identification sign
- Additional services for electrical outlets, advance shipments, and storage **must be ordered through Valley Expo in advance**. An online order form/Exhibitor Packet will be sent to you via email after you have completed the exhibitor registration at wtba.org.
- WTBA will provide exhibitors with a list of registered attendees on Thursday, Jan. 9. The list will include attendee names and organizations.

### Booth Placement

Exhibitor booths will be located around the perimeter of the General Session, Lunch, & Awards Dinner. They will be preassigned by WTBA on a first-come, first-served basis upon receipt of payment.

### Booth Set-Up

**Location:** Africa Ballroom

**Dates & Times:**

- **Wednesday, January 15th:** 5:00 PM – 7:00 PM
- **Thursday, January 16th:** 8:30 AM – 10:30 AM

**Exhibit Hours** *Please be respectful of our presenters by remaining seated during general sessions and refrain from interactions at your booth during presentations.*

#### Thursday, January 16th

- **10:30 a.m. -12:30 p.m.** During Registration & Lunch
- **2:25-2:40 p.m.** During Afternoon Break
- **4:30-6:00 p.m.** During Reception

#### Friday, January 17<sup>th</sup>

- **7:00-8:00 a.m.** During Breakfast
- **12:00-1:00 p.m.** Post Conference

### Booth Tear-Down

Will begin **Friday, January 17<sup>th</sup> at 12:00 noon** and must be completed by **2:00 p.m.**