

Destination Houston!

# Reliability & Maintenance Conference and Exhibition: Exhibitor Prospectus

George R. Brown Convention Center  
Houston, TX  
May 22 – 25, 2007



NPRA

May 22 - 25, 2007

## 2007 NPRA Reliability & Maintenance Conference and Exhibition

### Why exhibit?

The NPRA Reliability & Maintenance Conference & Exhibition is the premier event for networking, information exchange, and sales to maintenance professionals specifically in the petroleum refining and petrochemical manufacturing industries. Key decision makers in maintenance organizations representing 91% of total US refining capacity and roughly 40 US petrochemical plants as well as plants in 13 countries are represented here.

The exhibition encompasses 10.5 hours of unopposed show time, scheduled during lunch and late afternoon reception hours to encourage traffic flow in the hall. Food and beverage service is provided in the hall. Additional promotions to encourage local attendance are planned for the Tuesday and Thursday receptions and will be announced at a later date.

The conference is a 2.5 day program consisting of keynote sessions, workshops, discussion sessions and question and answer panels. All focus on managing and executing maintenance in process plants.

A total of 1,754 attendees and exhibitors registered for the full conference in San Antonio in 2006 and another 446 purchased one day passes. Full registration in 2005 in New Orleans was 1,604 with an additional 550 one day passes.

### How to Reserve a Booth

You may either apply online or complete the attached application and fax to 202.835.0467. On-line applicants should click on the link to the Exhibit Application under "Related Web Pages and Sites".

If you do not have a username and password for the NPRA website, please email [rmc@npra.org](mailto:rmc@npra.org) or call 202.457.0480.

### Booth Fees

Booth size	10x10	10x20	20x20
Member	\$750	\$1,500	\$3,000
Non-member	\$1,400	\$2,800	\$5,600

*Please note: ALL exhibitors must register for the conference. NO complimentary booth passes are included in the booth fee. See conference registration fees on page 3.*

### Priority Deadline

December 15, 2006



**Who is NPRA?**

The National Petrochemical & Refiners Association (NPRA), now in its 105th year, has the honor of being the oldest trade association to serve the oil industry. NPRA represents 101 regular member companies, encompassing nearly all of the petroleum refiners and petrochemical manufacturers in the United States. Membership also consists of international refining and manufacturing entities, as well as domestic and foreign companies which have special interests in petroleum refining and petrochemical manufacturing, while not operating the refineries or facilities themselves.

**Booth Selection**

There are many requests for booths that are near the entrance and/or that are near the food and lounge areas. We ask that you request 10 locations on the floor plan, including some that do not reside at these positions. While we do our best to accommodate your needs, we are not able to fulfill every space location request.

This appealing floorplan offers the preferred corner booth location to most exhibitors. We're happy to say that "every booth is a good booth" in this configuration. This year's floor plan consists of 30 20'x20' island booths, 60 10'x20' booths, and 144 10'x10' booths.

[Click here for a link to Previous Exhibitors](#)

**Booth Includes:**

- 3 Attendee lists with addresses prior to and after the conference
- 8' high back drape and 3' high side rails
- 7" x44" company identification sign
- Aisle carpet throughout the exhibit hall
- Aisle signs identifying booth numbers
- Daily aisle cleaning and trash removal from public areas
- General Illumination
- Guard service throughout the official period of installation, showing, and dismantling
- Lunch and reception food and beverage prior to each exhibit open time
- Access to Hospitality Suites in the conference hotels
- A total of 10.5 hours of non-conflicting exhibit time during the following hours:

**Tuesday, May 22**

5:00 pm – 8:00 pm Opening Reception

**Wednesday, May 23**

11:15 am – 1:00 pm Luncheon  
4:00 pm – 6:00 pm Reception

**Thursday, May 24**

11:15 am – 1:00 pm Luncheon  
4:00 pm – 6:00 pm Reception

**Booth Assignments**

For contracts received during the priority period (before December 15, 2006), priority for entry into the show and assignment of booth location will be determined by NPRA membership status and number of previous years exhibiting with this show. Booths are assigned by a priority point system. After the priority period, booths will be assigned on a first-come, first-served basis.

