

Exhibiting at the only  
State-Wide Onsite  
Wastewater Show!

Opportunities to network with  
onsite wastewater contractors  
throughout Missouri!

Learn about new industry  
technologies!

Exhibit your products at Trade  
Show!

Sponsorship opportunities!

Breakfast, Lunch, Break, and  
Social Event sponsorships  
available!

Advertise in the printed  
Conference Program every  
attendee receives!



**MISSOURI  
SMALLFLOWS  
ORGANIZATION**

2026 MISSOURI SMALLFLOWS  
ORGANIZATION CONFERENCE & TRADE  
SHOW

JANUARY 20-21, 2026

PRE-CONFERENCE ON JANUARY 19, 2026

MARGARITAVILLE RESORT

OSAGE BEACH, MISSOURI





2026 MSO Conference & Trade Show  
January 20-21, 2026  
Margaritaville Resort – Osage Beach, Missouri

Dear Exhibitor,

The Missouri Smallflows Organization (MSO) presents the 2026 MSO Conference & Trade Show on January 20-21, 2026. The Trade Show is a very important part of our convention. Contractors come from across the state to earn CEUs and visit YOU about your products. We have built in time to build networking opportunities with Missouri onsite wastewater professionals. This is the only state-wide onsite wastewater show in Missouri. Don't miss out on this great opportunity.

At the 2026 Conference & Trade Show, MSO will have multiple booths available for purchase. The show will be held at the Margaritaville Resort in Osage Beach. The Exhibit Hall is in a carpeted ballroom right next door to the General Session and across the hallway from the breakout sessions. The 1.5 day conference is a great chance to showcase your company and products.

While we are still planning our speaker line-up but we anticipate a great turn out. Every year, we attract over 300 professionals and continue to grow.

The MSO Board of Directors is asking all exhibitors to help build our Door Prize Pool. Every year, our attendees state how much they enjoy the door prizes at the Roe-D-Hoe®. We are asking every exhibitor to either donate a \$75 item or \$75 for MSO to purchase an item that will have your company name announced as sponsoring the prize. Thank you for helping us continue this event for our members!

#### **Why join us for the 2026 MSO Conference & Trade Show?**

As an exhibitor, you get the chance to meet in-person with contractors to answer questions and showcase your products. MSO's mission is to promote professionalism in the onsite wastewater industry. Hosting this event annually brings together professionals to learn about new options in treatment and come up with solutions for Missouri.

This event is not possible without you. As an exhibitor, you promote our industry and professionalism. Our members attend and appreciate the Conference & Trade Show every year. It's a grand time during winter months to earn some CEUs, have some great food, and network with other professionals.

We look forward to having you at Osage Beach on January 20-21, 2026.

Best regards,

A handwritten signature in cursive script that reads "Tammy Trantham". The signature is written in a dark ink and is positioned below the "Best regards," text.

Tammy Trantham  
Executive Director  
Missouri Smallflows Organization



## Conference At-A-Glance

<b>Exhibit Hall Set-up from 11:30 AM – 4:45 PM</b> <b>Monday, January 19, 2026</b> <b>Kickoff Opening Welcome Reception in Exhibit Hall with Roe-D-Hoe from 5:00 PM – 7:00 PM</b> <b>*Don't miss this introductory time with customers!</b>	
<b>Tuesday, January 20, 2026</b> <ul style="list-style-type: none"><li>• 7:30 AM – 9:00 AM: Breakfast and Trade Show Open</li><li>• 9:00 AM – 10:30 AM: General Session</li><li>• 10:30 AM – 10:45 AM: Break in Exhibit Hall</li><li>• 10:45 AM – 11:45 AM: General Membership Meeting with Lunch</li><li>• 1:00 PM – 1:30 PM: Break in Exhibit Hall</li><li>• 1:30 PM – 2:30 PM: Breakout Session 1</li><li>• 2:30 PM – 3:00 PM: Break in Exhibit Hall</li><li>• 3:00 PM – 4:00 PM: Breakout Session 2</li><li>• 4:00 PM – 4:15 PM: Break in Exhibit Hall</li><li>• 4:15 PM – 5:15 PM: Breakout Session 3</li><li>• 5:15 PM – 7:30 PM: Membership Appreciation and Roe-D-Hoe Finals at Trade Show</li><li>• 8:00 PM – 10:00 PM: Evening Social at Fin City Bowling, Billiards &amp; Arcade</li></ul>	<b>Wednesday, January 21, 2025</b> <ul style="list-style-type: none"><li>• 7:15 AM – 8:00 AM: Breakfast in Exhibit Hall</li><li>• 8:15 AM – Exhibitors may tear down</li><li>• 12:00 PM – Exhibitors must be moved out of Exhibit Hall</li><li>• 8:00 AM – 9:00 AM: Breakout Session 4</li><li>• 9:30 AM – 10:30 AM: Breakout Session 5</li><li>• 10:45 AM – 11:45 AM: Breakout Session 6</li><li>• 11:45 AM – Conference adjourns</li></ul>
<b>*Agenda subject to change*</b>	

