



February 26, 2009

Dear Potential Sponsor or Exhibitor,

Please accept this invitation to provide an exhibit at, or simply sponsor, the 7th Southern Forestry and Natural Resources GIS Conference. The conference will be held at the Georgia Center for Continuing Education in Athens, GA, December 7-9, 2009. A registration form, list of fees, and a set of exhibitor guidelines are included in this package.

To guarantee your space for this program, please send your application and full payment to the address listed on the registration form no later than *Friday, November 13, 2009*. Space will not be held without prepayment. We will send you a confirmation of your registration.

You may set up your exhibit Monday, December 7, 2009 from 4:00 PM to 6:00 PM. Exhibitors may pick up their name tag(s) at the Conference Registration Table between the hours of 4:00 PM and 7:00 PM. Please plan to dismantle your booth between the hours of 11:00 AM and 1:00 PM on Wednesday, December 9, 2009.

We hope you will join us for this event. For more information, please feel free to call me at 706-542-1187.

Best regards,

Pete Bettinger  
Conference Logistics Chair  
Warnell School of Forestry and Natural Resources  
University of Georgia  
Athens, GA 30602  
706.542.1187  
pbettinger@warnell.uga.edu



## 7<sup>th</sup> Southern Forestry and Natural Resources GIS Conference December 7-9, 2009

The 7th Southern Forestry and Natural Resources GIS Conference scheduled for December 7-9, 2009. The conference will be held at the Georgia Center for Continuing Education in Athens, GA. We expect to host experienced GIS professionals who are seeking to extend their knowledge and utilization of GIS, as well as those who recognize their possible uses of GIS, but who are seeking information, demonstration, and guidance in selecting software, hardware, data, and training.

The 7th Southern Forestry and Natural Resources GIS Conference offers you access to key leaders in companies, agencies, and universities. Many attendees will base their future GIS-related purchases on the contacts they make at this conference. Exhibit times and space have been set aside to maximize your opportunity to discuss and demonstrate your products and services.

Exhibit spaces are limited, so please contact us as soon as possible. An Exhibitor and Sponsor Registration Form are included in this packet. **Please return Forms A and B (pages 4 and 5) if you plan to provide an exhibit or sponsor a portion of the conference.** If you have any questions, please contact Pete Bettinger, Conference Logistics Chair ([pbettinger@warnell.uga.edu](mailto:pbettinger@warnell.uga.edu)).

The 7th Southern Forestry and Natural Resources GIS Conference also offers opportunities to call special attention to your organization and/or products through special sponsorships. Individual events can be sponsored, with special recognition during that event. In addition, a limited number of conference sponsorships are available with appropriate recognition in all conference announcements and materials.

### Conference Contacts

Nate Nibbelink  
Conference Chair  
Warnell School of Forestry and Natural  
Resources  
University of Georgia  
Athens, GA 30602  
706.542.9853  
[nate@warnell.uga.edu](mailto:nate@warnell.uga.edu)

Pete Bettinger  
Conference Logistics Chair  
Warnell School of Forestry and Natural  
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University of Georgia  
Athens, GA 30602  
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[pbettinger@warnell.uga.edu](mailto:pbettinger@warnell.uga.edu)

## Guidelines for Exhibits

### Statement

The 7th Southern Forestry and Natural Resources GIS Conference provides exhibit space at designated locations and for posted rates, on a first-come, first-served basis. The need for exhibit space is identified and negotiated during the early planning stages of an event.

Please note the following:

