

26TH ANNUAL AOWMA

CONVENTION AND TRADE SHOW



Alberta Onsite Wastewater
MANAGEMENT ASSOCIATION

GETTING HANDS-ON

2024

FEBRUARY 13 - 15
RED DEER, AB

Join us to take advantage of:

- ✓ Practical tips & skill development
- ✓ Hands on training demonstrations
- ✓ Valuable theory behind onsite systems
- ✓ Networking & business development



EXHIBITOR INFORMATION GUIDE

REGISTER TODAY AT: WWW.AOWMA.COM ☎ 1-877-489-7471

Notice of the 2024 Annual General Meeting

Wednesday, February 14, 2024 @ 7:30 a.m.

Westerner Park

4847A 19 St , Red Deer, AB

All AOWMA members in good standing are invited to attend the Annual General Meeting being held during the Convention and Trade Show on February 14, 2024 in Red Deer, AB.

NOMINATIONS:

Nominations may be submitted in advance of the AGM or from the floor during the election portion of the meeting.

According to Bylaw Section 6.2.1, a nominee must be an active member who has been in good standing for at least two consecutive years. Nominees for the Executive Committee positions (President, Vice-President or Secretary/Treasurer) must have already served on the Board of Directors for one preceding year.

According to Bylaw Section 6.2.2, all nominations must be supported by a seconder and a third. This means that any nomination a member brings forward **MUST** be supported by two other members in good standing. There is no limit to the number of nominations that can be brought forward.

NOMINATIONS ARE BEING ACCEPTED FOR THE FOLLOWING POSITIONS:

Vice-President Secretary/Treasurer Director Director Director

TERM OF OFFICE:

Those elected to the Board of Directors at the 2024 AGM will hold those positions for two years; term of office to complete in 2026.

REQUIREMENTS OF A BOARD MEMBER:

Generally, the Board operates as a governance entity, meaning it sets high level strategic direction as opposed to having a direct hand in the day-to-day activities of the Association. Directors should be prepared to attend a minimum of one meeting every two months, either in person or by video conference. Directors will also be expected to serve on one or more committees to provide more direct guidance regarding key association strategic objectives.

Board members are not paid, however reasonable expenses are reimbursed for travel and meals when attending Board meetings or other sanctioned Association activities.

Join Us At The Show!

Join us at the 26th annual Trade Show hosted by the Alberta Onsite Wastewater Management Association (AOWMA), held at Westerner Park in Red Deer, Alberta. This years trade show will feature some exciting new additions and ideas to continue to engage our attendees as we gather to network and expand our expertise!

We heard our Membership and are focusing this year's Convention and Trade Show on "Hands-On" growth and development. Join us and roll up your sleeves as we get Hands-On! Meet new people, learn new skills, and take away helpful tips and tricks at our upcoming Convention and Trade Show!

TRADE SHOW EVENT HOURS:
TUESDAY, FEBRUARY 13, 2024, 3:00PM TILL 9:00PM
WEDNESDAY, FEBRUARY 14, 2024, 9:30AM TILL 2:00PM

LOCATION:
PRAIRIE PAVILION, WESTERNER PARK
4847A—19 STREET, RED DEER, AB

Who Attends?

- | | |
|-----------------------|----------------------------|
| Contractors | Suppliers |
| Installers | Manufacturers |
| Designers | Engineers |
| Pumpers | Developers |
| Inspectors | Regulators |
| Maintenance Providers | Government Representatives |

About Us

The Alberta Onsite Wastewater Management Association (AOWMA) is the provincial not-for-profit organization established to educate, train, and certify industry professionals. The Association engages its member installers, designers, septage haulers, suppliers, municipalities and provincial government departments to arrive at sound practices that strengthen the industry, and ensure safe and effective septage management for all rural Alberta.

Event Sponsorship Opportunities

All sponsors will be acknowledged and featured on a slideshow on the main screen in the Trade Show Hall throughout the event and in the program as applicable by the sponsorship opportunity selected.

Meet & Greet Food and Craft Beverage Pairing

Tuesday night during the Trade Show, Delegates will be invited to join Exhibitors to try a variety of food and craft beverage pairings.

Sponsorship of this event will provide complimentary drinks and snacks for all attendees.

