



December 14, 2009

**RE: INVITATION TO EXHIBITORS  
2010 EROSION AND SEDIMENT CONTROL / LOW IMPACT DEVELOPMENT EXPO  
TUESDAY MARCH 9<sup>th</sup>, 2010**

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The City of Calgary is pleased to invite you to be an exhibitor at its 10<sup>th</sup> annual Erosion and Sediment Control and Low Impact Development Education Week. On this milestone of our tenth annual event, The City of Calgary is proud to expand the focus of our training by partnering with the Alberta Low Impact Development Partnership (ALIDP). It will be a great opportunity to promote your company's products and services!

Our 10<sup>th</sup> annual event will be held at The Glenmore Inn and Convention Centre in Calgary, Alberta from March 8<sup>th</sup> to 12<sup>th</sup>, 2010. The EXPO will be held on March 9<sup>th</sup>, one of our busiest course days, to ensure maximum exposure for your company.

The EXPO will be promoted as part of our ESC educational week campaign and admission of course participants and the public will be free of charge (exhibitor space costs **\$200.00 + GST**). The City of Calgary is welcoming a wide range of exhibitors including manufacturers, suppliers/distributors, installation personnel, landscaping companies, and consultants. Don't miss this great opportunity to market your products and services while meeting with individuals involved in every aspect of the Erosion and Sediment Control, Stormwater Management and Low Impact Development sectors. Register today!

A copy of the Exhibitor Registration Form is attached, and can be completed and saved from your computer. We ask all exhibitors to please provide some brief information on the products and/or services that you intend to showcase. This information will be used to create an 'ESC/LID EXPO Products & Services Guide' which will be distributed to all attendees.

Exhibitor registration will be accepted on a '**first-come, first-serve basis**'. Final booth placement will be at the discretion of The City of Calgary, with the intent to create a 'user-friendly' exhibit hall. Payment 'in-full' must be received to reserve your space.

Over....

## **Information Summary:**

### **Location: Glenmore East Room**

The Glenmore Inn & Convention Centre  
2720 Glenmore Trail SE  
Calgary, Alberta Canada T2C 2E6  
(403) 279 - 8611

### **Dates and Times:**

The EXPO is a **one-day** event that will run from 7:30am - 4:30pm on Tuesday March 9<sup>th</sup>, 2010. Set-up begins at 6:30am on Tuesday March 9<sup>th</sup>, and tear down of all materials **MUST** be completed and the room vacated no later than 5:00pm.

### **Exhibitor Fee:**

The entry fee to become an exhibitor for this event is **\$200.<sup>00</sup> + GST** for a 10-foot exhibit space (includes one 8-foot table). Please contact us if more space is desired. Booth reservations will be on a 'first come, first serve basis'. We will make every effort to accommodate booth preference, but final assignment will be at the discretion of the event organizer. Please ensure that you indicate the need for electrical power supply and number of chairs on the accompanying Exhibitor Registration Form.

### **Hotel Floor Plan:**

Please refer to the enclosed Hotel Floor Plan.

### **Registration Form:**

Exhibitor registration and payment are processed through The City of Calgary Recreation. The registration deadline for the EXPO is **Sunday February 28<sup>th</sup>, 2010**. Full payment **must** accompany the Exhibitor Registration Form to reserve exhibit space.

We look forward to seeing you in March! If you have any questions and/or concerns about the EXPO, please feel free to call either myself or Leta van Duin.

Sincerely,

Graham Tait, B.Sc., CPESC, CPSWQ  
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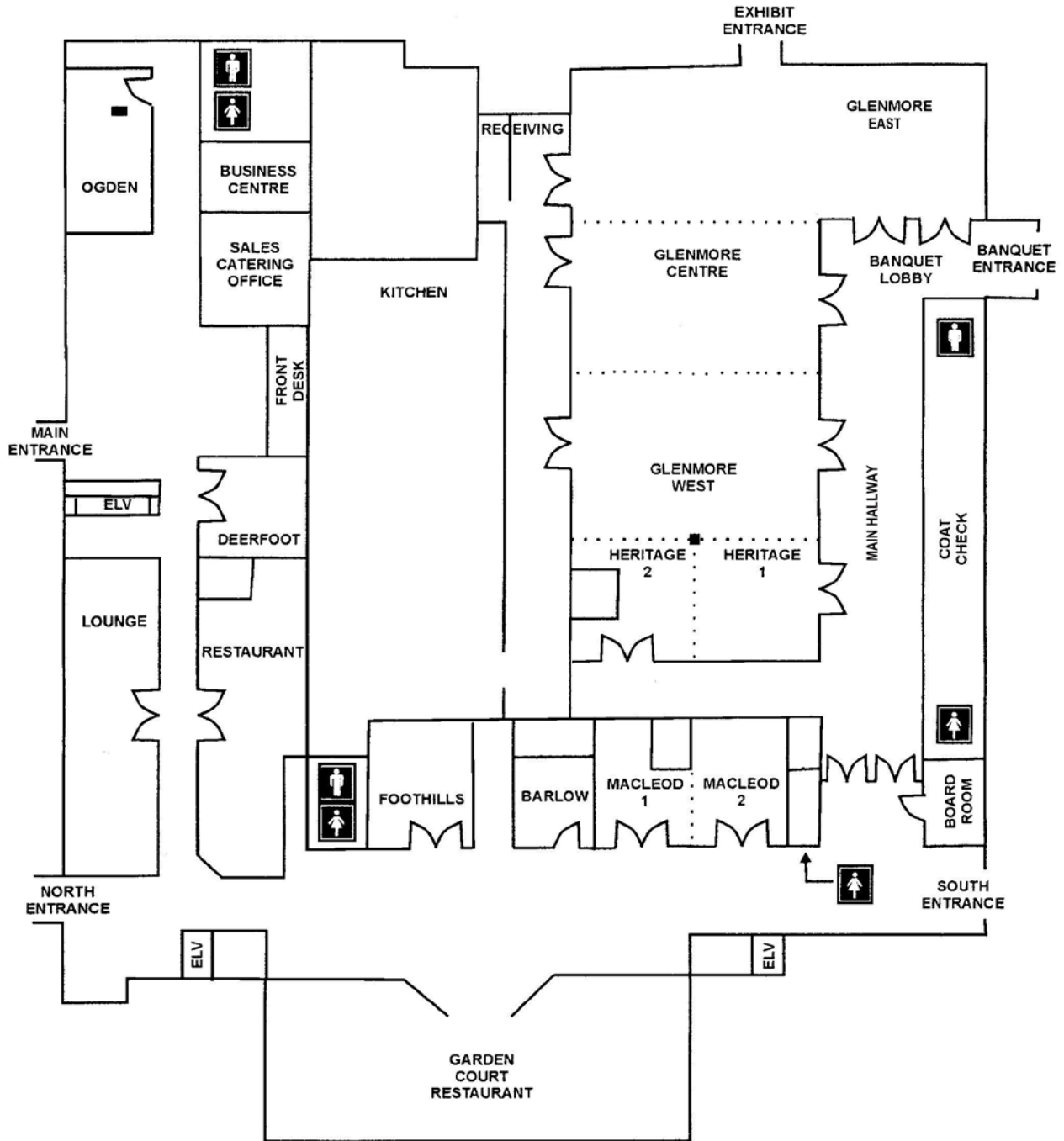
### **ATTACHMENTS:**

1. Exhibitors Registration Form (attached as a separate, fillable PDF form)
2. Hotel Floor Plan



The Glenmore Inn  
& Convention Centre

# Floor Plan



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