

BOOTH REGISTRATION DEADLINE
June 24, 2013

Register by May 7 to be included in a pre-event mailer.

Register by June 7 to be included in the on-site guide.

\$25 off
if registering before June 7



9 HOURS OF DEDICATED EXHIBIT HALL TIME

OVER 50,000 SQ. FEET OF EXHIBIT SPACE

NEW INDOOR LARGE EQUIPMENT DISPLAY

90th Annual Gas Operations Technical & Leadership Summit

August 13-15, 2013 | Mayo Civic Center | Rochester, MN

BE VITAL: Better Value, Bigger Venue

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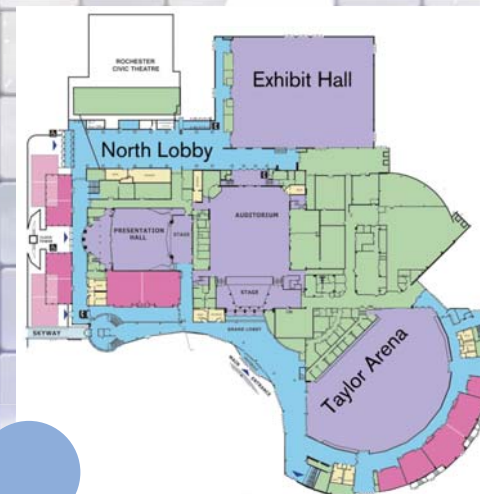


EXHIBIT SCHEDULE

Tuesday

11:30 - 6:00 PM
8:00 - 5:00 PM
4:30 - 7:00 PM

Event

Registration
Exhibit Set-up
Associate Sponsored Reception at Peace Plaza

Location

North Lobby
Exhibit Hall & Taylor Arena
Offsite | Peace Plaza,
Downtown Rochester

Wednesday

7:00 AM
7:00 - 7:00 PM
10:30 - 1:00 PM
2:00 - 2:30 PM
14:45 - 7:00 PM

Event

Registration
Exhibits Open
Exhibits & Lunch
Session Break/Exhibit Time
Reception, Dinner, & Exhibit Demonstrations

Location

North Lobby
Exhibit Hall & Taylor Arena
Exhibit Hall & Taylor Arena
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Exhibit Hall & Taylor Arena

Thursday

7:30 AM
8:00 - 1:00 PM
9:00 AM
10:15 - 1:00 PM
1:15 PM
4:00 - 5:00 PM
5:00 - 10:00 PM

Event

Registration
Exhibits Open
Exhibitor Meeting
Exhibits, Vendor Prize Drawings, & Lunch
Exhibit Tear-down
Closing Keynote & Conference Prize Drawings
Thursdays on First & Third