## Lodging Information

Make your room reservation early! Book online or call Margaritaville Resort to reserve your rooms.

### [Online Reservation Link](#)

Guest Rooms = \$123/night + taxes and resort fee

Call the Hotel for the One- or Two-Bedroom Suite Reservations. Phone: 1-800-826-8272.

One Bedroom Suite = \$186/night + taxes and resort fee

Two Bedroom Suite = \$270/night + taxes and resort fee

Margaritaville Lake Resort

Lake of the Ozarks

494 Tan Tar A Drive

State Road KK

Osage Beach, MO 65065

Website: [www.margaritavilleresortlakeoftheoarks.com](http://www.margaritavilleresortlakeoftheoarks.com)

### Pricing for the 2026 Conference, Newsletter & MSO Membership

The prices below show the pricing for the exhibition at the 2026 MSO Conference & Trade Show. Please note that 20x20 booths are no longer available. We have “quad” booths available to group 10x10 booths for larger floor space if you prefer. **Also, no concrete tanks or heavy equipment can be brought into the ballroom. If you have questions about what is allowed, please reach out to MSO.** We will still have the Roe-D-Hoe competition as we have special permission for an electric mini-excavator.

We encourage you to add on MSO Newsletter advertising and membership! The MSO Newsletter, Outhouse Post, is sent out via print or email to our 650+ membership. This quarterly newsletter is a great way to keep your company in front of customers!

Booth Size	Cost per Booth	Cost for 2 <sup>nd</sup> Booth or more
Quad – 4 – 10x10 booths	\$2,050	----
Individual 10x10	\$700	\$450
		+ upgrade to full page ad
	Each 10x10 booth includes: <ul style="list-style-type: none"><li>• 1 – 6’ skirted table</li><li>• 2 chairs</li><li>• Wastebasket</li><li>• Sign for company</li></ul>	
Quad Booth includes:	1. Full Page Ad in Conference Program 2. Your company’s logo with website link on the MSO website	
10x10 Booth includes:	1. Half Page Ad in Conference Program 2. May upgrade to Full Page Ad for \$250 (If purchasing 2 <sup>nd</sup> booth or more, full page ad upgrade included) 3. Your company’s logo with website link on the MSO website	
Every exhibiting company is asked to provide either a \$75 item or \$75 towards the Door Prize Pool.		
NOTE: Electricity is available through Margaritaville. Please see Amenity Form starting on page 13 to order electricity directly though Margaritaville.		
MSO Newsletter Advertising		
Full Page Ad	4 issues	\$1,500
Half Page Ad	4 issues	\$800
MSO Membership		
Company Membership (up to 4 members)		\$470
Individual Membership		\$170

Conference Advertising information will be sent out after the completed registration is received to the MSO Office.

Any booth reservation cancellation must be received by December 23, 2025. Booth reservations will be refunded less a \$50 processing fee. No refunds after December 23, 2025.

### Door Prize Pool:

The MSO Board of Director's is asking that all exhibiting companies provide a \$75 item or \$75 towards our Door Prize Pool. If you choose to pay \$75, MSO will purchase a door prize to give out in your company's name. Our MC of the Roe-D-Hoe will recognize companies as the prizes are awarded. There will be a "Bingo" game for attendees to visit booths to qualify for prizes. This has increased traffic for vendors in their booths! Thank you for supporting our effort to increase door prizes for our conference attendees!