To ensure that first-time exhibitors have access to space, a reserve of at least ten 10x10 booths will be set aside and assigned only to first-time exhibitors. First-time exhibitor priority is based on a company's wait list status from the prior year, and the date the application is received by NPRA.

NPRA will notify exhibitors of initial booth assignments by mid January. NPRA reserves the right to make necessary changes in assigned booth locations for the benefit of exhibitors and the betterment of the entire conference.

**Booth Cancellation**

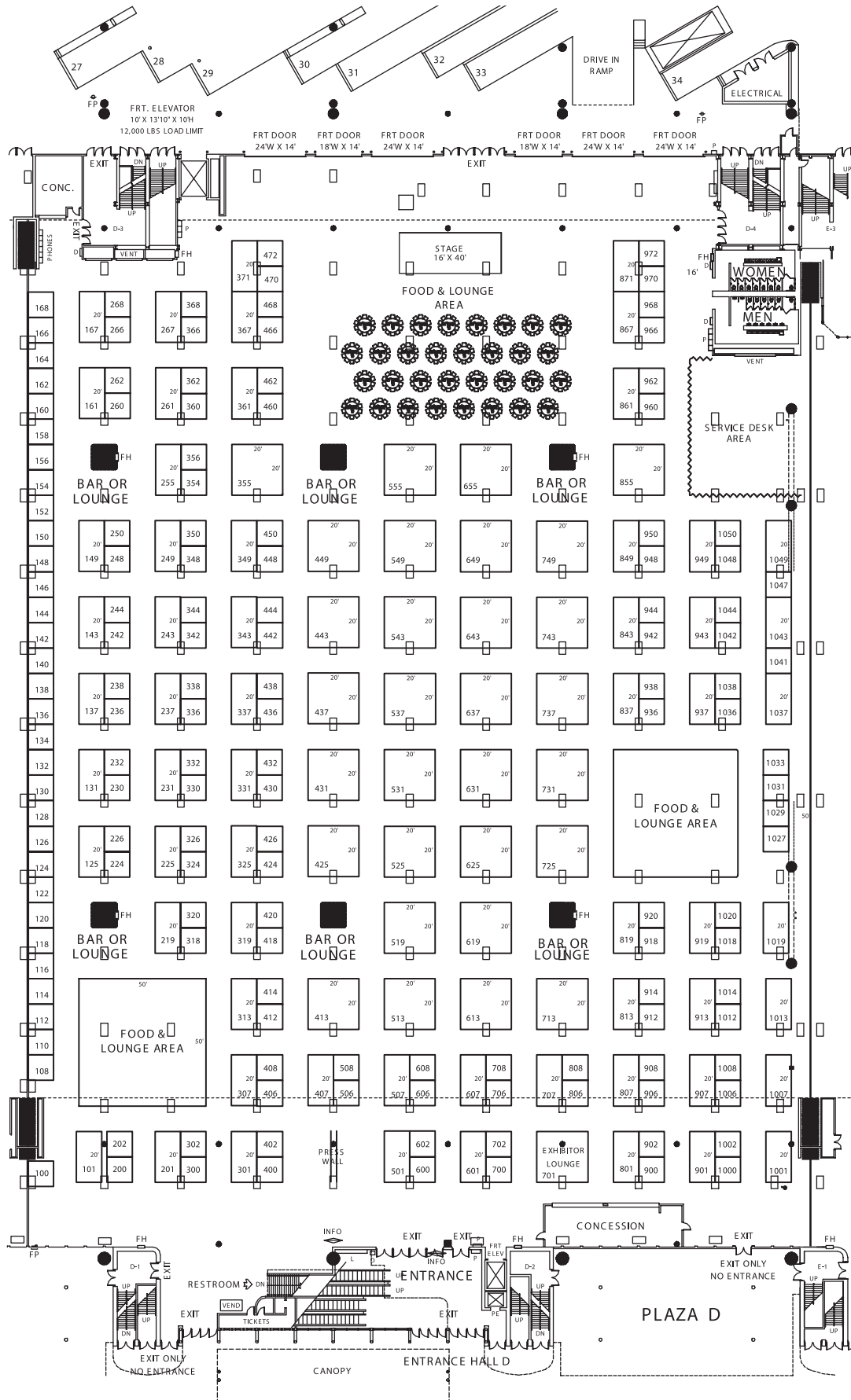
Cancellations must be made in writing and forwarded to Kelly Monday at fax number 202.835.0467 or email address KMonday@npa.org. Refunds or cancellations will be made only if the space can be resold, according to the following schedule.

