

MONROE COUNTY ENERGY EXP



Date: December 5, 2009
Time: 10 a.m. to 2 p.m.



Maggie Brooks
County Executive

MONROE COUNTY ENERGY EXPO



This year's Monroe County Energy Expo will be held December 5, 2009 from 10 a.m. – 2 p.m. at the Penfield Community Center (1985 Baird Road). This expo will connect the general public with exhibitors from companies whose products will help reduce their utility bills. The Energy Expo is free to the public.

COMPANIES INVITED TO THE EXPO INCLUDE:

- Window replacement specialists
- Insulation specialists
- Solar energy companies
- Energy star equipment dealers
- Home energy auditors
- High efficiency furnace dealers
- Geothermal heating and cooling companies
- NYSERDA
- Energy ESCOs selling electricity and natural gas

WHY EXHIBIT...

With a booth at this show you will have access to hundreds of residents eager to learn about emerging technologies and how to make their homes more energy efficient. **Key benefits include:**

- Introducing new products and services
- Showcase the latest trends
- Enhance your company image
- Educate customers; generate sales leads
- Network with other area experts and colleagues

EXHIBIT BOOTHS INCLUDE...

3' High backdrape
3' High siderail
2 folding chairs
1 – 6' skirted topped table
1 – 7" x 44" company sign
1 2-prong electrical outlet

ENHANCED EVENT MARKETING:

- Radio advertisements the week preceding the event
- Press releases
- Advertisements in the Messenger Post weekly newspapers

MONROE COUNTY ENERGY EXPO



2009 Monroe County Energy Expo
Exhibitor Registration Form

Penfield Community Center
1985 Baird Road

Saturday December 5, 2009
10 a.m. – 2 p.m.

Company Name: _____

Title of Contact Person: _____

Address: _____

City/State/Zip: _____

Telephone/Fax Number: _____

Email Address: _____

EXHIBIT BOOTHS INCLUDE: 3' High backdrape; 3' High siderail; 2 folding chairs; 1 – 6' skirted topped table; 1 – 7" x 44" company sign; and, 1 2-prong electrical outlet. Please include a brief description of the services/products provided by your company that will reduce energy costs and which you would like to exhibit and any special booth requirements (will be used to assign booths):

We agree to attend the 2009 Monroe County Energy Expo and to abide by the attached Rules and Regulations.

Authorized Signature and Title

Date

Please fax completed registration form to the Monroe County Office of the County Executive (753-1014) or mail a hardcopy to:

Monroe County Office of the County Executive
Attn: Christina Duerr
39 West Main Street, Room 110
Rochester, New York 14614

2009 MONROE COUNTY ENERGY EXPO

RULES & REGULATIONS

HOURS

1. EXPOSITION HOURS - The exposition will be open to visitors from 10:00 a.m. to 2:00 p.m. on December 5, 2009.

EXHIBIT BOOTHS

1. PRICE OF BOOTH - There will be no charge to exhibitors for the rental of the booth.
2. BOOTH CONTENTS - each booth will be installed by Great Lakes Events and will consist of a 3' high backdrape, 3' high siderail, 2 folding chairs, 1 - 6' skirted topped table, and 1 - 7" x 44" sign that identifies your company, to be provided by Great Lakes.
3. ELECTRICAL SERVICE - Exhibitors are cautioned that only 500 watts of electrical power are furnished to each booth.
4. INSTALLING AND DISMANTLING - Booths will be installed by the County's Event Coordinator, Great Lakes Events, the day of the show. Exhibitors will be able to set up their booths on December 5, 2009 at 8:00 a.m. Booths must be completed by 9:30 a.m. The hours for dismantling and removing exhibits are the day the show closes from 2:01 p.m. to 3:00 p.m. at which time Great Lakes Events will dismantle the booths.
5. DISPLAY HEIGHTS - In the rear one-half of each booth, display material may be placed up to a height not exceeding 6 feet from the building floor. In the front half, no display material shall exceed a height of 4 feet, without special permission.
6. SAFETY - All materials and installations must conform to federal, state and municipal safety and fire laws, ordinances and regulations.
7. WEB ACCESS - None provided.
4. NOISE, ODORS, SIGNS - Excessively noisy or obstructive work will not be permitted during open hours of the exposition, nor will excessively noisy operating displays, nor exhibits producing objectionable odors, nor offensive illuminations of signs, be allowed.
5. CONTESTS - The County shall be informed in advance of any games and prize drawings planned for in-booth operation.
6. SUBLETTING - Exhibitor may not assign nor sublet his contract or permit others to use his contracted exhibit space, without the knowledge and prior consent of the County.
7. BOOTH DESCRIPTION - Exhibitor may be required to submit, in advance, a brief description of their booth display.
8. USE OF PHOTOS - The County reserves the right to use photos taken during the show.

LIABILITY

1. CARE OF BUILDING - Exhibitor is liable for any damage caused to the building or to standard booth equipment or to other exhibitors' property by them, their agents or employees.
2. CANCELLATION - Cancellations of your intent to exhibit must be made no later than one week before the event.
3. LIABILITY - The exhibitor agrees that neither the County nor the Town of Penfield shall be responsible for any loss, damage or injury that may occur to the exhibitor or its employees, representatives or agents or to its property, from any cause whatsoever, unless due to the sole or contributory negligence of the County and/or the Town of Penfield. Further, the exhibitor agrees to defend, indemnify and hold forever harmless the County and/or the Town of Penfield, as well as their employees and agents, from all loss, liability, expense and penalty, including attorney's fees, on account of personal injury or damage to property sustained to the exhibitor or to any person or persons arising out of, during or in connection with this agreement if such injury or damage is due to the negligence of exhibitor, its employees, agents or any other person. All exhibitors are required to carry appropriate levels of insurance coverage.
4. AMENDMENTS - Any matters not specifically covered by the preceding rules shall be subject solely to the decision of the County. These rules may be amended at any time by the County, provided that amendments shall not substantially diminish the rights or increase the liability of the exhibitor.

USE OF SPACE

1. COUNTY'S AUTHORITY - The County reserves the right to reject, eject or prohibit any exhibit in whole or in part or exhibitor or his representatives, with or without giving cause.
2. SOLICITING AND COSTUMES - All demonstrations or other promotional activities must be confined to the limits of the booth. Exhibitor's representatives wearing distinctive costumes or uniforms or carrying banners or signs separately or as a part of their apparel shall not work in other than their own booth space.
3. DISTRIBUTION OF SAMPLES AND SOUVENIRS - Samples, souvenirs, publications, etc. may be distributed by the exhibitor only from within his booth. NO food or beverages are to be made available by exhibitors.