## Additional Conference Sponsorship Opportunities

<b>\$1000 Welcome Reception Sponsor</b> This event is on Monday (1/19) evening.	Includes: <ul style="list-style-type: none"> <li>Sponsorship for Welcome Reception in the Exhibit Hall on Monday, January 19</li> <li>Signage and recognition at the Roe-D-Hoe kickoff event!</li> <li>Special sign to display at booth</li> </ul>
<b>\$800 Sponsorship Breakfast or Lunch</b>	Includes: <ul style="list-style-type: none"> <li>Signage for your company for sponsoring breakfast Tuesday &amp; Wednesday morning</li> <li>Signage for your company for sponsoring the Membership Lunch on Tuesday</li> </ul>
<b>\$700 Sponsorship Breaks</b>	Includes: Signage for your company for sponsoring breaks
<b>Evening Social Sponsorships</b> <b>Tuesday, 1/20 from 8:00 PM – 10:00 PM</b>	
<b>\$500 Bowling Lane Sponsor at Evening Social at Fin City Bowling</b> This event is on Tuesday (1/20) evening; 8:00 PM – 10:00 PM.	Includes: <ul style="list-style-type: none"> <li>Dedicated Bowling Lane (1) for your company for Social Event (Maximum of 5 lanes available; 5 people per lane)</li> <li>Signage to recognize your company for sponsoring the bowling lane</li> <li>Special Sign to display at booth recognizing sponsorship</li> </ul>
<b>\$500 Billiards Sponsor at Evening Social</b> This event is on Tuesday (1/20) evening; 8:00 PM – 10:00 PM.	Includes: <ul style="list-style-type: none"> <li>Dedicated Billiards Table (1) for your company for Social Event (Maximum of 5 tables available)</li> <li>Signage to recognize your company for sponsoring the billiards table</li> <li>Special Sign to display at booth recognizing sponsorship</li> </ul>

<p><b>\$250</b></p> <p><b>Dart Boards Sponsor at Evening Social</b></p> <p><b>This event is on Tuesday (1/20) evening; 8:00 PM – 10:00 PM.</b></p>	<p>Includes:</p> <ul style="list-style-type: none"> <li>• Dedicated Dart Board (1) for your company for Social Event (Maximum of 2 boards available)</li> <li>• Signage to recognize your company for sponsoring the dart board</li> <li>• Special Sign to display at booth recognizing sponsorship</li> </ul>
<p><b>\$250</b></p> <p><b>Shuffleboard Sponsor at Evening Social</b></p> <p><b>This event is on Tuesday (1/20) evening; 8:00 PM – 10:00 PM.</b></p>	<p>Includes:</p> <ul style="list-style-type: none"> <li>• Dedicated Shuffleboard (1) for your company for Social Event (Maximum of 1 available)</li> <li>• Signage to recognize your company for sponsoring the shuffleboard</li> <li>• Special Sign to display at booth recognizing sponsorship</li> </ul>