1. All exhibits and displays must be directly related to and in support of this educational event. We reserve the right to refuse space to those organizations, activities, or groups deemed not appropriate to the educational or informational nature of the conference.
2. Any activity involving an open flame or heat is prohibited. The Georgia Center follows the State of Georgia statutes (GA Code Section 16-11-127.1) which prohibits the possession of weapons (including: firearms whether operable or inoperable, swords, knives with blades over 2 inches in length, etc...) on University property."
3. Exhibit booth sizes and dimensions must all be uniform for any one event and must adhere to space availability and design, facilitate the effortless flow of pedestrian traffic, and abide by all Fire Codes. All exhibits for the 7th Southern Forestry and Natural Resources GIS Conference will have a 5' x 10' table-top space.
4. Vendors may advertise and sell products or services in the exhibit area, but only to participants attending the educational program with which the exhibits are associated. No advertising or selling is permitted to the general public.
5. Full refunds will be issued for all exhibitors who cancel their exhibit registrations by 4:00 PM five business days before the event begins. *No refunds will be issued thereafter.*
6. Exhibit rates, space assignments, and payment: Please reserve your space and resource needs using a Check.
7. Out-going packages will be the responsibility of the guest, and larger shipments must be coordinated in advance to ensure proper storage and shipping procedures.
8. Please unload your exhibit at the Georgia Center's Lumpkin Street entrance which faces the South Campus Parking Deck. Use of the Hotel Guest Services entrance circle for exhibit loading / unloading is not allowed.
9. The Georgia Center does not have permanent reserved, secure space for storing exhibits and displays. Representatives should plan to bring all items with them. If it is necessary to ship items to the Georgia Center, please ship at such a date that items arrive no earlier than one business day (Monday – Friday) prior to the event. If Return Shipping is necessary, representatives must sufficiently arrange these details so that items can be picked up from the Georgia Center as soon as feasible upon conclusion of the event. The Georgia Center assumes no liability for items and materials that are lost or damaged while at the Georgia Center.
10. Directions for the Georgia Center for Continuing Education are available online at <http://www.georgiacenter.uga.edu/sections/directions.phtml>.
11. The University of Georgia Parking Services coordinates all parking on campus. You may be ticketed or towed if you park illegally. The Georgia Center is not responsible for any ticketing or towing charges assessed. For more information, contact UGA Parking Services at 706.542.7275 or the Georgia Center Hotel Desk at 706.548.1311.



**Exhibitor / Sponsor Registration Form  
(Please return both pages)**

**Please return to:**

**Dr. Pete Bettinger  
Warnell School of Forestry and Natural Resources  
University of Georgia  
Athens, GA 30602**

Phone: (706) 542-1187  
Fax: (706) 542-8356

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Name of attending representative Position

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Preferred name for name badge

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Organization

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Mailing address

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City State Zip code

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Work phone Fax E-mail address

## Exhibitor and Sponsorship Fees

### A. Exhibitors

Table-top space	_____	x	\$350.00	=	\$ _____
Extension cord and powerstrip	_____ days	x	\$30.00/day	=	\$ _____

### B. Advertising in the Conference Program (not necessary for Overall Conference Sponsor)

Full page	_____	x	\$100.00	=	\$ _____
One-half page	_____	x	\$50.00	=	\$ _____
One-fourth page	_____	x	\$25.00	=	\$ _____

### C. Conference Sponsors (Exhibitors - please see Part A)

Overall Conference Sponsor	_____	x	\$1000.00	=	\$ _____
Event Sponsor:					
Monday evening reception	_____	x	\$1000.00	=	\$ _____
Tuesday breakfast	_____	x	\$500.00	=	\$ _____
Tuesday luncheon	_____	x	\$850.00	=	\$ _____
Tuesday evening reception	_____	x	\$1000.00	=	\$ _____
Wednesday breakfast	_____	x	\$500.00	=	\$ _____
Refreshment breaks (each)	_____	x	\$300.00	=	\$ _____
Tuesday	__AM __PM				
Wednesday	__AM				

### D. Proceedings Sponsors

Printed proceedings	_____	x	\$500.00	=	\$ _____
CD-ROM	_____	x	\$200.00	=	\$ _____

**Total Fees:** \$ \_\_\_\_\_

### Method of Payment:

Make check payable to The University of Georgia

Mail the check and Forms A and B to the address noted on Form A.

All fees must be paid by 5:00 PM on Friday, November 13, 2009.

Exhibit Spaces are tentatively assigned in the order in which this registration form is received.

Valid exhibitor registration services is not possible until your *actual check has been received*.

Unless otherwise noted, the fees listed above do not include housing or registration for the conference.

**Overall Conference Sponsors** will be given special recognition at the conference and in publications and electronic products from the conference. Overall Conference Sponsors will be acknowledged separately on a sign in the reception areas. Overall Conference sponsors will also receive one complete exhibit, plus one conference registration, and a ½-page advertisement in a special insert in the Conference Registration Packet.

**Event Sponsors** will be acknowledged with your firm's name or logo on a sign in the exhibit area, as well as in introductory remarks and a sponsors' list in the conference program.