



WINDPOWER 2017 Conference & Exhibition – Meeting Room Rentals

Maximize your time and eliminate interruptions using private meeting rooms at WINDPOWER. Meeting rooms are available at the **Anaheim Convention Center**, on the **show floor**, and at both the **Hilton Anaheim** and **Anaheim Marriott**. Please contact Wade Barton at wbarton@awea.org to reserve your room today!

✈ **Anaheim Convention Center**

Conveniently located above Halls B and C. These rooms range from 1,365 to 1,764 square feet, and in some places can be combined to create an even larger space.

RATES – Run of Show			
Member Exhibitor	Member Non-Exhibitor	Non-Member Exhibitor	Non-Member/Non-Exhibitor
\$4,000	\$5,000	\$6,000	\$8,000

✈ **WINDPOWER Show Floor**

Ultra-convenient 10x20 rooms (no ceiling) include carpet, conference table, 6 leather high back chairs, and power.

RATES – Daily			
Member Exhibitor	Member Non-Exhibitor	Non-Member Exhibitor	Non-Member/Non-Exhibitor
\$1,500	\$2,000	\$2,500	\$3,500
RATES – Run of Show			
Member Exhibitor	Member Non-Exhibitor	Non-Member Exhibitor	Non-Member/Non-Exhibitor
\$5,000	\$6,000	\$7,000	\$9,000

✈ **Hilton Anaheim & Anaheim Marriott**

Both located adjacent to the convention center. A variety of rooms are available daily or for run of show.

RATES – Daily per square foot			
Member Exhibitor	Member Non-Exhibitor	Non-Member Exhibitor	Non-Member/Non-Exhibitor
\$3.00	\$3.50	\$4.00	\$5.00
RATES – Run of Show per square foot			
Member Exhibitor	Member Non-Exhibitor	Non-Member Exhibitor	Non-Member/Non-Exhibitor
\$2.00	\$2.50	\$3.00	\$4.00



WINDPOWER 2017 Agreement for Meeting Space

Thank you for your interest in reserving a meeting room during the AWEA WINDPOWER 2017 Conference & Exhibition. **Please complete the following information in full, sign, and return the signed agreement by email to Wade Barton at wbarton@awea.org.** Once a completed agreement with payment information is received in our office, we will confirm your meeting room assignment. We are not able to hold meeting rooms without a completed form and payment details.

MEETING ROOM USER INFORMATION

Date: _____

Company Name: _____ Booth # (if exhibiting): _____

Contact Name: _____ Title: _____

Street Address: _____

City: _____ State/Province: _____ Zip/Postal Code: _____

Country: _____ Email: _____

Phone: _____ Fax: _____

On-Site Contact (if different than above): _____ Cell: _____

MEETING ROOM INFORMATION

Preferred Meeting Room(s): 1st Choice: _____ 2nd Choice: _____ 3rd Choice: _____

Room Set Requested: _____

Meeting Type (check all that apply): ☐ Breakfast ☐ Lunch ☐ Dinner ☐ Staff Office ☐ Meetings

☐ Presentation/Training: This option is available only on Monday, 5/22/2017. We are offering exclusive time on this day for training activities. ☐ Check here if you are interested in participating in our Sponsored Training Program for an additional fee.
(we will contact you with information on the program if checked)

of People: _____ Start Date: _____ End Date: _____

Meeting Room Rate: \$ _____ = **TOTAL PAYMENT DUE**

(AWEA will confirm the room rental rate based on your exhibiting and membership status and reserves the right to correct the amount if necessary.)

PAYMENT INFORMATION

The signed agreement, including full payment information, must be submitted to AWEA in order to confirm your meeting room reservation. The credit card provided below will be used for 3 purposes:

1. Immediate processing of the total payment due as noted above.
2. Payment of any additional services or catering ordered by meeting room user directly with AWEA, the Hilton Anaheim or its approved vendors, and the Anaheim Marriott or its approved vendors, if meeting room user fails to make payments directly to such vendors.
3. Payment of any damage assessments or other losses identified by the Anaheim Convention Center, Hilton Anaheim, or Anaheim Marriott resulting from utilization of the meeting room by user.