Social Night Sponsorship and Entertainment Sponsorship

Wednesday's event provides another great opportunity to mingle with show attendees.

Exhibitors and delegates are invited to join us for Happy Hour, following which, our sponsors will provide a sit-down dinner, followed by entertainment along with various awards and recognition for our valuable members!

Delegate Bags

Put your logo on our delegate bags. Delegate bags will be made available to all delegates when they check in. Extra bags are distributed throughout the year at Association events.

Upgraded Sponsor Ad

All Trade Show packages come with a full-colour ad on our Convention APP. Order an upgrade to include larger format on the app and prominent exposure at the event.

Meal and Coffee Breaks

Our numerous breakfast, lunch and coffee breaks throughout the Conference and Trade Show gathers all of our attendees in one place for good food and good company. This package includes signage displayed prominently on or around the food serving tables, advertisement on screen throughout the meal and acknowledgement in the agenda.

Additional Advertising Opportunities

Swag for Bags

We invite all Trade Show exhibitors to hand out promotional material at their booth. Attendees love the assortment of items available from pens and t-shirts to branded flash drives and first aid kits. Don't forget your business cards and flyers as well! We provide all attendees with a trade show bag, so they've got an easy place to store the items and information they collect from your booth.

This is an excellent way to ensure that all delegates take home your company's information and maybe something more.

Don't Forget Your Door Prize!

The Trade Show MC will be going from booth to booth to announce door prizes while drawing delegates to your booth for the draw. Be part of the excitement by providing a door prize to promote your company's products and services at the show.

Silent Auction Item

Help us give back! The AOWMA will host a silent auction to support a local charity. Consider bringing an item or prize bundle for this worthy activity.

Bring a Show Special!

During the Trade Show, the Trade Show MC will be visiting booths to highlight our vendors with door prizes as well as show specials. Consider offering a show special for attendees and we will highlight these specials for our attendees to take advantage of to promote your Spring sales.

We are open to suggestions for other sponsorship opportunities beyond those listed. If you have an alternative option for other involvement in our Convention and Trade Show, please contact Charles at executivedirector@aowma.com

Use the Webex Events App

Engage with all of the Convention and Trade Show participants. Keep everyone posted with presentation times. Let people know where you are at the show, and post on our Social Media Feed. Compete against other attendees to win awesome prizes!

Directly text delegates to the event through your App sponsorship. Invite delegates to come to your booth for a product demo or to listen to your technical session directly from the App.

Download the Webex Events App free from Google Play, Apple Store, or other App stores. Search for AOWMA or Alberta Onsite Wastewater Management Association.



Setup Schedule

MONDAY, FEBRUARY 12, 2024

1:00pm to 7:00pm: Large Equipment Move-in & Setup

- Please allow time to move in and set up all large floor displays and display materials.
- Exhibitors bringing tanks or items that need to be filled with water, please contact the AOWMA office for details on what you will need to bring in order to fill up.

TUESDAY, FEBRUARY 13, 2024

8:00am to 1:00pm: Small Display Setup

- Bring in your backdrops and tabletop displays and prepare your booth for the Trade Show.

Event Schedule

TUESDAY, FEBRUARY 13, 2024

8:45am to 9am: Opening Remarks
9:00am to 3:00pm: Convention Sessions
3:00pm to 9:00pm: Trade Show Open – Technical Sessions
5:00pm to 9:00pm: Meet & Greet—Food and Craft Beverage Pairings in the Trade Show Hall

WEDNESDAY, FEBRUARY 14, 2024

7:30am to 9:30am: Annual General Meeting
9:30am to 2:00pm: Trade Show Open
2:00pm to 5:00pm: Trade Show Teardown
2:00pm to 5:00pm: Convention Sessions
6:00 pm to 10 pm: Happy Hour followed by Banquet and Entertainment
*Note: Join the other delegates for the convention proceedings after you have packed up your booth!

THURSDAY, FEBRUARY 15, 2024

8:30am to 2:00pm: Convention Sessions

Reminders

If you have any special setup or teardown needs or concerns, please contact the AOWMA office at 780-489-7471 to discuss them with Charles prior to Friday, January 26, 2024.

