

10th Congress on Anaerobic Digestion (AD10-2004)

**Centre Mont-Royal
Montréal, Québec, Canada
August 29 - September 2, 2004**

Exhibitors' Prospectus

Organized by the National Research Council Canada
Under the auspices of the International Water Association (IWA)

The 10th Congress on Anaerobic Digestion (AD10-2004) will take place from Sunday August 29th till Thursday September 2nd, 2004 in Montréal, Québec, Canada.

The Organizing Committee would like to extend an invitation to all exhibitors interested in showcasing their products. The Exhibition will be open from August 29 to September 2 2004.

This international congress will cover all aspects of anaerobic digestion technology including fundamentals of anaerobic bioprocesses; technology development, upgrading, evaluation, monitoring, on-line control and modeling; anaerobic treatment of municipal and industrial wastewater; all aspects related to stabilization/digestion of sludges and municipal and agricultural solid wastes; potential for bioenergy (methane, hydrogen); anaerobic remediation of groundwater, sediment, soil; pre- and post-treatment systems; biogas utilization; anaerobic policy making; economical & financial aspects of anaerobic digestion; potential and future in the context of sustainable development and greenhouse gas reduction.

The Commercial Exhibition will be an integral part of the Scientific Program. Companies offering innovative products in this field are encouraged to seize the opportunity to exhibit. The Scientific Program is guaranteed to attract the top professionals in the field. Six hundreds congress participants from industry, universities and government are expected to attend.

All coffee breaks and poster sessions will be held in the Exhibition area. Also, participants will have some time during lunch breaks to visit the Exhibition.

A limited number of 10' X 10' exhibit booths located in the proximity of the meeting rooms are available on a first-come, first-served basis (See floorplan). Interested companies should contact the Congress Secretariat for additional details.

EXHIBIT INFORMATION

BOOTH RENTAL

The fee structure is the following. Your payment should be received by April 30, 2004.

Rental Fee	\$3,500.00 CAN
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Rental Fee includes a 8' high back wall with 3' high side drape (royal blue), two chairs, carpeting, general lighting, heating/cooling.

Rental for the exhibition space also includes:

- the Congress Program and Proceedings
- a list of congress attendees
- one 1500Watt Duplex Receptacle
- visibility on the Congress website with a link to exhibitors' organization
- exhibitors' logo insertion in the program of the Congress

Confirmation of acceptance of your booth application will be made following receipt of your completed "Application for Exhibit Space".

CANCELLATION POLICY

Refunds for booth payment will be issued up to **June 30, 2004** less an administrative fee of \$100.00, if written notification is provided.

No refunds will be considered after June 30, 2004.

EXHIBIT HOURS, SET-UP AND DISMANTLING

Exhibit Hours	Sunday, August 29	18:00-20:00
	Monday, August 30 Tuesday, August 31 Wednesday, September 1	07:30-18:30
	Thursday, September 2	07:30-16:00
	Installation	Sunday, August 29
Dismantling	Thursday, September 2	16:00-18:00

Booth attendance is highly recommended at the following times:

Sunday, August 29	18:00-20:00
Monday, August 30	10:00-11:00
Tuesday, August 31	12:00-14:00
Wednesday, September 1	15:00-16:00 17:00-18:30
Thursday, September 2	10:00-11:00 12:00-14:00 15:00-16:00

DISPLAY SERVICE CONTRACTOR

Décor Experts Expo has been appointed as the official show decorator and can be contacted at the following address:

Décor Experts Expo (DEE)
778, Place Trans-Canada
Longueuil, Québec
J4P 1P1

Attention: Denis Dion
Tel (450) 646-2251
Fax: (450) 646-6342
E-mail: denis.dion@dee-expo.com

SHIPPING, DRAYAGE AND STORAGE

Shipments Originating within Canada

Shipments Originating within Canada should be prepaid and consigned as follows to:

Anaerobic Digestion, 10th World Congress

Décor Experts Expo (DEE)
778, Place Trans-Canada

Longueuil, Québec
J4P 1P1

Attention: Denis Dion
Tel (450) 646-2251
Fax: (450) 646-6342
E-mail: denis.dion@dee-expo.com

All shipping boxes or crates must be clearly labeled with the above address. As soon as you have shipped your exhibit, please advise Denis Dion of the pertinent details, including the date you shipped and the carrier. Also, send a copy of the bill of lading. This will facilitate the handling of your exhibit and enable slow shipments to be traced (where necessary).

