



January 31, 2020

Dear Vendor:

On behalf of the NCAMES Board of Directors, I would like to extend a personal invitation to you and your organization to join us at this year's **59th Annual NCAMES Engineering and Operations Conference and the 23rd Annual NCAMES Lineman's Rodeo.**

The NCAMES Annual Engineering and Operations Conference is designed to assist North Carolina Municipal Electric System personnel in enhancing their knowledge and skills in their respective areas of expertise. It's a time where Municipal Electric System employees can come together and network with one another and participate in training and education opportunities.

During the NCAMES Conference all attendees will have the opportunity to see and meet new and existing vendors in our industry. Vendors will have a diverse audience to promote new and exciting products and services offered in today's electric utility industry. With over 70 public power providers in North Carolina and over 300 expected attendees from across our state, this is a great opportunity to display your products, services, and latest technologies.

Vendors play a tremendous role in the success of our Annual Conference. We have made every effort to ensure each vendor gets adequate exposure during this year's Conference and we will work diligently to ensure your expectations are met. We encourage vendor feedback and use it to improve our conference each year. Both positive and negative comments are welcome.

The Conference will be held Tuesday, May 12th through Thursday, May 14th at The LeGrand Center located at 1800 E Marion Street in Shelby, NC. The Rodeo will take place at the Cleveland Community College near the LeGrand Center located at 1820 E. Marion Street in Shelby, NC (parking at The LeGrand Center) on Thursday, May 14th.

Display Booths:

The registration cost for your display is \$550 and includes the following:

- One (1) attendee registration (covers the conference, rodeo, and all meals associated with the events).
- One exhibit space as requested (indoor, outdoor, or rodeo).

A second display booth area may be reserved for an additional \$250 (instead of \$550). Additional attendee passes (including conference, rodeo, and all meals associated with the events) may be purchased for \$100 each. Electricity access, other media charges (i.e. hardwired internet or wireless internet), and any additional tables or chairs are NOT included in the registration but may be provided upon request for the additional fee listed on the Vendor Registration Form. Please note that this year

you will be dealing with us regarding electric and internet access, so we will need to be aware of any of these needs when determining placement.

Inside Display Booth – Indoor display booth areas this year are 8'w x 8'd with a skirted table and 2 chairs in the indoor exhibit area.

Outside Display Booth – Outdoor exhibit spaces of roughly 15' x 30' are available in the parking areas adjacent to the Convention Center.

Rodeo Display Booth – Spaces will be assigned on a first come, first served basis.

Conference Activities

We completely understand that Vendors want the opportunity to socialize with attendees. It's also equally important that we have participation from attendees during scheduled Conference sessions. We have revised our agenda to help provide Vendors with additional opportunity to socialize and we therefore respectfully request that Vendors schedule their social interactions with attendees so as to not interfere with the Conference Agenda. We also respectfully request to refrain from the open recruitment of municipal employees by Vendors.

Please keep in mind that all registered vendors and attendees are invited to participate in all Conference activities with the exception of two: The Utilities Directors Dinner on May 13th and the Rodeo Judges Breakfast on Thursday, May 14th.

Please be sure and join us at the Joint Session on Wednesday, May 13th. We will be having a Mutual Aid Roundtable Panel consisting of: Mike Hyland, Senior Vice President of Engineering Services for American Public Power Association; Roy Jones, Chief Executive Officer for ElectriCities of North Carolina; Marc Tunstall, Electric Systems Operations Manager of Fayetteville Public Works Commission; Charlie Bauschard, Director of Public Utilities for New Bern, North Carolina; Ken Wade, Substation Control Engineer and Interim Electric Distribution Engineer for Greenville Utilities Commission; and Ron Gaff, Division Manager of Electric for Gastonia, North Carolina. All of these distinguished gentlemen have weathered quite a few storms and disasters collectively over the years and will discuss the importance of having a plan in place before the storm hits.

Vendors are also cordially invited to join us at this year's Annual Business Meeting/Rodeo Awards Social/Dinner on the evening of Thursday, May 14th from 6:00 PM – 9:00 PM at The LeGrand Center. We will have a wonderful dinner prepared for all with an excellent program scheduled. In addition, we will be congratulating the ElectriCities members who achieved 2019 Safety Awards.

Golf

We are pleased to announce that the 2020 Annual NCAMES Golf Tournament will be held at the River Bend YMCA Golf Course located at 3005 Long Wood Drive, Shelby NC Tuesday, May 12, 2020 with an 8:30 AM Check-In and 10:00 AM Shotgun Start (Captain's Choice). With the continued success and increased turnout, we have experienced year after year, we are once again suggesting that Vendors sponsor one or more teams. This provides for additional networking opportunities with clients and the opportunity to cultivate client relationships. The cost of sponsoring a 4-person team remains at \$240 per team and includes the green and cart fees, lunch, prizes, and snacks for the day. Please note that there will be a limit of 25 teams (100 golfers maximum) and all teams over the limit will be placed on the waiting list in the order in which the registration was received. Please indicate on the Registration and Sponsorship form if you wish to sponsor a team and/or anything else associated with the Golfing Event.