By March 5, 2007	90% of rental fee
By April 2, 2007	75% of rental fee
By April 30, 2007	50% of rental fee
After April 30, 2007	0% of rental fee

**Conference Fees**

Remember, all exhibitors must register for the conference in addition to the booth rental fees of \$8.00/sq ft for members and \$14.00/sq. ft. for non-members. There are no complimentary registrations built into the booth fee. This fee structure allows exhibitors to better manage their budget and personnel and also afford you the convenience of registering and reserving your hotel rooms on-line.

	<b>Full Registration</b>	By April 23	After April 23
	Member Exhibitor	\$ 350	\$ 450
	Non-member Exhibitor	\$ 695	\$ 795
	Non-member Non-exhibitor	\$ 995	\$ 1,095
	<b>One Day Pass</b>	By April 23	After April 23
<b>Tuesday</b>	Member Exhibitor	\$ 50	\$ 75
	Non-member Exhibitor	\$ 100	\$ 125
	Non-member Non-exhibitor	\$ 150	\$ 175
<b>Weds/Thurs</b>	Member Exhibitor (each day)	\$ 175	\$ 225
	Non-member Exhibitor (each day)	\$ 350	\$ 400
	Non-member Non-exhibitor (each day)	\$ 500	\$ 550



**Instructions**

1. Click [here](#) to request a booth online. This does not guarantee entrance into the show. Booth assignments will be distributed in mid-January.
2. Or, complete all sections of the contract, including "Agreement by Exhibitor" on page 6, and forward along with the floorplan and full payment of booth fees to NPRA at fax: (202)835-0467, or mailing address: 1899 L Street NW, Suite 1000, Washington DC 20036; Attn: Kelly Monday. Full payment must be received by 12/15/06 for priority space to be assigned. Payment may be made by credit card or company check payable to NPRA. Credit cards will not be charged until a booth is officially assigned. However, checks will be deposited upon receipt regardless of entrance into the show and a refund processed in the event of unavailability of booth space.

3. Be sure to indicate order of booth preferences on the floor plan (page 4) and appropriate business categories (page 6). Note that the floor plan reflects pre-determined booth sizes and locations that are not subject to re-location; please choose your booth location according to your booth size (i.e. Do not indicate two 10x10 consecutive individual booths as your preferred 10x20 location; select a pre-determined 10x20 booth as it appears on the floor plan.)
4. 20x20 booths only – Submit a detailed floorplan indicating height and width of all display elements for pre-approval by March 12, 2007.
5. All exhibitors must pay the registration fees for the conference in addition to the booth fee for each individual attending. The booth contract does not include any complimentary passes. Registration opens on-line in December, 2006.

**Exhibitor Information**

Exhibiting Company \_\_\_\_\_

Street Address (include full street shipping address) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Country \_\_\_\_\_

Contract Representative (receives all conference materials) \_\_\_\_\_

E-mail \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Company E-mail \_\_\_\_\_

On-site Representative (if different from Contract Representative) \_\_\_\_\_

E-mail \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Marketing Representative (if different from Contract Representative) \_\_\_\_\_

E-mail \_\_\_\_\_

Telephone \_\_\_\_\_ Fax \_\_\_\_\_

Who should receive the exhibitor manual  
 (all conference details/order forms/etc.)?

- Contract Rep     On-Site Rep.

NPRA Member Company?

