

November 30, 2018

**League of Nebraska Municipalities
2019 Utilities/Public Works Section Annual Conference
Sponsor Information/Registration**

**Please join us!
January 16-18, 2019
Embassy Suites, Lincoln, Nebraska**

Sponsor Fund

Businesses and organizations are welcome to contribute to this fund and help sponsor the conference, including coffee, roll and soft drink breaks. As a sponsor of the conference, your business' or organization's name will appear in the conference program handed out at the conference and in our *Nebraska Municipal Review* after the conference. You will also receive special recognition during the conference. To meet printing schedules, sponsor and display information must be returned by **December 28, 2018.**

Conference Registration Fees

The registration fee for up to three representatives from your company includes all conference sessions on Thursday and Friday, a program, and a conference list of registered delegates. **There is a \$50 charge for each additional representative.** The Wednesday Preconference Seminar and meal tickets are not included in the conference registration fee, but may be purchased separately. For more information about registration fees and meal tickets, please see the attached registration form. "No shows" or cancellations made after December 28, 2018, will be billed for reserved display table and meals. ***PREPAYMENT IS REQUIRED.***

Display Tables

Your business or organization may wish to participate in the Conference Exhibit and reserve a display table. Displays will be set up in the coffee and soft drink break area to ensure best exposure to the municipal delegates. ***There is a limited amount of display space, therefore tables will be assigned on a first-reserved basis.*** Associate members will receive priority of the registrations received by December 28, 2018. **PLEASE NOTE: Display tables are six feet long.** Although the regular sessions of the conference don't start until Thursday a.m., ***you may set up your display anytime after 12 p.m. on Wednesday, January 16, 2019.*** The League and hotel are not responsible for any items or equipment.

**TO MEET PRINTING SCHEDULES, SPONSOR INFORMATION
MUST BE RETURNED BY DECEMBER 28, 2018.**

Thank you for your support! We look forward to seeing you at the 2019 Utilities/Public Works Section Annual Conference! If you have questions, contact the League office at (402) 476-2829.

ATTENTION CONFERENCE SPONSORS AND EXHIBITORS

The League of Nebraska Municipalities will insert your promotional material in all conference packets to be handed out at our 2019 Utilities/Public Works Section Annual Conference.

As conference attendees go through their packets, your material will be in their hands. Promote your service or product. Create interest and invite delegates to visit you at your exhibit booth.

- This service is provided only for conference sponsors and exhibitors.
- Insert material is limited to a one-page brochure or flyer (front and back printed sheet). If you have more than a one-page brochure, please call our office to see if it is possible for us to include and for the additional cost.
- A sample of your material, this form, and payment must be submitted to our office for approval by December 28, 2018.
- Approved material would need to be in our office by January 9, 2019. The League will let you know how many inserts you would need to supply.
- Cost: \$200

2019 Utilities/Public Works Section Annual Conference Promotional Material for Packets

Firm _____ Contact _____

Address _____

City _____ State _____ Zip _____

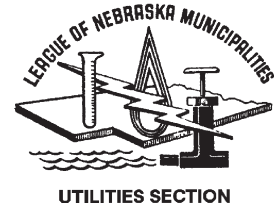
Phone/Fax _____ / _____

Email _____

UTILITIES/PUBLIC WORKS SECTION

2019 ANNUAL CONFERENCE

JANUARY 16-18, 2019
Embassy Suites, Lincoln



Conference Information

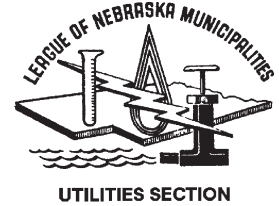
- Conference sessions will be held at the Embassy Suites, 1040 P Street, Lincoln, Nebraska 68508.
 - To make room reservations, call 1-402-474-1111 or [book online](#).
 - The room rate is \$137 for a single/double.
 - Check-in time is 4 p.m.; check-out time is Noon.
 - The room block will be released **December 26**. Contact the hotel before that date to secure a reservation.
 - Preregistration deadline is **December 28**. Registrations received after this date will incur higher registration costs.
 - The League office needs to receive sponsor fund and display forms by **December 28** to meet printing deadlines.
 - Advance registrations not cancelled by **December 28**, or “no-shows” will be billed for any meal tickets reserved.
 - If you need special accommodations or equipment at this conference, contact the League office by **December 28**.
 - Water, wastewater, and engineering credit hours will be available. Contact Lash Chaffin for details.
 - For your comfort, we recommend that you wear layered clothing or bring a jacket because heating and cooling conditions may vary.
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UTILITIES/PUBLIC WORKS SECTION

2018 ANNUAL CONFERENCE

JANUARY 16-18, 2019

Embassy Suites, Lincoln



Sponsor Registration

Firm name (as you want it to appear on program): _____

Representatives attending (sponsorship includes registration for up to 3 representatives):

Name: _____ **Title:** _____

Name: _____ **Title:** _____

Name: _____ **Title:** _____

Additional Representatives (\$50 per person):

Name: _____ **Title:** _____

Name: _____ **Title:** _____

Type of product or service your company provides: _____

Firm Address: _____

Phone: _____ **Fax:** _____ **Email:** _____

PLEASE NOTE: Display tables will be available for setup at 12 pm, Wed., Jan. 16, 2019

Display Backdrop (please check one): Free Standing Display Board _____ Tabletop Display Board _____
Table for Literature Only _____

Wednesday Preconference Seminar attendance: _____ \$95 _____ \$125* *After December 28

Associate Members: (includes registration for up to 3 representatives, **meal is extra**)

Display tables are 6 feet long	Through December 28	After December 28
_____ Contributing to Conference Sponsor Fund, but no display table	\$200	\$200
_____ Contributing to Conference Sponsor Fund, reserve a display table	\$525	\$625
Sponsorship includes registration for up to 3 representatives; each additional representative x \$50		\$ _____
_____ Number of 110 Volt Outlets needed at \$50 each		\$ _____
Additional equipment needs must be arranged and paid directly to the hotel	Total	\$ _____

Non-Associate Members: (**PREPAYMENT REQUIRED**; includes registration for up to 3 representatives, **meal is extra**)

Display tables are 6 feet long	Through December 28	After December 28
_____ Contributing to Conference Sponsor Fund, but no display table	\$325	\$325
_____ Contributing to Conference Sponsor Fund, reserve a display table	\$675	\$775
Sponsorship includes registration for up to 3 representatives; each additional representative x \$50		\$ _____
_____ Number of 110 Volt Outlets needed at \$50 each		\$ _____
Additional equipment needs must be arranged and paid directly to the hotel	Total	\$ _____

Meal: (indicate the number of tickets needed and who will use them)

Name(s):	Number:	Meal:	Meal Total \$
_____	_____	Thursday Luncheon – \$25	_____
			Grand Total: \$ _____

Mail registration and payment to: League of Nebraska Municipalities, 1335 L Street, Lincoln, NE 68508; fax 402-476-7052

Printing deadlines: To meet printing schedules for conference materials, sponsor fund or display table information must be returned by **December 28**. "No shows" or cancellations made after **December 28** will be billed for reserved display table and meals.