



Presents
The Spring 2008
Turbine Users Forum
Trade Show

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March 17, 2008

The Westin Savannah Harbor
Golf Resort and Spa
Savannah, GA



Exhibitor Invitation Package



100% of CTOTF Conference Attendees
are Turbine Owners/Operators

RSVP by February 22, 2008

The Invitation

The Combustion Turbine Operations
Task Force
invites You to spend St. Patrick's Day
participating
in its Spring Turbine Users Forum Trade
Show 2008



March 17, 2008

Who:

The Combustion Turbine Operations Task Force (CTOTF) invites you to participate in the:

What:

CTOTF Spring Turbine Users Forum Trade Show 2008

Where:

The Westin Savannah Harbor Golf Resort & Spa, One Resort Drive, Savannah, GA 31421, 912-201-2000

When:

Monday, March 17, 2008

1:30 PM— Exhibitor Registration/Setup.

4:30 PM— Set-up must be complete

5:00 PM—9:00 PM CTOTF Trade Show and Reception

9:00 PM—Tear Down

How:

1. Apply to Participate in the Trade Show by February 22, 2008
2. Make a Hotel Reservation by February 22, 2008, Make sure you request the CTOTF group rate of \$184.00/plus tax per night. If you get into the CTOTF group room block, The Westin will WAIVE the normal daily resort fee. (The rate for outside the block is \$319 plus tax per night plus \$16.50 daily resort fee)

NOTE: Because the St. Patrick's Day weekend is Savannah's most desirable time frame, getting a room in Savannah will be difficult. There are only so many rooms in the block and we will not be able to get you a room at the last minute or if the block is already filled. Follow the hotel reservation link on the group website: www.CTOTF.org

For a definition of who may attend the CTOTF Conferences,
please visit our web site at <http://www.CTOTF.com>

The Details

Opportunities:

Spring Turbine Users Forum Trade Show 2008 Participation:

Each 8 X 8 foot space is \$1,200.00 (USD); each 10 X 8 foot space is \$1,400.00 (USD). Each booth includes pipe and drape, carpet, a six foot draped table, two chairs, and admittance for two representatives to participate in the CTOTF Spring Turbine Users Forum Trade Show 2008. Your company will also be listed in the meeting book.

Beverage Tickets for distribution to attendees at the Spring Turbine Users Forum Trade Show 2008: \$7.00 each. Beverages during the Exhibition may only be obtained by a drink ticket. (Beverage tickets are *non refundable*.) On-site they are \$7.50ea. (**Cash or checks only accepted on-site.**)

Sponsorships: (See Page 9 for individual pricing).

Functions: Sponsor a breakfast, break or lunch for the attendees. You may have up to 4 representatives attend the function you sponsor without additional cost. You may place literature on the tables and you may place a sign at the entrance to the function area saying that you are sponsoring the function. A flat fee is charged for each event sponsorship. You may also co-sponsor a function.

CTOTF shirts, jackets, and bags: These items will have the CTOTF logo embroidered on them. The first level of Shirts will be for the Roundtable Chairmen and Vice-Chairmen to wear throughout the week (different color each day). The jackets and rolling duffle bags will be raffled off during each roundtable session.

Your sponsorship will be noted in the Meeting Book and announced during the meeting.

Advertisement in Bound Meeting Book:

The Meeting Program Book is wire bound and includes the agendas, questions submitted in advance, and the attendee list. The back of the book is devoted to vendor advertisements. **If** you place an ad, you will receive a copy of the book at registration. *Additional* copies are \$100.00. Copies of the Meeting Program Book are available **only** to CTOTF meeting attendees and advertisers. Ad copy must be sent in by **March 1, 2008**. Ad copy should be PC graphics files, (e.g., .png, .bmp, .jpeg, .tif, .wpg, etc.). Finished sizes are:

1/4 Page: 3 1/4" wide X 4 1/4" long;

1/2 Page: 6 1/2 " wide X 4 1/4" long;

Full Page: 6 1/2" wide X 8 1/2" long

—each with surrounding white space.

The Back Cover is in color and is 8 1/2" X 11". Ads must be sent to Wickey Elmo at WickElmo@CTOTF.org. Pricing is noted on the Sponsorship page.