Credit Card Number: _____ Expiration Date: _____

Card Type: ☐ VISA ☐ MasterCard ☐ American Express Security Code: _____

Billing Zip Code: _____

Cardholder Name: _____ Cardholder Signature: _____

MEETING ROOM POLICY

- The meeting room rental prices are based on the exhibiting and membership status of the meeting room user. Should the meeting room user's exhibiting and membership status change from the time of rental through the time of the event, AWEA reserves the right to re-calculate the rental fee required and charge any balance to the credit card provided. AWEA has sole discretion to approve or deny any request for a meeting room reservation.
- The meeting rooms may only be used for meetings and offices. Product demonstrations or trainings are prohibited if the user does not have a booth in the exhibit hall. Seminars or trainings are also prohibited without prior approval from AWEA. If approved, these trainings must occur on Monday, 5/22/2017. Trainings or meetings specifically promoted to attendees may not occur during official conference events. In the event that meeting space is used for unauthorized functions, AWEA reserves the right to revoke and reassign space and all payments will be forfeited.
- Meeting rooms may not be used to hold private events or receptions unless otherwise approved by AWEA.
- Meeting rooms will be assigned by AWEA in the order in which completed rental forms are received. There are a limited number of meeting rooms available for reservation on a first-come, first-serve basis.
- Any damage assessments identified by the Anaheim Convention Center, Hilton Anaheim, or Anaheim Marriott within the meeting room are the sole responsibility of the meeting room user, and meeting room user will indemnify, defend and hold harmless AWEA from and against any such damage assessments or other losses or injuries caused by meeting room user, its guests, invitees and employees. **Do not leave valuables unattended in meeting rooms.**
- The meeting room user agrees to abide by any rules and regulations, exclusive service providers, and other requirements as set forth by the Anaheim Convention Center, Hilton Anaheim, and Anaheim Marriott.
- The meeting room user will vacate the meeting room upon completion of the reserved period for the meeting room. The meeting room user will leave the meeting room in the same condition and state of cleanliness existing at the commencement of meeting room user's occupancy.
- Changes to the meeting room reservation (such as dates or size) will be accommodated when possible. Cancellation of a meeting room reservation will be subject to a \$100 cancellation fee per room until February 28, 2017. Before this time, any remaining payments minus the cancellation fee will be refunded upon written request to cancel the reservation. Any cancellation requests made on or after March 1, 2017 will not be refundable and all payments made will be retained by AWEA.
- All meeting room attendees should be registered to attend AWEA WINDPOWER 2017 Conference & Exhibition and badges should be worn at all times.
- **SIGNAGE:**
 - For rentals at the **Anaheim Convention Center**, AWEA will provide a sign with your company logo that can be displayed directly outside of the meeting room. All other signage must be placed inside of the meeting room.
 - For rentals on the **WINDPOWER show floor**, all signage is prohibited, both inside and outside of the meeting room.
 - For rentals at the **Hilton Anaheim** and **Anaheim Marriott**, signage displayed outside of the meeting room is prohibited. All signage must be placed inside of the meeting room.
- **SERVICES :**
 - Anaheim Convention Center** - The meeting room user will be responsible for making all arrangements (i.e. audio-visual, food and beverage, signs, decoration or furniture) with AWEA. AWEA will pay for and then invoice the meeting room user for any arrangements. The meeting room user will be responsible for all obligations relating to such arrangements, including full payment for all goods and services ordered, within 30 days of being invoiced.
 - Hilton Anaheim** - The meeting room user will be responsible for making all arrangements (i.e. audio-visual, food and beverage, signs, decoration or furniture) with the Hilton Anaheim and their approved vendors. The meeting room user will be responsible for all obligations relating to such arrangements, including full payment for all goods and services ordered. Once this agreement has been executed by the meeting user and AWEA, you will be provided with a list of vendor contacts to facilitate your planning.
 - Anaheim Marriott** - The meeting room user will be responsible for making all arrangements (i.e. audio-visual, food and beverage, signs, decoration or furniture) with the Anaheim Marriott and their approved vendors. The meeting room user will be responsible for all obligations relating to such arrangements, including full payment for all goods and services ordered. Once this agreement has been executed by the meeting user and AWEA, you will be provided with a list of vendor contacts to facilitate your planning.

REQUIRED:

- ☐ By checking this box, the meeting room user has agreed to the meeting room policy as outlined above. If this box is not checked, the meeting room agreement **will not** be executed by or binding upon AWEA.

