



**THE INDIANA GROUND WATER ASSOCIATION'S
BIENNIAL CONVENTION & TRADE SHOW
October 15 & 16, 2026**

**Exhibitor Contract
DEADLINE SEPTEMBER 11, 2026**

**Exhibitors~ Sign Up by August 30th to be included in the Convention Newsletter
PLUS A FREE 1/4 page ad – ad must be submitted by August 30th**

Convention Newsletter mailed: September 1st

Location:

**Sheraton Indianapolis Hotel at Keystone Crossing
8787 Keystone Crossing
Indianapolis, Indiana 46240
888-627-7814**

For hotel reservations:

- Sheraton Indianapolis Hotel at Keystone Crossing for 169.00 USD per night
- Rate includes complimentary self-parking in attached parking garage, complimentary guestroom Wi-Fi, and Marriott Bonvoy Reward Points

Rates are: Traditional King Room \$169, Traditional Queen \$169

Online Reservations:

<https://app.marriott.com/reslink?id=1770048411367&key=GRP&app=resvlink>

or

Call Sheraton Indianapolis Reservations 888-627-7814 *Ask to make a reservation within the Indiana Ground Water Association Biannual Conference 2026 Group Block.

Convention Agenda (Tentative)

Wednesday, October 14th, 2026

4 pm – 6 pm

Vendor Check In & Set Up

Thursday, October 15th, 2026

9 am - 12 pm

Vendor Check In & Set up

1 pm - 3:15 pm

Classes

3 pm - 7 pm

Tradeshow with hospitality on tradeshow floor

(ALL Attendees MUST visit tradeshow this year for credit)

6 pm

Door Prizes and Silent Auction

7 pm

Vendor Breakdown

Friday, October 16th, 2026

7 am – 8:30 am

Breakfast

8:00 – 8:30 am

Annual Meeting

9:00 am – 12 pm

Classes

Exhibitor Registration Information & Questions directed to:

**Indiana Ground Water Association – 6870 Licking Valley Road, Frazeyburg, OH 43822
Questions: Call (888) 443-7330 Email: IGWA@indianagroundwater.org**

Total Costs to remit:

TOTAL \$ _____

Expiration _____ CVV: _____

Return This Page

IGWA 2026 Exhibitor Contract

Please complete the following contract by August 30th, 2026, to be included in the IGWA's Convention Registration Newsletter to be mailed to 500+ drilling contractors.

Booth assignments will be assigned on a first-come, first-served basis. There won't be a bad spot in the hall. Load-in/out will be easy on garage level floor access or from loading dock.

**AFTER SEPTEMBER 11th ADD \$100 PER BOOTH.
IF REGISTERED AFTER SEPTEMBER 30th ~ NO GUARANTEE YOU
WILL BE ON SIGNAGE OR IN MAIN HALL.**

<u>Booth size</u>	<u>Member Rate</u>	<u>Non-Member Rate</u>	<u>Number</u>	<u>Fee</u>
10' x 10' Booth	\$500	\$700	_____	\$ _____
Each additional booth	\$400	\$500	_____	\$ _____

Each 10' x 10' booth includes a 6' skirted table, 2 folding chairs, and signage

____ Rig and Equipment Exterior Displays will be available upon request on a first-come, first-served basis along with a paid interior exhibit booth. Please provide a full description of the items for display. Parking space is limited. \$50 Fee per spot.

One per booth as space allows.

____ I will need electricity. It will be free for 110v only and available on the exterior walls only on a first-come first-served basis. Other 110v is \$25.

____ I will need 220v electricity. Check for availability and fee.

Friday breakfast is an additional \$20 per person.

Please type or print legibly

Name of Company: _____

Contact: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

E-mail: _____ Website: _____

Booth identification sign should read exactly as follows (PRINT):

Please describe the products and/or services to be exhibited:

Manufacturers represented in display:

Return This Page

INDIANA GROUND WATER ASSOCIATION'S 2026 CONVENTION

EXHIBITOR ATTENDEE REGISTRATON/NAME BADGE FORM

Please indicate the names of the individuals from your company who will be in attendance. Two persons per booth are included.

Each additional person is \$35:

PLEASE PRINT LEGIBLY EACH NAME:

1. _____
2. _____
3. _____
4. _____
5. _____

Return This Page

SPONSORSHIP OPPORTUNITIES

Sponsorship Opportunities—your company will be listed in the convention program, winter newsletter, announced throughout the convention and include sponsoring event signage:

Lanyard Sponsor \$500 Only one available _____

Thursday Hospitality

Food Sponsors \$350 each _____

Beer/Wine Sponsors \$400 each _____

Friday

Breakfast sponsors \$350 each _____

(Not available if \$1,400 sponsorship is purchased)

Breakfast Single sponsor \$1,400 each- First to be received in office. _____

Friday AM Break sponsor \$250 each _____

Company Name: _____

**We will be doing a sponsored Beer and Wine package for attendees.
This is a great sponsorship opportunity. There will be signs at the
bar and food stations recognizing sponsors.**

**INDIANA GROUND WATER ASSOCIATION'S
ADVERTISING in the CONVENTION REGISTRATION NEWSLETTER**

Advertising in the convention newsletter will reach 500 + licensed drilling contractors and pump installers throughout Indiana and surrounding states.