100%

Procedures to Participation:

1. Choose your preferred booth from the Trade Show diagram. Represented are 6 foot tables. The booths are numbered. The reception food will be in the middle of the two interior aisles. Booths are assigned on a first request basis. No guarantee is made as to availability of any booth. **Placement is approximate.** Indicate your 3 preferred booth numbers on the form. If none of your choices are available, you will be contacted for an alternate.
1. Registration requires two pages of forms to be submitted. First, complete the Spring Turbine Users Forum Trade Show 2008 Participation Application (Page 7) by:
 - Choosing your sponsorships,
 - Choosing your advertisement size,
 - Listing your onsite representatives,
 - Listing your first, second, and third choice of Booth (from the trade show diagram—see pg. 10).
3. Complete the Spring Exhibitor 2008 Summary/Payment Form. (Page 8)
4. Fax BOTH forms to 704-753-9988 (WITHOUT additional cover sheet) and then mail your check for the Total due to the address on the Summary/Payment Form (or pay by credit card by completing the information on the form).
5. If you do not receive a confirmation email with booth number assignment within 5 business days of submitting your forms, please call 704-753-5377 to inquire as to status.
6. Once you receive confirmation you will be sent drayage/shipping information from Blue Chip Expo, Inc., the drayage company for this event.
7. Go to the website www.CTOTF.org and follow the link for making on line reservations at The Westin Savannah Harbor Golf Resort and Spa. The Westin Savannah Harbor Golf Resort and Spa will waive the daily resort fee for guests making a reservation within the CTOTF room block. Parking will be free.
8. Arrange for your electrical requirements through the drayage company, Blue Chip Expo.
9. Make arrangements with Blue Chip Expo to have your display items shipped to arrive in time for Monday, March 17th setup.
10. Make Travel Arrangements.
11. See you there!

Note: You may also view the Trade Show Booth layout by going to www.CTOTF.org and following the links for the Spring Trade Show. The booth layout will be updated on a daily basis with the names of the exhibitor in each booth. The Booth Layout is scalable by using the scale on the left of your screen.

Directions:

The nearest airport is the Savannah/Hilton Head (SAV) International Airport (15 minutes away).

From the North take I-95 south to I-16 East. Take Exit 166 off of I-16 onto 17 North across the Talmadge Bridge. Exit at Hutchinson Island and follow Wayne Shackelford Blvd to Resort Drive.

From South: Take I-95 North to I-16 East and follow directions above.

Shipments:

Blue Chip Expo, Inc., Attn. Mr. Scott Lee, 118 B Mathews Drive, Hilton Head, Island, SC 29926 843-681-4545 Email: bluechipexpo@aol.com should be contacted regarding shipments and electrical requirements for the Trade Show. Blue Chip Expo is the drayage company for the show.

Using Blue Chip Expo, Inc. will ensure that your shipment will be in your booth when you arrive and will ensure that your shipment will be shipped out upon completion of the show.

Electrical Needs:

Arrangements for your electrical needs (even an extension cord) must be made with Blue Chip Expo, Inc. (see contact information above)

Display Set-up/ Tear Down:

Exhibitor Participation registration package pickup and display set-up will begin at 1:30 PM outside of the Grand Ballroom Section ABC.

Booth set-up should be completed by 4:30 PM.

Tear down will be at 9:00 PM.

Cancellation/ Refunds:

Exhibition registration may be cancelled prior to February 22, 2008. The fee is refundable prior to February 22, 2008, LESS a handling fee of 20% of your total order. After February 22, 2008 fees are non-refundable.

Caveats and Restrictions:

Only Exhibitors and their representatives who have paid the required fees will be allowed to participate.

Exhibitors are restricted from applying anything to the walls of the facility. Exhibitors are liable for any damage to the hotel caused by their actions. **Exhibitors shall not extend their booths into the aisle or outside their confirmed space.** Pop-up displays are allowed as long as they fit into the space purchased and do not restrict access to other exhibitors.

Submitting your Application implies that you have read and agree to the terms of this section specifically.