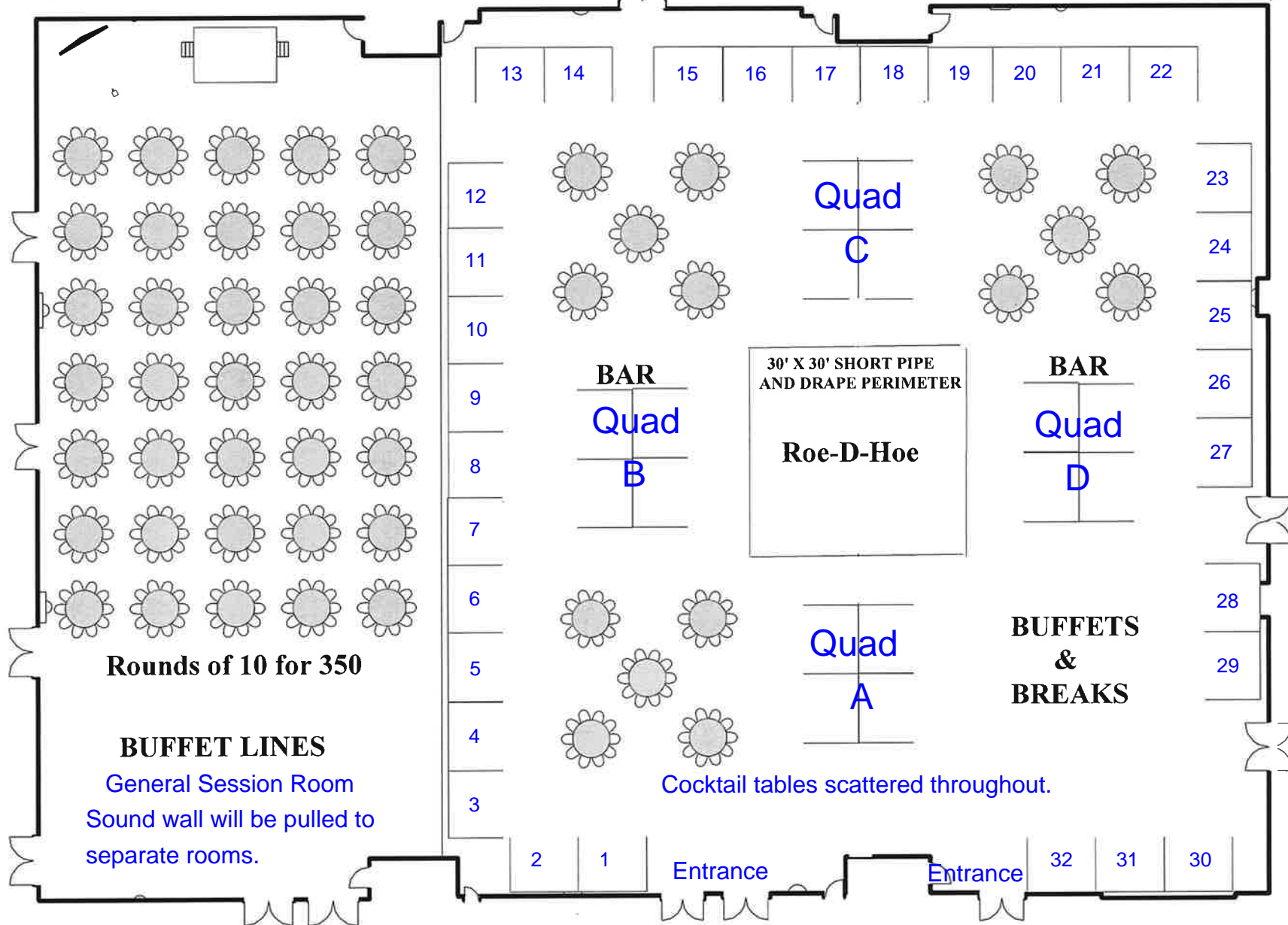


# MO SMALLFLOWS ORGANIZATION

Grand Ballroom  
Monday, 1/19/26



Booths marked with red X are reserved. See next page.



48) 8'X10' BOOTHS

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## MSO Exhibit Hall Booth Assignments

Note: There may only be one Bar available. If a company wants to sponsor the Welcome Reception they will be given priority to Quad B or Quad D to have the bar by their booth selection. Maximum of two bar placements will be available.

---

Booth Number	Company
Quad A	
Quad B	
Quad C	
Quad D	
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	

Booth Number	Company
21	
22	
23	
24	
25	
26	
27	
28	
29	
30	
31	
32	



## Registration Form for 2026 MSO Conference & Trade Show

Contact Name: \_\_\_\_\_ Attending show? \_\_\_Y \_\_\_N  
Company Name: \_\_\_\_\_  
Phone: \_\_\_\_\_ Email: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

### 2025 Conference & Trade Show Booth Reservation

Booth Sizes	Price:	Selection:
Quad Booth (Full page ad)	\$2,050.00	_____
10x10 Booth (Half page ad)	\$700.00	_____
*Upgrade to Full Page Ad	\$250.00	_____
<b>2<sup>nd</sup> Booth or more:</b>		
10x10 Booth	\$450.00	_____
*Includes upgrade to full page ad		

### Preferred Booth(s):

1<sup>st</sup>: \_\_\_\_\_  
2<sup>nd</sup>: \_\_\_\_\_  
3<sup>rd</sup>: \_\_\_\_\_

We will accommodate to the best of our ability. See page 5 or [website](#) for most up-to-date layout.

### REQUIRED:

My company will donate a \$75 item or pay \$75 for the door prize pool \_\_\_\_\_ Bringing a \$75 item  
\_\_\_\_\_ Paying \$75

### Additional Conference Sponsorship Opportunities:

\$1,000 Welcome Reception \_\_\_\_\_  
\$800 Sponsorship Breakfast \_\_\_\_\_ or Lunch \_\_\_\_\_  
\$700 Sponsorship Breaks \_\_\_\_\_

### Evening Social Sponsorship – Tuesday, 1/20

Bowling Sponsorship \$500/lane \_\_\_\_\_ qty<sub>(max 5)</sub>  
Billiards Sponsorship \$500/table \_\_\_\_\_ qty<sub>(max 5)</sub>  
Dart Boards \$250/board \_\_\_\_\_ qty<sub>(max 2)</sub>  
Shuffleboard \$250 \_\_\_\_\_ qty<sub>(max 1)</sub>

**Vendor Representatives:** You receive two booth attendees per booth purchased. Additional booth attendees are \$150 each.