The Golfing Event Registration Deadline is **April 1st, 2020**. For more information, questions or concerns, please contact Jonathan Misenheimer at (704) 984-9620 or jmisenheimer@ci.albemarle.nc.us.

Sporting Clay

We are also pleased to announce that the 2020 Annual NCAMES Sporting Clay Tournament will be held at Cleghorn Gun Club located at 1887 Union Road, Rutherfordton, NC, on Tuesday, May 12, 2020. As with the Golf Tournament, we encourage Vendors to sponsor teams. This event has evolved into a much-anticipated event with many attendees choosing it over the Golf Tournament. Sponsorships are \$500 per team and include the lunch and targets. This year the ammunition will be purchased separately from the entry fee, thus providing another sponsorship opportunity! The cost for ammunition will come to roughly \$120 per team. The 4-person teams must provide their own guns (either a 12- or 20-gauge). Because the event center only has 12 golf carts that are available on a first-come-first-serve basis and requires a paid reservation fee, participants are welcome to bring golf carts, four-wheelers, or side-by-side vehicles with the condition that all must remain on the course path. Please indicate on the Registration and Sponsorship form if you wish to sponsor a team and/or anything else associated with the Sporting Clay Event. Teams or changes made after the deadline date of **April 1st, 2020** will NOT be eligible for prizes, trophies, or guaranteed a spot in the event. For more information, questions or concerns, please contact Doug Huffman at (704) 922-9961 or dhuffman@dallasnc.net.

Vendor Attendee Exposure

Your NCAMES Board of Directors has made a concentrated effort to ensure all vendors will have dedicated time with attendees. On Wednesday, May 13th, Technical sessions will be conducted around the Vendor luncheon to maximize your visibility and accessibility.

In addition, we offer these other incentives to attendees to ensure they visit the vendor area:

- **NEW!** This year we are offering two **Vendor Socials** for additional exposure! These socials will tentatively be held on Tuesday evening from 5:00 PM – 6:30 PM and/or Wednesday evening from 5:00 PM – 6:30 PM. These socials will ONLY be held if fully sponsored by vendors!
- An hour lunch period dedicated to the Vendor area on Wednesday.
- Special Vendor card given to each attendee that is to be signed by Vendors for the attendee to be eligible for door prizes.
- Dedicated program tracks for both field and technical attendees held immediately after Vendor luncheon to encourage participation in the Vendor area.
- Golf and Sporting Clay awards announced during the Vendor luncheon.
- Additional time allowed in the evenings to get together with attendees, go dinner, etc.

Annual Lineman's Rodeo

Thursday, May 14th, is dedicated to our 23rd Annual NCAMES Lineman's Rodeo. The Rodeo site will be located adjacent to The LeGrand Center (with Rodeo parking at The LeGrand Center) at Cleveland Community College, **1820 E. Marion Street, Shelby NC**. We encourage you to come out and join us in cheering on these competitors as they have worked extremely hard in preparing for this event. Also, please make plans to attend the Rodeo Social and Awards Ceremony that will be held along with our Annual Business Meeting on Thursday, May 14th at 6:00 PM in The LeGrand Center.

Vendor Packet Material

Attached you will find the following materials in your **Registration Packet**:

1. **Vendor Registration Form** – Please be aware that this form has changed. The areas highlighted in yellow on the form are where to input your information. Please return this completed form to Gail Boggs, Fayetteville PWC, P. O. Box 1089, Fayetteville, NC 28302-1089 or gail.boggs@faypwc.com by April 1, 2020 along with the appropriate fee. We are now able to accept Credit Card payments! Please indicate on the registration form how you will be making your payment and provide the necessary information. Make any and all checks payable to: **NCAMES. Please note that a late fee of \$250.00 will be assessed for “ALL” registration forms received after this date. If you need to contact Gail, she can be reached at 910.223.4516 (phone), 910.323.2990 (fax), or gail.boggs@faypwc.com.**
2. ****Indoor Display Area Layout** – Please use the layout of The LeGrand Center provided to select your 1st, 2nd and 3rd choice of Indoor Display Booth location.
3. ****Outdoor Exhibit Space Layout** – Please use the provided layout of the outdoor display area to select your 1st, 2nd and 3rd choice for equipment and/or vehicle displays.
4. **Golf Registration Form** – This year the Sponsorship and Advertising opportunities are included on the Registration & Sponsorship Form. The names of the participants may be completed on the additional Golf Registration Form. Please indicate sponsorships on the completed Registration form(s) and return to Gail Boggs at the address listed above.
5. **Sporting Clay Registration Form** – This year the Sponsorship and Advertising opportunities are included on the Registration & Sponsorship Form. The names of the participants may be completed on the additional Sporting Clay Registration Form. Please indicate sponsorships on the completed Registration form(s) and return to Gail Boggs at the address listed above.
6. **List of 2019 Vendors** – a list of Vendors that participated and supported the 2019 Annual NCAMES Engineering and Operations Conference and Rodeo.
7. **Schedule of Events** – the Agenda for the 59th Annual NCAMES Engineering and Operations Conference.