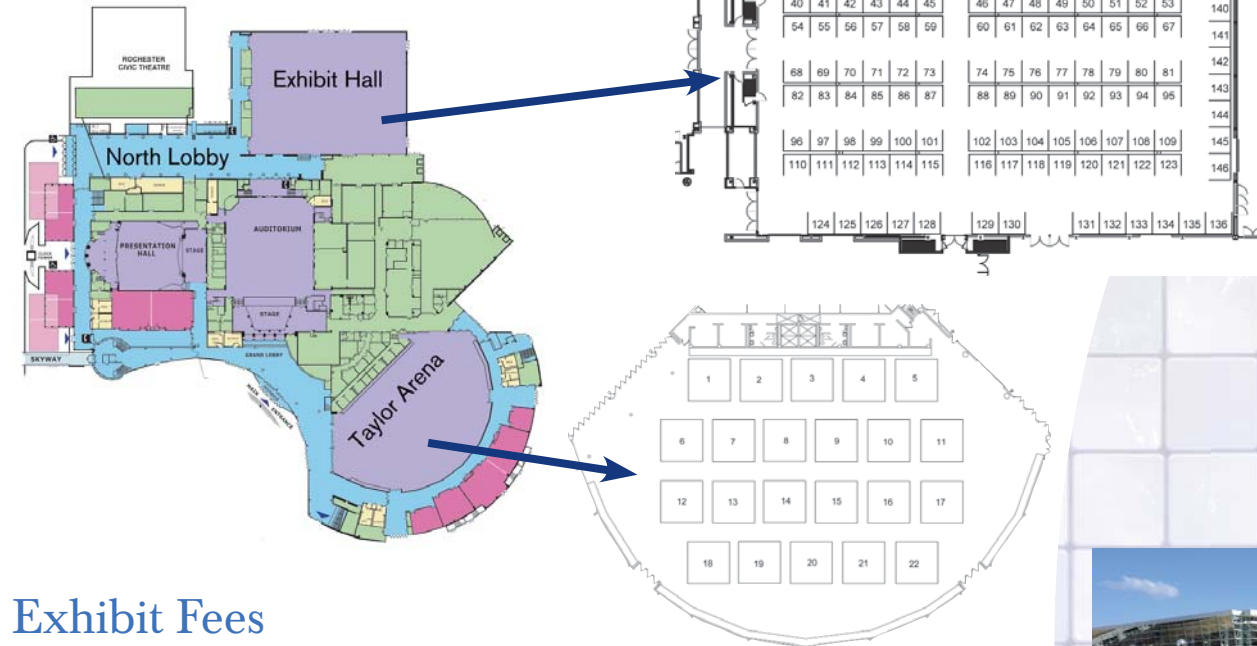
Location

North Lobby
Exhibit Hall & Taylor Arena
Exhibit Hall - Lunch tables
Exhibit Hall & Taylor Arena
Exhibit Hall & Taylor Arena
Presentation Hall
Offsite | Peace Plaza,
Downtown Rochester

ALL UNDER 1 ROOF!

Exhibit Hall and Taylor Arena

146 Booths
22 Spots for large equipment



OUR NEW HOME
Mayo Civic Center
30 Civic Center Dr. SE
Rochester, MN
55904-3701

WHAT'S NEW PRESENTATIONS

What's New Classroom Session

Sign-up to display your new product or service.

What's New is a classroom session designed to showcase new and/or improved distribution and measurement and controls natural gas products or services. To qualify for a presentation, the product or service must be new or improved.

Applications must be received by July 7.

One presentation per company.

You will have the opportunity to record your presentation for MEA's Youtube channel.

The What's New application are available online.

Questions? Please contact Sandy Driscoll
(651) 289-9600 x119.

GIVEAWAYS

Back by popular demand!

Bring your promotional item to the MEA booth on Wednesday morning for a prize drawing. Half the prizes will be given away during lunch and half at the Thursday closing Keynote session. Great way to boost attendance through the expo hall during lunch! No item is too big or small, let's be creative!

EXHIBIT FOR

- The exhibit hall, large equipment display, classrooms, registration, and food are all at the Mayo Civic Center.
- 9 hours of Exclusive Show hours dedicated to the Exhibitors.
- Lunch and break food strategically placed to enhance follow and create traffic into the Exhibit Hall.
- MEA hosted dinner located in the Exhibit Hall.
- Complimentary pre-and post-show registrant mailing lists emailed out to each exhibit contact.
- Complimentary listing in the June marketing piece sent out by MEA, if registered by May 7th!
- Complimentary listing in the on-site participant guide, if registered by June 7th.
- MEA promotion of the exhibition via targeted mailings, MEA website, and email blasts out to over 5000 people.

Exhibit Manager:
Janelle Murphy
(651) 289-9600 x109
janellem@midwestenergy.org

Exhibit Fees

	8' x 10'	Large Equipment
MEA Member	\$350	\$500
Non-Member	\$875	\$1,175

Included with booth:

- 8'x10' exhibit booth with blue or white draping.
- 6' skirted table, 2 chairs, wastebasket, & identification sign.
- Complimentary carpet and internet in the exhibit hall.

Included with large equipment display:

- 20' x 20' space.
- 6' skirted table, 2 chairs upon request only.

Exhibitor Attendee Fees

	Early Bird	Regular
MEA Member	\$350	\$375
EnergyU Subscriber	\$350	\$375
Non-Member	\$625	\$650

All booth representatives may attend all classroom sessions. Breakfast, lunches, dinners and receptions are included.

Hotel and Rochester Information

The Mayo Civic Center is attached to the skyway system that will bring you right to your hotel room. A complete list of Rochester hotels is available online at www.midwestenergy.org. On the Events tab, click on Annual Operations Summits, and click on



Click here for vital information.

If you need further assistance, contact the Rochester Convention and Visitors Bureau at (800) 634-8277.



EXHIBIT HALL & TAYLOR ARENA
Larger maps of the exhibit hall & Taylor Arena may be found online.

TO REGISTER
www.midwestenergy.org
or Fax (651) 289-9601
or Mail
attn: Janelle Murphy
Midwest ENERGY Association
2119 Cliff Dr.
Eagan, MN 55122

CANCELLATION POLICY
There is a \$50 administration fee for cancellations made before July 12, 2013. No refunds will be issued after July 12. Substitutions may be made at any time.