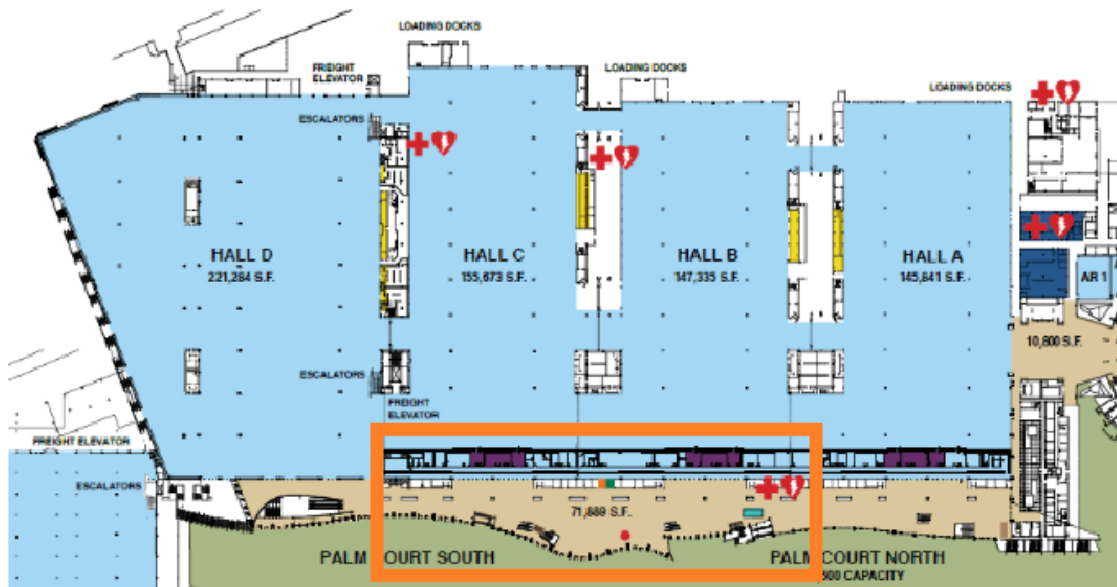
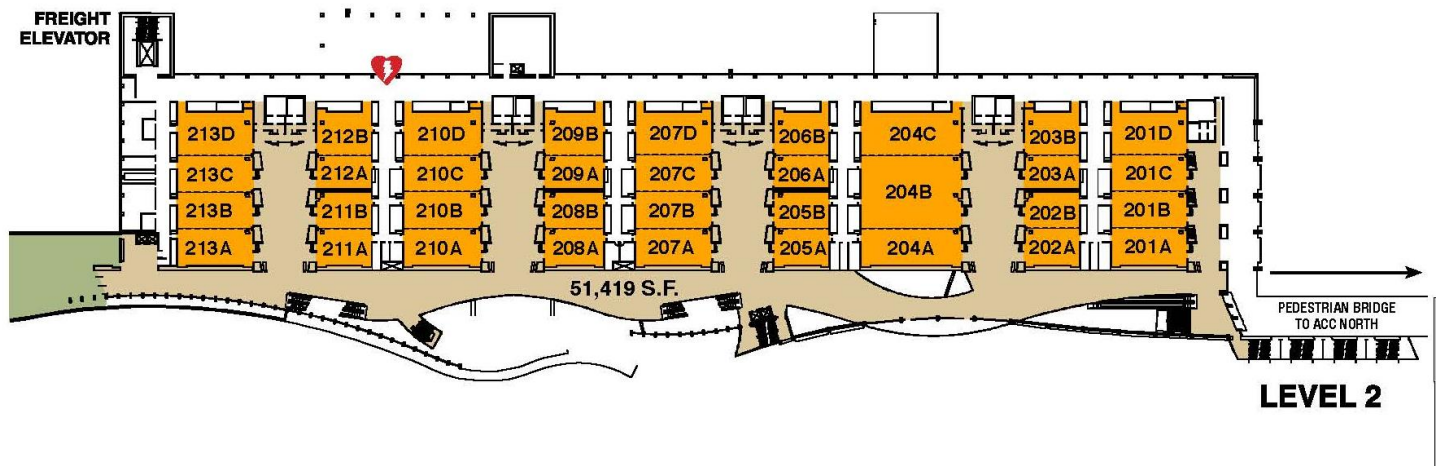
Authorized Signature

Printed Name

Date

Company Name

ANAHEIM CONVENTION CENTER

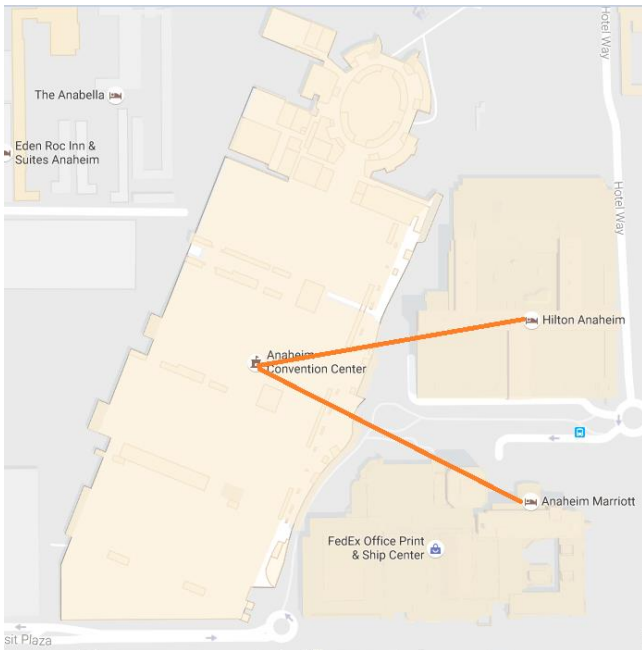


<http://www.anaheim.net/1147/Second-Level-Capacities>

WINDPOWER SHOW FLOOR



HILTON ANAHEIM & ANAHEIM MARRIOTT



View from directly in front of the Anaheim Convention Center with the Hilton on the left and the Marriott on the right:



Reverse (looking back at Anaheim Convention Center):