TUESDAY, FEBRUARY 13, 2024

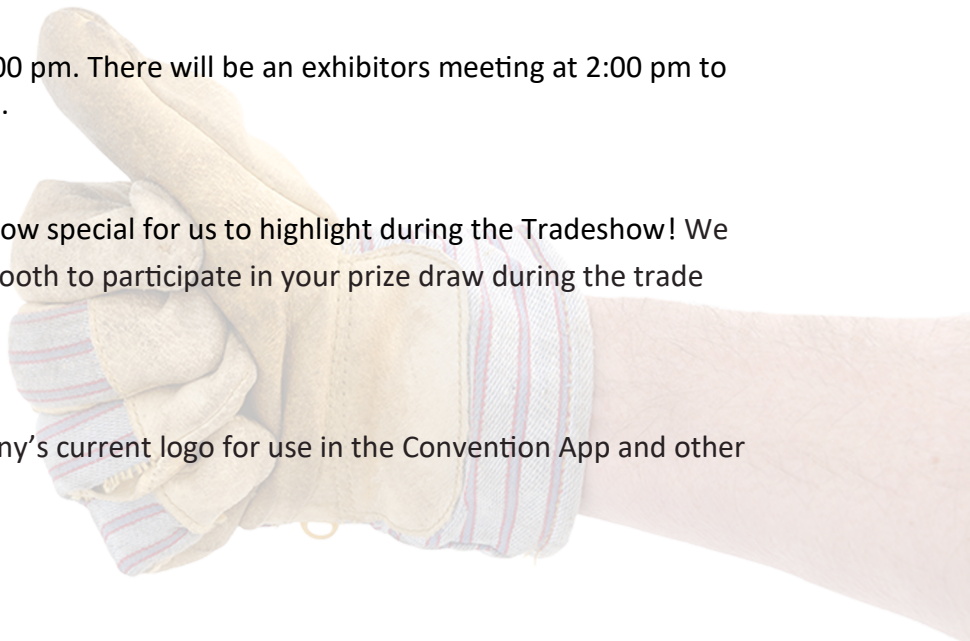
Make sure you are setup before 2:00 pm. There will be an exhibitors meeting at 2:00 pm to cover items before the show opens.

WEDNESDAY, FEBRUARY 14, 2024

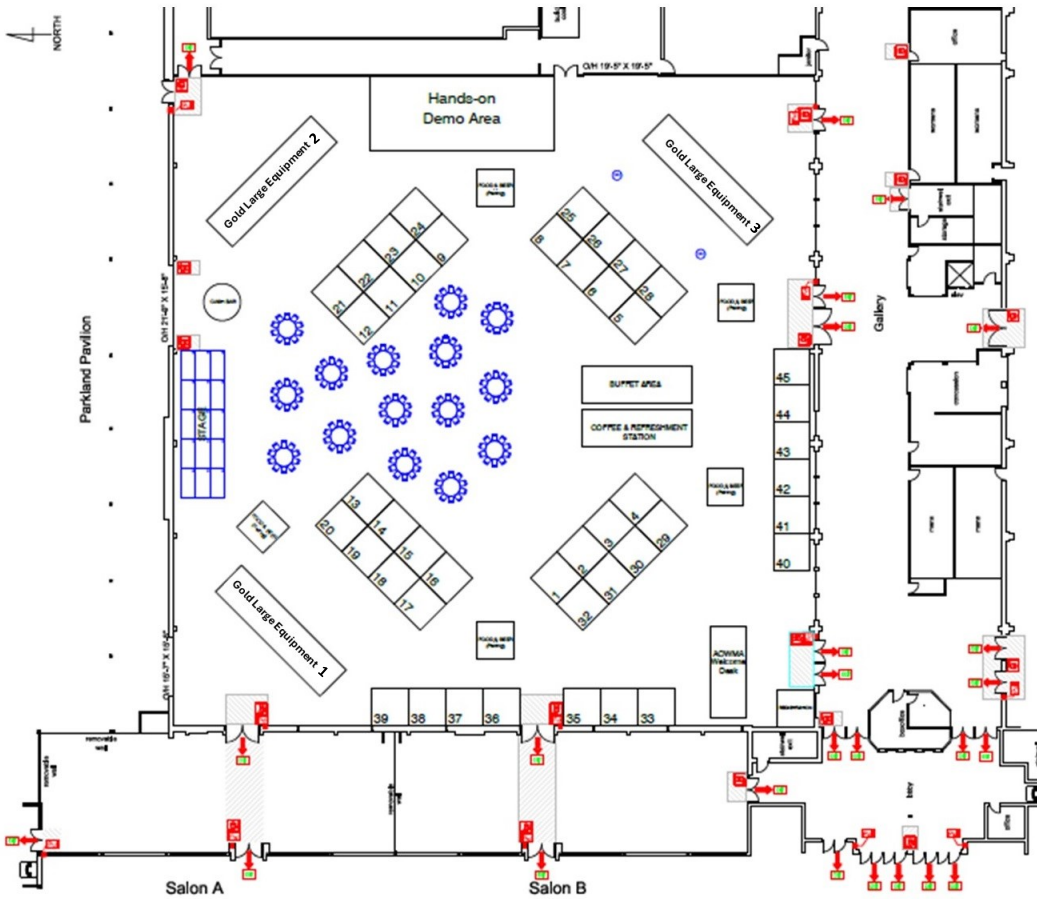
Don't forget your door prize and show special for us to highlight during the Tradeshow! We will be drawing delegates to your booth to participate in your prize draw during the trade show hours.