Larger ads will receive the credit of \$100 for the ¼ page ad.

Ad Size- Circle

Full Page	7.5" wide x 8.75" tall	\$300
1/2-page	7.5" wide x 4.375" tall	\$175
1/4-page	3.625" wide x 4.375" tall	FREE- WITH EXHIBIT CONTRACT BY August 30TH (a \$100 value)
Business Card	3.5" x 2" Either Direction	\$65

The newsletter is printed in one-color. **Submit black and white ads only.**

Ad Mechanics for All Publications: *Digital Ads will be accepted in these formats:*

- Acceptable Media: CD or via email.
- File Formats: EPS, 300 dpi PDF, or 300 dpi TIFF.
- Acceptable Applications: Quark Express, InDesign, Illustrator or Photoshop.
- Required with all ads: Include all supporting files, printer and screen fonts when submitting application files. Send a color laser print of ad.
- Scanning: We can scan high contrast, camera-ready print-outs for black and white ads only. Ad cannot contain tints, photos or screens. *The quality of the published advertisement depends upon the materials provided. The publisher assumes no responsibility for errors in the copy submitted by the advertiser.*

Send ads and production questions to: Joe Gordon, 14350 Mundy Drive, Suite 800 #170, Noblesville, IN, 46060
Phone : 317-903-4939 ; Email: igwa@indianagroundwater.org

Billing Inquiries: Indiana Ground Water Association, Joe Gordon, IGWA Executive Director
14350 Mundy Drive, Suite 800 #170; Phone: 888-443-7330; Fax: 317-776-1305, Email: IGWA@indianagroundwater.org
Each ad is billed upon publication. A 2% per month service charge will be imposed on all accounts 30 days past due.

The editor reserves the right to pull any ad on account 60 days past due

Right of Publisher: IGWA reserves the right to refuse or to edit any advertisement for any reason it deems necessary.

Name: _____

Company: _____

Billing Address: _____

City, State, Zip: _____

Phone: _____ E-mail: _____

Mail or fax or email completed form to:

Indiana Ground Water Association
6870 Licking Valley Road, Frazeyburg, OH 43822
Email to: IGWA@indianagroundwater.org

Return This Page

Silent Auction items REQUIRED!

As an exhibiting vendor, a Silent Auction items for the IGWA convention are required. Please complete the information below and return via fax to (317) 776-1305 or email to IGWA@indianagroundwater.org by August 30th, 2026, to be included in the September newsletter.

Encourage vendor products and multiples items

Silent auction items and scholarship donors will be promoted in our Attendee Registration to be mailed September 1st to our membership and surrounding non-members and throughout the convention.

We will be doing a Silent auction in which the items will be displayed at each exhibitor's booth to promote attendee interaction with exhibitors.

Name _____

Company _____

Address _____

City _____ St _____ Zip _____

Cell phone: _____ Fax: _____

Email: _____

_____ Silent Auction: _____

_____ Additional Silent Auction: _____

(Approximate Value of the Auction item(s) _____)

Brief description:

Return This Page

IGWA 2026 CONVENTION –RULES & REGULATIONS

Booth Reservation Procedure - A 50% deposit of total cost is required with the exhibit space contract. Booth space reservations must be paid in full by September 15, 2026. Booths not paid in full by September 15, 2026, will be subject to resale.

Rules and Regulations

These rules and regulations constitute a bona fide part of the contract for space. IGWA reserves the right to render all interpretations and decisions, should questions arise, and to establish further regulations as may be deemed necessary to the general success and wellbeing of the exhibit. Decisions and interpretations of these rules and regulations shall be the decision of IGWA and accepted as final in all cases. Signature on Exhibit Contract acknowledges agreement to Rules and Regulations.

