

EXHIBITOR REGISTRATION

The badging system is essential for the safety & security program at any event. Therefore, Show Management has instructed security personnel to allow, at the appropriate times, **only** badged personnel within the exhibit area. Under **NO** circumstances will anyone be allowed on the exhibit floor without proper show identification. We ask for your cooperation and attention in complying with this system; it is to the benefit of all concerned.

EXHIBITOR PRE-REGISTRATION

Behind this tab, you will find forms to secure badges for your exhibit personnel. As the designated contact person for your company, you are responsible for photocopying and distributing these forms to your personnel.

1. The *EXHIBITOR PASS & BADGE ORDER FORM* is to be used to obtain credentials for full time company personnel who will be attending the 2007 Congress. Each exhibiting company is entitled to a specified number of Exhibitor Badges based on the total square footage of exhibit space. “Expo Only” badges, over and above the entitlement, are complimentary for exhibitor personnel. Distribute these forms to your personnel with the appropriate instructions for Exhibitor Passes/Badges or “Expo Only”. Credentials cannot be switched or transferred without your expressed written permission. If you have any questions, please contact Custom Registration, Inc. at 817-277-7187.
2. All exhibitor personnel who are full-time employees of the exhibiting firm/organization will be required to wear an exhibitor badge at all times within the Exhibit Hall **including move-in and move-out**. This badge must be worn to gain admittance to the Exhibit Hall.
3. Exhibitor badges will be available at the Exhibitor Registration Desk in East Registration during all operating hours. If you have not returned the *EXHIBITOR REPRESENTATIVE PASS & BADGE ORDER FORM* by August 24, 2007, bring the form to the Exhibitor Registration Desk on-site for processing.
4. Each exhibitor must personally pick up his or her own badge and show a picture ID.
5. Do *not* use your exhibitor registration form for Exhibitor Appointed Contractor (EAC)/display house personnel; if you will be using a non-official contractor, you and your contractor must complete the EAC forms behind Tab 5 of this manual. During installation & dismantling, EAC booth labor should use worker badges, which will be available for pick-up with the security guards located at the loading docks and main entrance into the hall.

HOTEL & DESTINATION INFORMATION

Please see the forms behind this tab for making hotel reservations at APWA’s discounted room blocks, reserving spots on the APWA-sponsored golf outing, and registering spouses. Hotel reservations may also be made online by visiting www.apwa.net/congress/. All reservations will be processed through the San Antonio Housing Bureau through **August 10th**. Questions can be emailed directly to sahousing@sanantoniovisit.com.

DRIVING DIRECTIONS

Traveling from the airport: Take Highway 281 South to the Durango exit. Exit on Durango and turn right on Durango to Alamo Street. Turn right on Alamo to Market Street. At Market Street turn right and proceed in front of the Convention Center left to Bowie Street. Turn right on Bowie Street for parking or for access to the Convention Center\Lila Cockrell Theatre loading dock entrance. Click on the Parking Information link for more information.

Traveling South from Dallas / Austin: Travel IH-35 South to San Antonio. IH-35 South intersects with IH-37 South to Corpus Christi. Take IH 37 South to the Durango exit. Exit on Durango and turn right on Durango to Alamo Street. Turn right on Alamo to Market Street. At Market Street turn right and proceed in front of the Convention Center to Bowie Street. Turn right on Bowie Street for parking or for access to the Convention Center loading dock entrance.

Traveling West from Houston: Travel IH 10 West to San Antonio. IH 10 West intersects with IH 37 North toward Johnson City. Take IH 37 North to the Durango exit. Exit on Durango and turn left on Durango under the interstate to Alamo Street. Turn right on Alamo to Market Street. At Market Street turn right and proceed in front of the Convention Center to Bowie Street. Turn right on Bowie Street for parking or for access the Convention Center loading dock entrance.

Traveling North from Corpus Christi: Travel IH 37 North toward San Antonio to the Durango exit. Exit on Durango and turn left on Durango under the interstate to Alamo Street. Turn right on Alamo to Market Street. At Market Street turn right and proceed in front of the Convention Center to Bowie Street. Turn right on Bowie Street for parking or for access to the Convention Center loading dock entrance.

Traveling East from El Paso: Travel IH 10 East toward San Antonio. IH 10 East intersects with IH 35 South toward Laredo. Take IH 35 South to the Durango exit. Exit on Durango, keep right for three-quarters of a circle and proceed under the interstate past six traffic signals to Alamo Street. Turn left on Alamo Street to Market Street. At Market Street turn right and proceed in front of the Convention Center to Bowie Street. Turn right on Bowie Street for parking or for access to the Convention Center loading dock entrance.