COMPANY LOGO

Please provide us with your company's current logo for use in the Convention App and other marketing materials.



Booths



- 1/2 Gold
- 3/4 Gold
- 5/6 Gold
- 7/8 Gold
- 9/10 Gold
- 11/12 Gold
- 13/14 Gold
- 15/16 Gold
- 17 Bronze
- 18 Bronze
- 19 Bronze
- 20 Bronze
- 21 Bronze
- 22 Bronze
- 23 Bronze
- 24 Bronze
- 25 Bronze
- 26 Bronze
- 27 Bronze
- 28 Bronze
- 29 Silver
- 30 Silver
- 31 Silver
- 32 Silver
- 33 Bronze
- 34 Bronze
- 35 Bronze
- 36 Bronze
- 37 Bronze
- 38 Bronze
- 39 Bronze
- 40 Bronze
- 41 Bronze
- 42 Bronze
- 43 Bronze
- 44 Bronze
- 45 Bronze
- *Gold Large Equipment 1
- *Gold Large Equipment 2
- *Gold Large Equipment 3

	Bronze	Silver	Gold
10' x 10' Carpet Booth Space	1	1	2
Table	1	1	2
Chairs	2	2	4
Electricity (Standard 120V)	Yes	Yes	Yes
Logo Ad on Event APP	Yes	-	-
Banner Ad on Event APP	-	Yes	Yes
Post-Convention Delegate List (Print)	Yes	Yes	Yes
Exhibitor Meal Package	2	2	3
Convention Package Attendance	2	2	3
Technical Session Slot (30 Mins)	None	None	1
Rate	\$1550	\$2000	\$3650
*Extra Floor Space (per sq. ft)	\$5.00	\$5.00	\$5.00

Trade Show Exhibitor Registration Form

Name of Company/Institution: _____

Contact Name: _____ Web Address: _____

Phone: _____ Cell: _____

Email: _____

Mailing Address: _____

City: _____ Province: _____ Postal Code: _____

Exhibitor Names: _____

Preferred Booth Locations (Please provide top 3 spots): _____

Providing a door prize: Yes No Offering a show special: Yes No Contributing to Silent Auction: Yes No

ITEM	QUANTITY	PRICE	TOTAL
Bronze Package		\$1550	
Silver Package		\$2000	
Gold Package		\$3650	
Extra Floor Space (per square foot)		\$5.00	
30 Minute Tech Session		\$300	
Meal Pkg/Extra Exhibitor (Trade Show Only)		\$175	
Meal Pkg/Extra Exhibitor (Full Convention)		\$350	
Extra Social Night Ticket		\$80	
Logo Ad on Event APP		\$325	
Banner Ad on Event APP		\$550	
Lanyard Sponsorship		\$500	
Craft Beverage Sponsorship		\$600	
Social Night Sponsorship		\$1000	
Entertainment Sponsorship		\$1250	
Event App Sponsorship		\$1000	
Coffee Break Sponsorship		\$250	
Meal Sponsorship		\$400	
	SUBTOTAL		
	GST (5%)		
	TOTAL		