CUSTOMS AND SHIPPING

North American Logistics Services Inc. was selected as the Official Customs Broker for the Congress. All shipments originating from outside Canada should be labelled with the name of the congress and the booth number addressed to:

Centre Mont-Royal
2200, rue Mansfield
Montréal, Québec
Canada H3A 3R8

Exhibitors who plan to ship goods to Canada should contact the Customs Broker **prior to shipment** concerning the necessary documents.

NORTH AMERICAN LOGISTICS SERVICES INC.

Attention: Robert Vieira
205 rue Viger Ouest , suite 208
Montréal, Québec H2Z 1G2
Tel: (514) 868-6650
Fax: (514) 868-6651
E-mail: rvieira@nalsi.com

EXHIBIT HANDLING

All material handling can be arranged through Décor Experts Expo (DEE)
778, Place Trans-Canada
Longueuil, Québec
J4P 1P1

Attention: Denis Dion
Tel (450) 646-2251
Fax: (450) 646-6342
E-mail: denis.dion@dee-expo.com

Please note that Centre Mont-Royal will not accept shipments prior to the scheduled move-in. We recommend that you ship to the Décor Experts Expo (DEE) warehouse due to limited move-in and access time. DEE will accept crated, boxed or skidded materials beginning **August 1, 2004**, at the above address.

Exhibitors may hand-carry their own materials into the exhibit facility. The use of dollies, flat trucks and other mechanical equipment, however, is not permitted. Please ensure that freight elevator capacities are taken into account. Décor Experts Expo (DEE) will control access to the loading dock in order to provide for a safe and orderly move-in/move-out. Show Management is providing material handling services for on site shipments from the loading dock only.

Outbound Shipments

Be sure your carrier knows the company name and booth number when making arrangements for shipping your exhibit at the close of the show.

Forced Freight or Stranded Freight

Any shipments not removed from show site at the end of the trade show or by 20:00 on Thursday, September 2, 2004, will be removed by Décor Experts Expo (DEE) and stored at their warehouse. All charges are to be paid by the Exhibitor.

ELECTRICAL SERVICES

Centre Mont-Royal is the “exclusive” electrical services supplier for the Conference and Exhibition. One 1500-Watt Duplex Receptacle will be provided to each 10’ X 10’ booth space. Exhibitors requiring additional electrical services should complete the enclosed Centre Mont-Royal order form and forward it at least fifteen (15) working days prior to the event to:

Nathalie Marchand
Event Coordinator
Centre Mont-Royal
2200 Mansfield Street
Montréal QC Canada H3A 3R8
Tel : (514) 844-2000 Fax: (514) 843-8500
Email : mnmarchand@centremontroyal.com

TELEPHONE REQUIREMENTS/INTERNET CONNECTIVITY

Arrangements regarding your telephone requirements must be forwarded at least fifteen (15) working days prior to the event. Please complete and forward the enclosed Centre Mont-Royal order form to:

Nathalie Marchand
Event Coordinator
Centre Mont-Royal
2200 Mansfield Street
Montréal, Québec Canada H3A 3R8
Tel : (514) 844-2000 Fax: (514) 843-8500
Email : mnmarchand@centremontroyal.com

SECURITY AND DAMAGES

The Anaerobic Digestion 2004 Congress will provide overnight security at Centre Mont-Royal Centre. While every effort will be made to provide security for exhibits, neither the Anaerobic

Digestion 2004 Congress, show management, nor Centre Mont-Royal will be responsible for injury, loss or damage to persons, goods, equipment or decorations, caused by accident, loss or any other cause, the safety of exhibits against fire, robbery, damage, accidents, acts of God or any other destructive cause, or for any injury that may arise to the public leased areas, or to the Exhibitors or their employees during move-in and move-out operations, at any time during the Show while on the Show grounds or in Centre Mont-Royal, while transporting goods to or from the Show or while in the storage areas. Insurance for individual exhibits is the sole responsibility and expense of the Exhibitor. Where appropriate, during "silent hours" lock-up or remove personal electronic equipment like laptops, cameras, etc.

For further information, please contact the Congress Secretariat:

Marie Lanouette, Congress Manager
Anaerobic Digestion 2004
National Research Council Canada
1200 Montreal Road, Building M-19
Ottawa, ON, Canada K1A 0R6

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E-mail: ad10.2004@nrc-cnrc.gc.ca