Silver Lake Park
Credit: Chad Johnson



Plummer House of the Arts
Credit: Post-Bulletin LLC



Old Chateau Theatre
Credit: Chad Johnson

2013 - 90th Annual Gas Operations Technical & Leadership Summit Exhibitors

Company Information

Company Name: _____
Mailing Address: _____ City, State, Zip: _____
Website: _____

Exhibit Contact - tradeshow coordinator (no fee necessary if not attending event)

Name: _____ Title: _____
Mailing Address: _____ City, State, Zip: _____
Email: _____

Name of Exhibitor - please write additional attendees on another sheet.

Name: _____ Title: _____
Mailing Address: _____ City, State, Zip: _____
Email: _____

Exhibit Space & Exhibitor Attendee Fees

Identifying Signs (Print company name as it will appear) _____
Away from _____ Next to _____

8'x10' Booths

Member: ____ @ \$350 each \$ _____ Booth #(s) _____
Non-Member: ____ @ \$875 each \$ _____ Booth #(s) _____

Large Equipment

Member: ____ @ \$500 each piece of equipment \$ _____
Non-Member: ____ @ \$1,175 each piece of equipment \$ _____

Yes we would like a table and 2 chairs.

Exhibitor Fees - required for all attendees

Member: ____ individuals @ \$375* each \$ _____
EnergyU Subscriber: ____ individuals @ \$375* each \$ _____
Non-Member: ____ individuals @ \$650* each \$ _____

NEW Sponsorship Opportunity

\$220 Tuesday Night Reception at Peace Plaza

Payment - Do not email credit card information. Thank you.

Check is enclosed

Charge my fee of \$ _____ to my: VISA MasterCard Discover AmEx

Required to process card.

Cardholder's Name: _____ Signature: _____

Credit Card #: _____ Security Code: _____

Exp. Date: _____ Email Address: _____

Billing Address for card: _____

**\$25 off
booth attendee
fees if you register
before June 7**

EXHIBITOR POLICIES

Hospitality Policy

Hospitality events are not to occur during the scheduled program/exhibit hours. Hospitality events and/or suites must stay closed during event and exhibit hours.

Space

Ceiling heights are 32' in the Exhibit Hall and 39' in Taylor Arena.

Nothing can be attached to the floors or walls of Mayo Civic Center.

No portion of the booth or equipment area may be sublet or assigned to any other firm or person(s).

Service Doors

The Exhibit Hall has 2 standard loading docks with levelers and 2 drive-in doors which are 12'w x 14'h.

Taylor Arena has 2 standard loading docks with levelers and 1 drive-up ramp. The doors measure 12'w x 14'h.

Booth Assignments

Booth space assignments are made on a first-come, first-served basis. MEA reserves the right to alter Trade Show layout and vendor location.

Shipping

In: No shipments will be accepted before August 6. All display equipment must be shipped to:

Attn: Bryan Carlson
MidAmerica Convention
605 Industrial Drive SE
Elgin, MN 55932

List on Shipments:
Company name as registered.
Label packages (1 of 3, 2 of 3, 3 of 3, etc.)

Out: MidAmerica Convention Staff will assist with outbound shipping.

For shipping & receiving information, and/or additional labor needs, call Bryan Carlson, MidAmerica Convention Servicer, at (507) 876-2200 or macscarlson@yahoo.com.

Insurance

Neither Mayo Civic Center nor MEA carry insurance on displays. Exhibitors must make their own insurance arrangements with their insurance companies. It is agreed that in no case shall MEA or its officers or directors or staff be responsible for any loss, theft, and/or damage by fire, or injury to any person or article.

Liability

Each booth operator will be responsible for the space leased during the convention and will keep it free from hazards to persons on the premises. MEA and the Mayo Civic Center will not be responsible for any injury that may occur to booth operators, their associates, or employees.

Electrical, Television, and Audio Visual Equipment

Three weeks prior to the conference, an email will be sent from MEA with a link to an order form for electricity, televisions, and any other audio visual equipment you may need for your booth.

Food and Beverages

The serving of food, beverage, and concessions of any kind is not permitted unless arranged through MEA's exhibit manager, Janelle Murphy (651) 289-9600 x109.

Payment Policy

To be considered pre-registered, MEA must receive your payment with this form.