- Yes                       No

If yes, name of company \_\_\_\_\_

If unsure, click [here](#) for a list of NPRA members.

**I. Booths**

	<b>Member</b>		<b>Non-member</b>	
10 x 10	\$ 750	= _____	\$ 1,400	= _____
10 x 20	\$ 1,500	= _____	\$ 2,800	= _____
20 x 20	\$ 3,000	= _____	\$ 5,600	= _____

**Booth Selection**

List first 4 choices; circle 10 more on floor plan (page 5). Requested locations are not guaranteed.

1st \_\_\_\_\_ 3rd \_\_\_\_\_  
 2nd \_\_\_\_\_ 4th \_\_\_\_\_

Competitors you want to be separated from (by company, not category). Booth separation is not guaranteed.

\_\_\_\_\_  
 \_\_\_\_\_

**Special Requirements**

\_\_\_\_\_  
 \_\_\_\_\_

Provide description of products/services in 30 words or less for web listing and final conference program.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**II. Business Categories:**

Check the category(ies) under which we should list your company in the web listing and final program.

- Asset Management
- Cleaning Services: Chemical, Mechanical, Pigging
- Computer Applications/Systems
- Consulting
- Contractor; Construction
- Contractor; General, Routine, Turnarounds
- Contractor; Specialty: Asbestos Abatement, Catalyst Handling, etc.
- Electrical Equipment & Motors: Fabrication, Parts, Services
- Engineering Contractors
- Environmental Services
- Equipment Rentals
- Expansion Joints
- FCCU Equipment: Design
- Fabrication, Services
- Fired Heaters, Furnaces & Boilers: Fabrication, Parts, Services
- Flare Systems/Incinerators
- Gaskets, Packing & Seals
- Heat Exchangers: Fabrication, Parts, Services
- Heat Treating
- Inspection
- Instrumentation and Process Control
- Lifting Equipment & Aerial Work Platforms
- Metallurgy & Materials
- Misc. Process Equipment
- Painting, Coatings & Fireproofing
- Piping: Fabrication, Parts, Services
- Process Gas Suppliers
- Process Vessels & Columns: Fabrication, Parts, Services
- Refractory & Insulation: Material, Repair, Services
- Reliability, Availability
- Rotating Equipment: Monitoring
- Rotating Equipment & Compressors: Fabrication, Parts, Services
- Safety Products and Services
- Scaffolding
- Specialty Process Equipment
- Steam Systems
- Tanks: Fabrication, Parts, Services
- Tools & Specialty Repair Equipment
- Valves & Actuators: Fabrication, Parts, Services
- Warehousing & Material Handling
- Other (please specify)

**III. Agreement and Payment**

**We hereby agree to:**

1. Abide by all the rules and regulations, as stipulated in this Exhibit Application and in the Exhibit Manual.
2. We agree to remit the full booth rental fee to NPRA. We understand that booth space cannot be assigned until all booth space fees have been paid in full to NPRA. We also understand that any balance due to NPRA from previous exhibitions will prevent us from obtaining booth space for 2007.

\_\_\_\_\_  
Exhibitor Authorized Signature

\_\_\_\_\_  
Date

Application cannot be processed without signature

\$

\_\_\_\_\_  
Total amount including booth fee and sponsorships

Check Enclosed (US Dollars only)

Credit Card

VISA       MasterCard       American Express

\_\_\_\_\_  
Credit Card Number

\_\_\_\_\_  
Exp. Date

\_\_\_\_\_  
Name of person on card (Please print)

\_\_\_\_\_  
Signature (Required; authorizing charge & acknowledging cancellation policy)

**For NPRA use only:**

\_\_\_\_\_  
Date Received

\_\_\_\_\_  
Application Number

\_\_\_\_\_  
Points

\_\_\_\_\_  
Booth Size

\_\_\_\_\_  
Booth Assigned

\_\_\_\_\_  
Amount Paid

\_\_\_\_\_  
Check Number

\_\_\_\_\_  
Date Logged

\_\_\_\_\_  
By