1. \_\_\_\_\_ 2. \_\_\_\_\_  
3. \_\_\_\_\_ 4. \_\_\_\_\_  
5. \_\_\_\_\_ 6. \_\_\_\_\_

### MSO Annual Membership

\_\_\_\_\_ Company Membership \$470 -up to 4 members  
\_\_\_\_\_ Individual Membership \$170  
\*fill out next page 8 or 9 for membership

### MSO Newsletter Advertising

\_\_\_\_\_ Full Page Ad – 4 issues \$1,500  
\_\_\_\_\_ Half Page Ad – 4 issues \$800

**Grand Total:** \_\_\_\_\_

Make check payable to:

Missouri Smalflows Organization

2733 E. Battlefield #132

Springfield, MO 65804

Pay by credit card?

Contact MSO. No AmEx.

**Signature Required**

I authorize the 2026 MSO Conference & Trade Show to reserve exhibit space and/or marketing opportunities for my company's use. I acknowledge and agree to comply with the Conference Exhibiting Terms and Conditions on the following pages.

Signature \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

## 2026 Missouri Smallflows Conference & Trade Show Exhibiting Terms & Conditions

### **1. POLICY**

The Missouri Smallflows Organization (MSO) hosts the 2026 MSO Conference and Trade Show (hereinafter referred to as "Conference"), and the MSO Board of Directors is the ultimate authority responsible for the policies and procedures contained herein. Enforcement of policies and procedures are assigned to Conference Show Management (hereinafter referred to as "Show Management"). All businesses participating in the Conference must submit a Vendor Registration Form and Contract. In signing this contract, the company/business agrees to comply with all the following procedures and terms & conditions within this document.

### **2. APPLICATION AND PARTICIPATION**

#### **2.1 Procedures**

Application for booth space must be made on the printed form provided by the Show Management. The prospective exhibitor will provide the requested information on the Vendor Application & Contract, which must be signed by a person who has authority to act on behalf of the prospective exhibitor. Show Management reserves the absolute right to reject any such application for any reason.

#### **2.2 Payment**

Full payment for booth space must be received with the signed contract either through credit card or business check. All checks are made payable to Missouri Smallflows Organization. No application will be accepted without payment. Returned checks will be charged a \$50.00 fee and may be released from reservation without refund at the discretion of MSO's Executive Director.

#### **2.3 Non-Endorsement**

Acceptance of a booth space application in no way implies endorsement of the Exhibitor by MSO. Accordingly, the Exhibitor agrees that it shall not state, suggest, or imply approval or endorsement by MSO. Further, the Exhibitor agrees not to use MSO's name, logo or intellectual property in any other undertakings without the written consent and permission of MSO.

#### **2.4 Conference Cancellation or Relocation**

In the event of cancellation or relocation of the contracted conference due to circumstances within the Association's direct control, the liability of MSO will be limited to the refund of payment received for contracted exhibit space. In the event the Association has no control over

the cancellation or relocation of any conference, the Association will have no liability of any kind but may in its discretion refund any fees paid by the exhibitor.

#### **2.5 Exhibitor Cancellation**

Should the exhibitor be unable to occupy and use the exhibit space contracted for and notifies the Association in writing by the deadline stated within the meeting brochure, all fees paid by the exhibitor, less processing fee, will be refunded. No refund of any fees after stated deadline, unless authorized by the MSO Board of Directors.

#### **2.6 Default Occupancy**

Any business or exhibitor failing to occupy the space contracted with MSO is not relieved of the obligation to pay for such space at the full rental price. MSO will have the right to use the vacant space as it sees fit to eliminate blank space in the exhibit hall, provided such booth space is not occupied by two hours before the official show opening.

#### **2.7 Insurance**

In all cases, exhibitors wishing to insure their goods must do so at their own expense.

#### **2.8 Personnel**

All booth personnel must be registered for the conference. No exceptions.

### **3. USE OF BOOTH SPACE**

#### **3.1 Space Assignment**

Assignment of space is determined solely by Show Management. Exhibitor preferences are honored as much as possible but cannot be guaranteed. Show Management reserves the right to reassign a booth location if necessary.

