

February 12, 2010

Dear Vendor:

On behalf of the NCAMES Board of Directors, I would like to extend a special invitation to attend and share your goods and services at the 49th NCAMES Annual Engineering and Operations Conference and 13th Annual Lineman's Rodeo to be held on Monday, May 17th through Thursday, May 20, 2010. We are returning to Hickory for yet another wonderful gathering.

Although in recent years, our costs have risen significantly, NCAMES has worked closely with our Hickory hosts and hotels to successfully keep cost to a minimum. Registration cost for your display is \$400 which includes either a standard 10' x 10' display booth with a table and two chairs in the indoor exhibit area or an outdoor exhibit space of 12' x 30' in the parking area adjacent to the Hickory Metro Center.

Like in the past, golf and sporting clay tournaments will be held on Monday, May 17th.

Golf

Due to past successes, we are once again suggesting that Vendors sponsor teams. This provides for networking with current customers and possible new customers. The cost of sponsoring a team will be \$240. You may return the Golf Registration Packet along with your Vendor Registration packet.

Sporting Clay

Due to its popularity last year and for our non-golfers, we are once again offering sporting clays. Just as with golf, we are suggesting that Vendors sponsor teams. This provides for networking with current customers and possible new customers. The cost of sponsoring a team will be \$320. Details are provided on the attached Sporting Clays Registration Packet.

Your NCAMES Board has taken vendor feedback and has made a special focus to ensure that you will have dedicated time with your current and prospective customers. Pre-Rodeo registration and Vendor Day and Technical Sessions will be on Tuesday, May 18th from 8:00 am – 5:00 pm.

Focus customer opportunities include:

- Special vendor card given to every attendee that is to be marked off by vendors to be eligible for large drawing.
- Dedicated program tracks for both field and technical attendees held both prior to and after dedicated vendor luncheon to ensure maximum number of attendees.

Wednesday, May 19th, is dedicated to the 13th annual Lineman's Rodeo. Since the Rodeo is not at the same location as the vendor area, the vendor area will be closed. Outdoor vendor exhibit spaces will be available at the rodeo site. See the vendor registration form for details and cost.

On Thursday, May 20th, you are invited to join us for the closing technical session and the annual NCAMES Annual Business Lunch, which concludes our conference.

Enclosed you will find the following materials:

1. **Registration Packet:** includes a Vendor Registration Form and a Vendor Area Setup Form. ***Please return these completed Forms to Gail Boggs, Fayetteville PWC, Post Office Box 1089, Fayetteville, NC 28302-1089 by Thursday, April 15, 2010 along with the appropriate fee. Please note that a late fee of \$250 will be assessed for all registration forms and payments received after this date. If you need to contact Gail, her number is 910-223-4516.***
2. **Indoor Display Area Layout** – Please use the layout of the Hickory Metro Convention Center to select your 1st, 2nd, and 3rd choice of Indoor Display Booth location.
3. **Outdoor Exhibit Space Layout** – Please use to select your 1st, 2nd, and 3rd choice of spaces for equipment and/or vehicle displays outside the Hickory Metro Convention Center.
4. **Outdoor Exhibit Space will also be available at the rodeo site (American Legion Fairgrounds n Newton, North Carolina) on a first-come, first-served basis.** There is a charge for the outdoor exhibit spaces at the rodeo site. Please see the vendor registration form for details.
5. **Hickory Metro Convention Center Form for Electrical Hookup(s)** – Telephone hookup(s), internet hookup(s). ***Please return completed form to Amber Howard, Events Manager, Hickory Metro Convention Center, 1930 13th Ave. Dr. S.E., Hickory, NC 28602.*** If you need to contact Amber her number is 828-324-8600. ***Please remember you have to have your booth number(s) certified by Gail before you send the form to Amber.***
6. **Location Map** to the Hickory Metro Convention Center.
7. **Golf Registration Packet:** includes a Team Sponsor and Registration Sheet and Advertising Opportunities. *Please return completed form(s) to Gail Boggs at the address listed above.*
8. **Sporting Clay Registration Packet:** includes a Team Sponsor and Registration Sheet and Advertising Opportunities. *Please return completed form(s) to Gail Boggs at the address listed above.*
9. **List of Vendors** that participated and supported NCAMES in 2009.
10. **A schedule of events.**

For more information or to download forms please go to www.ncames.com

As noted above and on the forms, each Vendor shall select a 1st, 2nd, and 3rd choice of Indoor Display Booth or Outdoor Exhibit Space location. Please note that space will be assigned on a first come, first served basis as payment is received.

Vendors are requested to set up in the Exhibit areas on Monday, May 17th between the hours of 3:00 pm and 6:00 pm. The Vendor area will officially open on Tuesday, May 18th at 8:00 am and will stay open until the conclusion of the Technical session at approximately 5:00 pm. Vendors can remove their displays on Tuesday evening after 5:00 pm or Wednesday between 5:00 pm and 6:00 pm.

Please feel free to stay for the remaining conference which concludes Thursday, May 20th at 12:00 pm with the Annual Business Lunch 12:00 pm – 2:00 pm.

We hope that the tradition of Vendors supplying door prizes will continue this year. We have requested that each Vendor donate one door prize to be awarded throughout the conference. If a vendor desires to donate additional door prizes, they can either be distributed as the Vendor best sees fit at the Vendor's booth during the day or may be donated for attendees of the technical sessions.

Several Vendors have asked if they could offer additional levels of sponsorship. NCAMES has agreed to offer four various levels of sponsorships:

- Diamond \$5,000 (one vendor registration plus four additional attendees)
- Platinum \$4,000 (one vendor registration plus three additional attendees)
- Gold \$3,000 (one vendor registration plus two additional attendees)
- Silver \$2,000 (one vendor registration plus one additional attendee)

Each vendor who chooses one of these levels will be recognized in the final program, Technical sessions, and all printed publications.

In addition, Vendors may also choose to sponsor a meal or other item where they would be recognized.

- Rodeo Lunch \$5,000
- Annual Lunch \$5,000
- Vendor Luncheon \$2,000
- Rodeo Awards Social \$2,000
- Rodeo Judge Breakfast \$1,000
- Rodeo Outerwear (Given to all Rodeo Competitors and Judges) \$5,000
- Rodeo Banner (Displayed both at NCAMES and the 2011 APPA Rodeo) \$1,000

Please indicate your sponsorship selection on the Vendor Registration Form.

A block of rooms has been reserved at the host hotel. The Courtyard by Marriott conveniently located next to the Convention Center. Room reservations must be made directly with the hotel. A special rate of \$109.00 plus tax per night has been established for NCAMES Meeting Attendees. Make sure that you mention NCAMES when making your reservations. You need to contact the Marriott at 828-267-2100 for reservations. Please visit the NCAMES website at www.ncames.com for other hotel options. Please note that the hotel cost is not included in your vendor registration fee.

The NCAMES Annual Meeting continues to be the one conference where representatives for both field and technical backgrounds gather to focus on the Electric utility industry. With over 70 public power providers in North Carolina, this is a great opportunity to share your products, services, and latest technologies to over 300 expected attendees from across our state.

We thank you for your support and look forward to seeing you in Hickory.

Sincerely,

John Thrift

John Thrift
NCAMES Vendor Chairperson

attachments