



# Attention All Exhibitors

## 21st Annual Highway Congress Sponsored by the Maine Chapter - APWA Skowhegan Fairgrounds Thursday, June 7, 2012

The 21<sup>st</sup> Annual Highway Congress, New England's premiere equipment and trade show, is fast approaching. Once again we are inviting you to consider supporting our annual event with your attendance this year. The Highway Congress continues to be a very popular event for municipal officials and it is a great chance to get your product information out to them.

The 2011 Highway Congress had 104 exhibitors and over 1,100 visitors representing almost 120 communities/agencies. *This year we expect even more exhibitors and visitors, so don't delay in sending in your registration.*

We have worked to improve the show each year. Our exhibitor meals on wheels program has been a success! This year we will be again focusing exhibitor exposure and coordinating our highlighted events to maximize foot traffic to the exhibitor tables. We have expanded the exhibitor display area to make more sites available. Improvements continue to be made to the fairgrounds and Skowhegan offers one of the nicest mid-ways around. Check out our website at <http://www.mcapwa.org> as we have pictures of previous year's shows as well as a list of exhibitors from last year.

To register please complete and return the attached registration form with your check ASAP. **Registrants must also complete, sign and return the attached Activity Release Form as well as include a copy of their Certificate of Liability Insurance. Submission of these documents is mandatory and must be submitted prior to the Congress.** The more time we have to plan, the better the show we can put together. Please be specific about site location and needs.

Part of our show's success has been the hands on demonstrations and equipment try-out areas we provide. **Maine Chapter APWA is strongly encouraging all vendors to include demos and dynamic displays for the 2012 Highway Congress. Our attendees have spoken and we heard them!** If you would be interested in doing a demonstration or have equipment you would like folks to test-drive please give me a call so we can further discuss this and check off the box on the registration form. There will be a \$50 registration discount to those vendors providing a demonstration/contest.

We also encourage you to support our scholarship efforts. Our thanks go out to past exhibitors who have donated in the past. Part of the proceeds from this show goes to an endowment at the University of Maine that generates an annual scholarship award of \$1000 per year to a Civil Engineering student. Four years ago we expanded this program to offer a similar scholarship to the Maine Technical College System and grant an annual scholarship award of \$500.

We will contact you with further information once you register. Set-up day will be Wednesday, June 1st. **Please come prepared or make arrangements for the unloading and loading of your equipment at the show.** We will not be responsible for your display set up.

We look forward to seeing you there!

If you have any questions please feel free to call me at 207-841-1872

Sincerely,

Rob Pontau, Event Chair  
rpontau@gmail.com

### Executive Committee

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Road Commissioner  
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##### Other Associations

Maine Local Roads Center  
Peter M. Coughlan  
Bob Stevens  
Jerry Douglass



**Maine Chapter  
American Public Works Association**

**Exhibitor Registration Form  
21st Annual Highway Congress  
Skowhegan Fairgrounds, Skowhegan, Maine  
Thursday, June 7, 2012**

Please complete this registration form and return with your check. Please provide all information accurately as it will be used to contact you and to prepare our program.

Company Name: \_\_\_\_\_

Contact Name/Title: \_\_\_\_\_

Street Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ STATE: \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ FAX: \_\_\_\_\_

Homepage: \_\_\_\_\_ e-mail: \_\_\_\_\_

Briefly describe your business & equipment you will display for our program (limit to 60 characters):

We offer either tent sites (approximately 10' x 10') or open air sites (vary, at least. 20' x 35'). Each site will have one (1) eight foot table with 2 chairs. Tent sites have electricity (you need to bring your own lead cords) and a few open air sites offer electricity. We will provide you with 2 lunch tickets. Please indicate your needs below with an "X":

Need 120v Electricity      Preferred Site:       Tent       Open Air       Same as Last Year

If you are interested in providing an equipment demonstration/contest please check below and take a \$50 discount off your registration.     Demonstration/Contest

<p><b>Make Checks Payable to "MCAPWA"</b></p> <p>Registration Fee:          \$400 if paid before May 1st          \$450 if paid after May 1<sup>st</sup>          \$50 discount for equipment demos</p>	<p><b>Send Payment/Questions to:</b>          Rob Pontau          Event Chair          10 Pine Tree Road          Brunswick, ME 04011          207-841-1872      FAX: 207-729-0149          E-mail: rpontau@gmail.com</p>
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**Amount Enclosed:**                      Registration Fee (includes 2 meal tickets):    \$ \_\_\_\_\_

Extra Meal Tickets (No. of Tickets x \$10/ticket):    \$ \_\_\_\_\_

Donation to MCAPWA Scholarship Fund (optional, see cover letter):    \$ \_\_\_\_\_

TOTAL ENCLOSED:    \$ \_\_\_\_\_



## American Public Works Association Maine Chapter

### Activity Release Form

The APWA Maine Chapter is sponsoring the Highway Congress on June 7, 2012. This event will be held at the Skowhegan Fair Grounds, Skowhegan, Maine.

You will not be allowed to participate in this event unless you sign and return this waiver to Rob Pontau, Event Chair on or before May 20, 2012.

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I hereby release the APWA and the Maine Chapter, its Members and Agents and waive all liability in the event of an accident for all claims made due to injury, accident, illness, or death occurring during or by reason of this Highway Congress or any such related activities.

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Organization

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Authorized Participant's Printed Name

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Authorized Participant's Signature

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Date