For more information or to download forms, please go to www.ncames.com.

** As noted above and on the form, each Vendor must indicate a 1st, 2nd and 3rd choice of Indoor Display Booth or Outdoor Exhibit Space location and Rodeo Site Vendor Space location. Please note that space will be assigned on a first-come, first-served basis **as payments are received**. We will make every effort to accommodate these requests, however, we reserve the right to assign spaces based on the overall needs of the Conference.

Vendor Setup/Removal Schedule

Vendors may set up any time between 3:00 PM Tuesday, May 12th and Wednesday, May 13th at 10:45 AM when the vendor area opens. **We recommend that vendors set up in the exhibit areas on Tuesday, May 12th between the hours of 3:00 PM and 5:00 PM.** This will give you enough time to arrange your space and be ready when the Vendor area opens. The Vendor area will stay open until 4:00 PM on Wednesday and all displays must be removed by end-of-day Wednesday.

The NCAMES Board of Directors greatly appreciates the support of each and every Vendor. In order to maximize your company's exposure at the Conference, we respectfully request that each Vendor donate a minimum of one (1) door prize to be awarded during the Conference. You may donate as many door prizes as you wish. Door prizes will be distributed at the Vendor luncheon and/or at the Annual Business Meeting/Dinner and the company that provided them will be recognized.

Vendor Sponsorship Opportunities

Elite Sponsors Levels

- Diamond \$4,000 (Includes one Vendor Registration plus four (4) additional attendees)
- Platinum \$3,000 (Includes one Vendor Registration plus three (3) additional attendees)
- Gold \$2,000 (Includes one Vendor Registration plus two (2) additional attendees)
- Silver \$1,000 (Includes one Vendor Registration plus one (1) additional attendee)

Elite Sponsors will be recognized on the Conference program and "all" printed publications including next year's vendor registration packet. A representative from each Elite Sponsor vendor will be given time during one of the Technical or Field Sessions to give a brief, 5-minute talk about their business and/or product.

In addition to the Elite Sponsors Levels listed above, vendors may also choose to sponsor a meal or other items where they would be recognized:

- Rodeo Lunch \$3,000 **Platinum Elite Sponsorship Designation (Includes four attendee registrations (no display), the Designation and Recognition at all Technical sessions as Platinum Sponsor).
- Vendor Luncheon \$3,000 **Platinum Elite Sponsorship Designation (Includes four attendee registrations (no display), the Designation and Recognition at all Technical sessions as Platinum Sponsor).
- Rodeo Outerwear (Given to all Rodeo Competitors and new Judges) \$2,000 **Gold Elite Sponsorship Designation (Includes three attendee registrations (no display), the Designation and Recognition at all Technical sessions as Gold Sponsor).
- Business Meeting Dinner/Rodeo Awards Social \$4,000 **Diamond Elite Sponsorship Designation (Includes five attendee registrations (no display), the Designation and Recognition at all Technical sessions as Diamond Sponsor).
- Rodeo Banner Displayed at 2021 APPA Rodeo in Los Angeles, California \$1,000 **Silver Elite Sponsorship Designation (Includes one attendee registration (no display), the Designation and Recognition at all Technical sessions as Silver Sponsor).
- Rodeo Judges Breakfast \$500

Please indicate your sponsorship selection on the Vendor Registration Form.

Vendor Reserved Lodging

Blocks of rooms have been reserved until midnight **April 27, 2020** at the hotels listed below. Special rates have been established for all NCAMES Conference attendees. Make sure the hotel staff knows you are with the **NCAMES Group** to receive the special rate. All room reservations must be made directly with the hotel. Please note that the hotel cost is **NOT** included in your registration fee.

Fairfield Inn
1715 E. Dixon Blvd
Shelby, NC 28152
1-704/487-8688
\$109.00 + tax /night - Double Queens/King
Cut-off Date: 3/31/2020
Country Inn & Suites
2001-A- East Dixon Blvd
Shelby, NC 28152
1-704/480-0881
\$83.00 + tax/night - Queen Std/King
Cut-Off Date: 4/27/2020
Hampton Inn
2001-B East Dixon Blvd
Shelby, NC 28152
1-704/487-2800
\$99.00 + tax/night-Double Queens/King
\$119.00 + tax/night-King Suite
Cut-Off Date: 4/27/2020

We thank you for your support and look forward to seeing you in Shelby!

Respectfully,

Devon Shelton

NCAMES Board of Directors

Vendor Chairman

Pursuant to NCGS Chapter 132, Public Records, this electronic mail message and any attachments hereto, as well as any electronic mail messages that may be sent in response to it may be considered public record and as such are subject to request and review by anyone at any time. If you are not the intended recipient of this message, please delete this message and inform the sender.