Please note that the Resort (and thus, CTOTF) reserves the right to change the layout of the exhibit space as necessary. If any change materially affects your booth assignment, you will be consulted if time permits. If the room where the exhibition changes, every effort will be made to ensure your relative position choice.

"[EXHIBITOR] hereby assumes entire responsibility and hereby agrees to protect, defend, indemnify and save the Resort, its owners, its operator, Starwood Hotels & Resorts Worldwide, Inc., Goose Creek Systems, Inc., CTOTF, and each of their respective parents, subsidiaries, affiliates, employees, officers, directors, and agents harmless against all claims, losses or damages to persons or property, governmental charges or fines and attorney's fees arising out of or caused by its installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of the Resort and its employees and agents.

[EXHIBITOR] shall obtain and keep in force during the term of the installation and use of the exhibit premises, policies of Comprehensive General Liability Insurance and Contractual Liability Insurance, insuring and specifically referring to the Contractual liability set forth in this Exhibit Agreement, in an amount not less than \$2,000,000 Combined Single Limit for personal injury and property damage.

The Resort, its owners, its operator, and Starwood Hotels & Resorts Worldwide, Inc. and Goose Creek Systems, Inc./CTOTF shall be included in such policies as additional named insureds. In addition, [EXHIBITOR] acknowledges that neither the Resort, its owners, its operator, nor Starwood Hotels & Resorts Worldwide, Inc. nor Goose Creek Systems, Inc./CTOTF maintain insurance covering exhibitor's property and that it is the sole responsibility of [EXHIBITOR] to obtain business interruption and property damage insurance insuring any losses by [EXHIBITOR]".



Spring Turbine Users Forum Trade Show 2008 Participation Application

Complete this form and submit along with the Exhibitor 2008 Summary/Payment Form by February 22, 2008 to: Wickey Elmo. Fax: 704-753-9988 or by mail with check to: CTOTF, 6224 Howey Bottoms Rd., Indian Trail, NC 28079-7529

<i>Sponsorships</i>	Indicate Day (Mon-Thurs) Or Qty	\$ Total	<i>Meeting Book Ad</i>	Price USD
<input type="checkbox"/> Breakfast Buffet—\$3,600.00	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> 1/4 Page	\$475.00 <input type="text"/>
<input type="checkbox"/> Omelet Station—\$1,150.00	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> 1/2 Page	\$875.00 <input type="text"/>
<input type="checkbox"/> Lunch—\$4,200-\$4,500	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Full Page	\$1,250.00 <input type="text"/>
<input type="checkbox"/> Afternoon Break—\$1,550 - \$1,750	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Inside Back Cover	SOLD
<input type="checkbox"/> All Day Beverage Service —\$1,500.00	<input type="text"/>	<input type="text"/>	<input type="checkbox"/> Outside Back Cover	SOLD
<input type="checkbox"/> CTOTF Shirts for Chairmen (\$50 each)	<input type="text"/>	<input type="text"/>	Ad Subtotal: <input type="text"/>	
<input type="checkbox"/> CTOTF Jackets /Bags for Raffles (\$100 each)	<input type="text"/>	<input type="text"/>	<i>If taking advantage of special package, just mark ad size.</i>	
Sponsorship Subtotal: <input type="text"/>			<i>Transfer Subtotals to appropriate space on Form 2</i>	

Representatives Participating:
(Name as to appear on Badge)

1.	No Charge
2.	No Charge
3.	\$125.00 or 2nd booth
4.	\$125.00 or 2nd booth
5.	\$125.00 or 3rd booth
6.	\$125.00 or 3rd booth
Additional Reps \$ Subtotal <input type="text"/>	
Comments/Special Requests:	

Choose Booth Area (s) #:

First Choice

Second Choice _____

Third Choice _____

Please note: Making application for a Booth is no guarantee of booth space assignment. Booths are awarded on a first come, first serve basis.

We will NOT need a table

We are having a raffle at our booth.
Item to be raffled: _____
(information needed for announcement in the meeting book)

Email your latest product description (35 words or less) with a scalable logo by February 28, 2008 to wickelmo@ctotf.org

Company Name:



Spring Exhibitor 2008 Summary/Payment Form

Please complete **both** forms.