#### **3.2 Exposition Booths and Equipment**

Based on the defined agreement/contract for the individual show, standard booth equipment (back and side wall draping, identification sign, table and 2 chairs) will be included within the fee charged by MSO, and without additional cost to the exhibitor.

#### **3.3. Re-Assignment of Booth Space**

No exhibitor or business shall assign, sublet, or apportion the whole or part of its allotted exhibit space. The space contracted for is to be used solely for the exhibitor whose name appears on the contract.

#### **3.4. Space Limitations**

If a company or exhibitor plans to install a completely constructed display of such character that the exhibitor will not require or desire the use of standard booth equipment, no part of this equipment will project out of the assigned space so as to obstruct the view of

adjacent booths. No part of any display can project out of assigned space into aisles causing foot traffic to be obstructed.

#### **3.5. Space Maintenance**

The company/exhibitor must at their own expense maintain and keep in good order all of the area within the exhibit and the space for which the contract stipulates.

#### **3.6 Union Labor**

Exhibitors are required to observe all union contracts in effect among show management, official contractors, facilities and various labor organizations represented. All labor required for installation or dismantle, decoration or use of equipment must be ordered through the official service contractor.

#### **3.7 Protection of Exposition Facility**

Nothing shall be posted on, or tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of the hotel and/or exposition area without permission of the Association and the proper building authority. Packing, unpacking and assembly of exhibits will be done only in designated areas and in conformity with directions of Show Management.

#### **3.8 Installation and Dismantling**

Specific requirements as to the time for installation and dismantling of exhibits will be supplied to each business and/or exhibitor for the particular conference. Such requirements shall be binding upon the exhibitor as though fully set forth herein. All displays must be in place and set two hours prior to the official opening of the show. Space not occupied or set up by that time may be reassigned for other purposes by Show Management.

#### **3.9 Fire Regulations**

All materials used in the exhibit booths must be of flame-proof materials and conform to all fire department regulations.

### **4. EXHIBITOR ACTIVITIES**

#### **4.1 Conduct**

Vendors and their personnel are to treat all convention attendees, and staff involved with the convention in a professional and courteous manner. Argumentative and disruptive behavior is unacceptable and will not be tolerated.

#### **4.2 Exhibit and Marketing Activities**

Displays and exhibits will be shown only in the official exposition area as established by Show Management. Each exhibit and all exhibitor marketing activities shall be enclosed entirely within the floor space allocated and shall not

interfere with the light, space, or view of any other exhibit. Distribution of samples and printed material are restricted to the exhibit booth. The aisles, passageways, and other areas where traffic occurs remain under control of Show Management. Space must be left within the exhibit area to absorb the booth personnel and spectators. At the sole discretion of Show Management, should spectators interfere with the normal traffic flow in the aisle, overflow into neighboring exhibits, or divert aisle traffic, the demonstration will be limited or eliminated. No signs, decorations, banners, advertising material or special exhibits are permitted in the aisles or elsewhere in the Margaritaville Resort.

#### **4.3 Event Conflicts**

Show Management policy prohibits extraneous events being scheduled during the defined and publicized exposition hours. The exhibitor agrees not to extend invitations, call meetings, or otherwise encourage absence of members or exhibitors from the conference or exposition hall during the official hours of the conference and exposition. Failure to observe this requirement may result in expulsion from the exposition and other sanctions.

#### **4.4 Booth Occupancy**

A vendor's booth(s) shall be occupied at all times when the exhibit hall is open. Vendors are not allowed to close down their booth(s) prior to the designated time. Violators will pay a \$100 retainer to exhibit at future shows.

#### **4.5 Sound**

The noise level from any demonstration or sound system should be kept to a minimum and should not interfere with others. Any speakers must be directed into the middle of the exhibitor's booth space. The use of sound systems or equipment producing sound is an exception to the rule, not a right. Show Management reserves the right to determine at what point sound constitutes interference with others and must be discontinued.

#### **4.6 Lights**

Those displaying simulated UV lights must mask the lights with smoked Plexiglass or drape so that the lights do not disturb neighboring exhibitors.

#### **4.7 Equipment Demonstrations and/or Entertainment**

If equipment or displays with moving parts occurs, it must be presented and function in a safe manner with appropriate safeguards to assure the safety of all present in the exhibition halls or outdoor exhibition areas. Show Management reserves the right, in its sole discretion, to restrict demonstrations or entertainment which is objectionable or disruptive to the overall character of the Exhibition or conference.