1. The 2026 Indiana Ground Water Association Convention & Exposition will be held at the conference facility as outlined in the Exhibit Contract.
2. Applications for exhibit space are to be mailed to IGWA with a check for the full booth price (or 50% deposit). Prior to August 15th, 2026, any exhibitor who notifies IGWA in writing that he will not be exhibiting is eligible for a full refund. Between August 30th and October 7th, any exhibitor who provides written notification that he will not be exhibiting will be refunded one half of the total rental due for the exhibit space. No refunds will be given on cancellation made after October 7th, 2026.
3. All valid exhibit space applications will be assigned in October after deadline. The IGWA reserves the right to decline or prohibit any exhibit which in its judgment is out of keeping with the character of the Show, this reservation being all-inclusive as to persons, things, printed matter, products and conduct. IGWA reserves the right to alter the Floor Diagram at any time due to number of booths sold.
4. No exhibitor may assign, sublet or apportion his space in whole or in part, nor exhibit any products or services other than those manufactured or handled in the normal course of business.
5. IGWA will provide an identification sign, 6' skirted table and 2 chairs.
6. It is expressly understood and agreed by each and every contracting exhibitor and his agents that neither the IGWA board, volunteers, employees nor contractors shall be liable for loss or damage to the goods or properties of exhibitors. At all times such goods and properties remain in the sole possession and custody of each exhibitor.
7. All materials and fluids which are flammable, open flames, kerosene, butane gas, oxygen tanks, helium tanks, propane and or gasoline are not permitted inside the exhibit area.
8. It is mutually agreed that it is the duty and responsibility of each exhibitor to install his exhibit before the opening of the exhibition and dismantle his exhibition immediately after the close of the show. Any Freight/Shipping needs must be discussed and arranged prior to the show. If needed, contact IGWA for assistance.
9. It is the exhibitors' sole responsibility to load and unload all exhibit items. Only hand carried items will be allowed to be brought in through the front doors. All products, dollies, carts and wagons must be moved in through the freight area of the building. Nothing shall be posted on, or tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the building.
10. All equipment (if applicable) on display for an event must have the battery cables disconnected and the cables taped off. No spraying of silicon allowed inside the facility.
11. Exhibitor agrees to protect, save and keep the IGWA, and its agents forever harmless from any damage or charges imposed for violation of any law or ordinance, whether occasioned by the exhibitor or those handling under the exhibitor, as well as to strictly comply with the applicable terms and conditions contained in this agreement between the conference facility and the IGWA regarding the exhibition premises. And, further, exhibitor shall at all times protect, indemnify, save and keep harmless the IGWA and the conference facility against and from any loss, cost damage, liability, or expense arising from or our of or by reason of accident or other occurrence to anyone, including exhibitor, its agents, employees and business invitees, which arise from or our of or by reason of said exhibitors occupancy and use of the exhibition premises or a part thereof.
12. Exterior Space- Exhibitors agree that any equipment exhibited on the exterior of the facility is at the exhibitor's sole risk. The IGWA is not responsible for any damage, vandalism, theft, loss or any other unnamed act to equipment exhibited on the exterior of the facility.

PLEASE INCLUDE A CERTIFICATE OF INSURANCE

I acknowledge I have read the above rules & regulations:

Company: _____

Signature: _____

Send ALL "RETURN THIS PAGE" pages PLUS INSURANCE CERTIFICATE to:

IGWA 6870 Licking Valley Road, Frazeysburg, OH 43822 or

IGWA@indianagroundwater.org

2026 Sheraton Plaza Ballroom Exhibitor General Information

General Load In/Load Out Instructions:

- Vendor Hours will be strictly adhered to. No one will be allowed to set up prior to published Vendor Set up times without written permission by Group Contact
- Plaza Ballroom and classrooms are carpeted. It is your responsibility to bring tarp, plastic, or any other non-adhesive floor coverings to protect the carpet in the event that the item(s) in which you are promoting may stain or have excessive wear on the carpet.
- No Motorized Vehicles are allowed in the Ballroom. Call ahead to discuss types of electric or motorized mobile equipment to be used.
 - In the event of inclement weather for load-in, the material or carts must be wiped down dry PRIOR to entry on or to drive on the concourse or the carpeted hall.
 - Tarp or plastic must be placed beneath the electric carts to protect the carpet from possible leakage.

Plaza Ballroom Access:

- The Plaza Ballroom is located on the 2nd floor as the garage access concourse. The garage is located north of the hotel. Loading dock is located behind the hotel.
- The concourse is equipped with (2) Loading Bays (with 1 being recessed).
- Each bay has standard automated roll up door.
 - Interior Doors – (From Loading Dock to Stardust Ballroom): 8'hx14'w
 - Interior Doors – From Stardust Ballroom to Stardust Pre-function Area:
 - 8'h x 6'4"w (Doors on)
 - 8'hx 7'5"w (Doors OFF) – Additional \$100 fee to remove doors
- Plaza Ceiling – 24' Height (at low points) and 25'6" at high points (drop ceiling)

ELECTRIC:

110v is free on exterior walls and are first come first serve basis by date of received and paid for contract. Interior booth electrical may require an extension cords, a \$25.00 fee may apply. Call to verify. Check on availability.

All electric is first come first served. There are a limited number of 110v. Check on 220v availability. If you need electricity, it is suggested you reserve as soon as possible to guarantee you will have it.

HOTEL RESTAURANT RESERVATIONS:

Before or after convention events, there are multiple restaurants at Keystone Crossing and other well-known restaurants near the hotel, reservations are recommended especially for larger groups. Follow the link below:

<https://www.marriott.com/en-us/hotels/indsi-sheraton-indianapolis-hotel-at-keystone-crossing/dining/>

ALL PRODUCTS AND EQUIPMENT MUST FIT IN THE BOOTH DIMENSIONS OF 10'X10'. IF YOUR EQUIPMENT IS LARGER THAN THAT, YOU MUST PAY FOR ADDITIONAL BOOTHS.