

Western Pulp, Paper, & Forest Products Safety & Health Conference

**Holiday Inn Portland – Columbia Riverfront, Portland
December 3-6, 2024**

Partners in Safety – Steering Toward the Future

Dear Prospective Exhibitor,

We invite you to exhibit at the 32nd annual Western Pulp, Paper, & Forest Products Safety & Health Conference December 3-6, 2024, at the Holiday Inn Portland – Columbia Riverfront, in Portland, Oregon. The conference is the only safety conference offered to the pulp, paper, forest products, and converting industries. With more industry managers now attending the conference you have an even better opportunity than in past years to market your services to decision makers.

The cost to exhibit is \$750 for a 10'x7' pipe and drape space, including one 6-foot table and two side chairs. Space assignment is on a first-come, first-served basis. To reserve a space, complete the online Application/Contract for Exhibit Space and submit payment (credit card and check payments are accepted). Breakfast and lunch are included each day for two booth representatives. (Please contact the conference section if more than two booth representatives.)

Exhibits are open 7:30 a.m.-3:30 p.m. on Tuesday and 7:30 a.m.-3 p.m. on Wednesday.

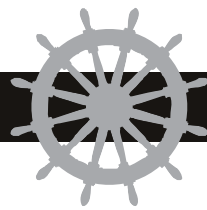
The conference averages 385 attendees representing both labor and management. An attendee list is distributed after the conference via email. Attendees are eligible to win prizes for attending the conference and for completing the Exhibit Passport activity. If you wish to donate prizes, please bring with you. We always appreciate your generosity.

If you have questions, please call Jill McConnell toll-free at 888-292-5247, opt. 1, or directly at 503-930-4313; or email her at jill.mcconnell@dcbs.oregon.gov.

You can also email Jill to update your contact information or opt out of future invitations to exhibit at this conference.

Thank you,

Western Pulp, Paper, & Forest Products Conference Exhibits Committee



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APPLICATION/CONTRACT FOR EXHIBIT SPACE

Register online at safetyseries.cventevents.com/supportwppfp24

10'x 7' exhibit booth(s) – one 6' table and two chairs are complimentary with each booth (tables are draped and skirted.)

To register online, you will need to provide the following information:

(The information below will be included in the conference mobile app, except starred items.)*

- Company
- Contact person, Position/title
- Email
- Provide a description of the service/product(s) you will be displaying at this conference
- List any vendors you wish (or do not wish) to be adjacent to*
- Booth preference *(placement not guaranteed)**
- Need electrical? (provided if requested at time of registration)
- Website
- Address
- Phone

Upon receipt of registration and payment, you will be sent a confirmation letter. Assignment of exhibit space is on a first-come, first-served basis. The conference planning committee assigns exhibit space and attempts to provide physical separation of competitors who do not wish to be near each other.

You will be asked to read and agree to the terms and conditions. (See Exhibit Information & Rules.)

If you are a non-profit, please call the conference section at **503-930-4313**.

Cost of each exhibit space (1 booth) \$750

Credit card and check payments are accepted.

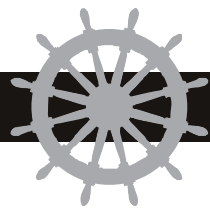
Exhibit fee is non-refundable.

Mail checks to:

Pulp & Paper Conference
PO Box 5640
Salem, OR 97304-0640

(Federal tax ID #93-0058188)

Questions? Call the Conference Section at **503-930-4313**; email: jill.mcconnell@dcbs.oregon.gov.



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EXHIBIT INFORMATION & RULES

Set-up Hours

Monday, Dec. 2 2 to 5:30 p.m.
Tuesday, Dec. 3 6:30 to 7:15 a.m.

Exhibit Hours

Tuesday, Dec. 3 7:30 a.m. to 3:30 p.m.
Wednesday, Dec. 4 7:30 a.m. to 3 p.m.

Tear-down Hours

Wednesday, Dec. 4 3-4:30 p.m.

Assignment of Space. The Planning Committee will assign space based on days exhibiting, date full payment is received, registration of multiple booths, and if possible, consideration of potential conflicts with competing like-market exhibitors.

Use of Space. The space contracted for is to be used solely for the exhibitor whose name appears on the Application/Contract for Exhibit Space, and it is agreed the exhibitor will not sublet or assign any portion of their space without the consent of the Conference Planning Committee.

Exhibitors must rent sufficient conference space to contain their exhibit completely within the confines of booth lines. Equipment may not extend into the aisles, over the aisles, across the exhibitor's purchased booth line, or otherwise obstruct the view of or negatively affect the display of any other exhibitor. Any materials extending above 12 feet must have prior approval of the Conference Planning Committee.

All measurements shown on the floor plan are approximate and the Conference Planning Committee reserves the right to make such modifications as may be deemed necessary to meet the needs of the show and conference.

Special Equipment Restrictions. Unusual or objectionable lighting, noises, or odors will not be permitted. The use of loud speakers and public address equipment is prohibited. Exhibits which include the operation of any noise making equipment (including TVs and computers) must be conducted so that the noise resulting from demonstrations will not disturb adjacent exhibitors.

The operation of oil, alcohol, or gasoline engines is prohibited during the show, and all such engines must be free of all such fuels and fuel tank caps must be taped closed. All battery cables must be disconnected and cable ends must be taped. If vehicles or motorized equipment is displayed show personal must approve prior to exhibiting. All decorative materials must be flame retardant. **All exhibits must comply with City of Portland ordinances, regulations, and Fire Marshal regulations.**

Liability. The AWPPW, Oregon OSHA, and the Holiday Inn Portland assume no liability for property loss from your booth or equipment due to robbery, fire, accident, or any other hazard, without limitation.

Sale of Merchandise. Orders with exchange of monies may be performed, but delivery of merchandise must be facilitated apart from the exhibit hall with the exception of small items such as personal protective and safety equipment, videos, computer software, books, etc. The conference assumes no liability for monies or orders exchanged at the conference.

Exhibitor Personnel. Each exhibiting firm is to furnish the names of those who will staff the booth on the Booth Representative Form, which will be sent to all exhibitors in advance of the conference.

Exhibitor's representatives staffing the booth will be owners, employees, or agents of exhibiting companies, and such representatives will wear proper badge identification furnished by the conference.

Dismantling of Exhibits/Move-Out. No material may be removed from the show floor prior to move-out time without prior written approval of the Conference Planning Committee.

Endorsements. The conference does not approve, endorse, or recommend the use of any specific commercial products or services. The exhibitors may not, therefore, state or imply either verbally or in printed literature that their products or services are approved, endorsed, or recommended by the conference or its representatives.



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2024 EXHIBIT FLOOR PLAN