WESTERNER PARK

4847A 19 St
Red Deer, Alberta
Phone: 1-403-343-7800



AOWMA

#101, 21115-108th Avenue
Edmonton, AB T5S 1X3
Phone: 1-780-489-7471
Fax: 1-855-420-6332
Toll Free: 1-877-489-7471
executivedirector@aowma.com
www.aowma.com



Alberta Onsite Wastewater
MANAGEMENT ASSOCIATION

Book online:

<https://registration.socio.events/e/aowma2024>

or Return this form completed with:

Cheque Visa/MC

Card Number _____

Expiry Date: _____ CVC: _____

Cardholder: _____

** All booths will be distributed on a first-come, first-served basis, however, exhibitor preference will be considered where possible. ** Cancellations made before January 15, 2024 will be subject to a 15% cancellation fee. All cancellations after January 15, 2024 will forfeit 100% of show fees.*

Educational Partnerships

OVERVIEW OF THE PROGRAM

Every year the AOWMA makes a determined effort to provide valuable educational opportunities for the delegates to the Convention and Trade Show. As the demographic in the industry changes and the industry grows, so the need for education becomes more and more important. As an exhibitor to the 2024 Trade Show, the AOWMA offers your company the opportunity to join us as a partner in education. With the help of supporting members like yourself, we hope to offer a comprehensive program which leads to a new level of education and professionalism in practice.

These educational presentations will become part of the convention program and as such are separate from proprietorial technical presentations taking place during the Trade Show.

PRINCIPLES OF THE PROGRAM

1. Participating exhibitors may submit the abstract of a qualified speaker on topics relating to that industry’s field of expertise. If approved the speaker will be allotted one hour for presentation and Q & A.
ONLY NON-PRODUCT PROMOTIONAL PRESENTATIONS WILL BE PERMITTED.
2. Speakers must have speaking experience. Speakers represent not only their company or educational institution, but also the AOWMA, therefore a smooth delivery is essential.
3. Speakers will submit their proposed abstract and full presentation to the AOWMA four weeks prior to the Convention for final approval, scheduling, and inclusion in the Convention proceedings.
4. Speakers will supply AOWMA with a brief biography and a photo for the Convention app.

SPEAKER APPLICATION

Company Name: _____

Speaker Name: _____

Address: _____

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

Phone: _____ Cell: _____ Email: _____

Topic Title: _____

Brief Description of Topic Presentation: _____

Email to executivedirector@aowma.com or Fax to 855-420-6332

**Upon receipt of the above form in our office,
you will be contacted about your presentation.**

Accommodations in Red Deer, AB

Vendors and delegates to the Convention and Trade Show can book accommodation at:

Red Deer Resort and Casino (formerly the Cambridge)

3310—50 Avenue
Red Deer, Alberta, T4N 3X9
403-346-2091



Ask for the preferred rate for the AOWMA Convention and Trade Show delegates.

Insurance Information for Exhibitors

All Licensees must provide the AOWMA confirmation of Comprehensive General Liability and Non-Owned Automobile Insurance coverage in the form of a Certificate of Insurance. This Certificate must be addressed to the AOWMA and contain the following information:

- Complete name and address of the organization (insured) for which the insurance has been arranged.
- Type of insurance provided under the Certificate of Insurance and full name of the insurer providing such coverage.
- Policy number and elective dates of coverage including move-in and move-out for the 2024 Trade Show on February 12-15, 2024.
- Limits of liability of not less than \$2,000,000.00 inclusive for bodily injury and/or property damage and non-owned automobile liability insurance.

The AOWMA must be added as additional named insured with respect to any liability arising out of the operations of the named insured. The Certificate must also state that the named insured will provide the AOWMA with thirty (30) days advance written notice of any policy cancellation and/or material change.

The Certificate of Insurance must be dated and signed by an officer or authorized representative of the insurer.

To Register Online:

<https://registration.socio.events/e/aowma2024>

AOWMA

#101, 21115-108 Avenue NW

Edmonton, AB T5S 1X3

Phone: 1-780-489-7471

Toll Free: 1-877-489-7471

www.aowma.com

See You At The Show!