Fax (without additional cover sheet) to:
Wickey Elmo at
704-753-9988 by
February 15, 2004.

OR

Mail with payment to arrive **BY 2/28/08** to:

CTOTF
 6224 Howey Bottoms
 Road, Indian Trail, NC
 28079-7529

Checks should be made payable to:

CTOTF / Goose Creek Systems, Inc.

And Reference:
CTOTF- Spring 08

(Fed Tax ID 56-1950065)

Confirmations will be emailed within FIVE business days

By submitting this form Exhibitor acknowledges, understands and will comply with the restrictions and caveats outlined in the invitation

** Additional copies of meeting book available only to advertisers.*

Item	Amount/Description	Total \$
Number of Booth(s) (Indicate Booth Number Choices on Form 1)	___ 8 Ft @ \$1200.00 ___ 10 Ft @ \$1400.00	
Ad	Size: _____ Page	
Beverage Tickets	_____ @ \$7.00 each	
Additional Reps	For Monday _____ @ \$125.00 ea. (over 2 each display area)	
Sponsorships _____ Fill In Subtotal from Form 1:		
Additional Meeting Books*	_____ @ \$100.00	
Grand Total \$ (U.S.) Due:		

Technical Contact Name:		Admin Contact Name	
Company:			
Address:			
Phone:		Cell:	
Email:			
Fax:			

Method of Payment:

Check—**Preferred**
 P.O Number: _____

Visa
 MasterCard

Amount to Charge: \$ _____ (US)

No exhibitor will be admitted without prior payment. Cancellations will not be accepted nor any refund made after February 22, 2008.

Payments by Wire Transfer will incur an additional \$50.00 fee.

For further information contact Wickey Elmo at 704-753-5377 or at WickElmo@CTOTF.org

Email invoice to: _____

Credit Card # _____

Name on Credit Card _____

Signature _____

Exp. date on card _____

CVV2 Number—last 3 digits on back of card _____

Zip Code on billing address _____

CTOTF Spring 2008 Available Sponsorships:

Breakfasts (full breakfast buffets): \$3,600.00 - Wed. & Thurs. Only Avail.

Omelet Station: \$1150.00 (includes Attendant)

Cereal: \$455.00

Monday through Thursday Breakfasts are available for sponsoring

Lunches:

Monday 3/17- Unavailable - it is the Best Practices Awards Luncheon

Tuesday 3/18 - Southern Buffet - \$4,500.00

Wednesday 3/19- Deli Buffet - \$4,200.00

Thursday 3/20 - Savannah Buffet—\$4,250.00

All Day Beverage Service: \$1,500.00 (Tuesday-Thursday Only Avail.)

PM Breaks: (AM Breaks are leftover fruit and pastries from b'fast)

Monday - \$1,750.00 (traditionally, Ice Cream Sundaes)

Tuesday - \$1,550.00

Wednesday - \$1,550.00

Shirts for Chairs and Vice Chairs: \$50.00 ea.

Jackets for raffles: \$100.00 ea.

Rolling Bags for raffle: \$100.00 ea.

Please sponsor above Shirts, Jackets, and bags in \$100.00 increments

Ad Rates:

Outside Back Cover: SOLD

Inside Back Cover: SOLD

Full Page: \$1,275.00 ea.

$\frac{1}{2}$ Page: \$875.00 ea.

$\frac{1}{4}$ Page: \$475.00 ea.

Questions/suggestions: Contact Wickey Elmo at 704-753-5377
or email WickElmo@CTOTF.org or wickelmo@carolina.rr.com







Spring 2008 Turbine Forum

and Trade Show March 17, 2008 5PM to 9PM

**THE WESTIN
SAVANNAH HARBOR**
GOLF RESORT & SPA

Georgia
One Resort Drive
Savannah, GA 31421
912-201-2000

Questions
Contact GCSI @ 704-753-5377

-  8 ft. x 8 ft. Booth **54** Booths
-  8 ft. x 10 ft. Booth **19** 8x8
-  3 ft. Tall Drapes
-  8 ft. Tall Drapes