#### **4.8 Giveaways, Contests, Drawings**

If exhibitors wish to hold a giveaway, contest or prize drawing, they must do so in a way which

will not interfere with the ability of other exhibitors to conduct business in their booths, nor with the operation and management of the conference itself.

#### **4.9 Food Service**

All food and beverages must be secured through the conference facility or official conference caterer.

#### **4.10 Alcohol**

No alcohol is to be distributed by exhibitors in the Exhibit Hall without the permission of Show Management.

### **5. GENERAL EXPOSITION POLICIES**

All companies/businesses participating in the Conference must agree to abide with the general procedures established for the conduct of a successful event and program.

#### **5.1 Access to Exposition**

Show Management has the authority to grant or restrict access to all individuals who desire to enter the exposition.

#### **5.2 Banner Displays**

MSO reserves the right to display banners in areas of their own choosing, including but not limited to, banners from sponsors and event sponsors.

#### **5.3 Cameras**

Exhibitor grants to MSO a perpetual non-exclusive license to photograph display and otherwise use any likeness of the Exhibitor's exhibit for the purpose of advertising future activities of MSO or future exhibitions. Other than that exception, only the Exhibitor may grant permission to have his/her exhibit and/or product photographed or captured on video recording devices, including mobile phones. Any exhibitor taking photographs or video of another's exhibit or product without expressed or written permission must relinquish the digital media upon request.

#### **5.4 Age Requirements for Admittance**

Children under the age of 18 years old entering the exhibit hall during show hours must be accompanied by a parent or guardian at all times. The parent or guardian assumes all risk and responsibility for the child(ren). Children are not allowed in the hall during move-in and move-out.

### **6. AGREEMENT TO TERMS AND CONDITIONS**

Each company/business or exhibitor, for himself and his employees and agents, agrees to abide by these conditions, and that it is understood and agreed that the sole control of management of the conference/tradeshow exposition rests on the Missouri Smallflows Organization, represented by Show Management.

### **7. VIOLATIONS OF PROCEDURES AND CONDITIONS**

Any of the following actions by an exhibitor shall constitute a violation of the conditions of the Vendor Application & Contract.

- a. Use of a display of equipment, products or services which varies in any significant way from the description on the Application.
- b. Violation of any municipal, state, or federal laws, rules or regulations.
- c. Failure to follow procedures prescribed in sections 1 through 6.

### **8. LIABILITY**

**8.1** MSO undertakes no duty to exercise care, nor does it assume any responsibility, for the protection and safety of the exhibitor, his/her officials, agents or employees, or for the protection of the property of the exhibitor or his/her representatives, or of property used in connection with the exhibit, from theft or damage or destruction by fire, accident or other cause. Small and easily portable articles shall be properly secured or removed after exhibition hours and placed in safekeeping by the exhibitor. Any security protection exercised by the Association shall be deemed purely gratuitous on its part and shall in no way be construed to make it liable for any loss or inconvenience suffered by the exhibitor.

**8.2** The exhibitor agrees to indemnify and hold MSO and its agents harmless from all such claims and from all claims or liability of any nature whatsoever arising from the activities of the exhibitor or any of his representatives or from the display or use of property of the exhibitor.

**8.3** The Exhibitor is solely liable for the operation of all displays and agrees to indemnify and hold MSO, its officers, directors, volunteers, employees, conference partners, guests, invitees, and agents harmless from any and all claims of liability arising out of Exhibitor's exhibit, demonstrations and the like.

**8.4** MSO shall not be liable for any failure to deliver space to an exhibitor or for the loss of allotted space of an exhibitor, who has contracted for exhibit space under the terms of this agreement, if non-delivery is due to any one of the following causes: destruction of or damage to the building or exhibit area by fire or act of God; acts of a public enemy; strikes; the authority of the law; or any cause beyond its control.

**8.5** The exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of exhibitor's activities on the Hotel premises and will indemnify, defend, and hold harmless the Hotel, its owner, and its management company, as well as their respective agents, servants, and employees from any and all such losses, damages, and claims.

### **9. ENFORCEMENT OF POLICY AND PROCEDURES**

Enforcement of this agreement will occur through Conference Show Management, in consultation with the MSO Board of Directors.



### Why become a member of the Missouri Smallflows Organization?

Missouri Smallflows Organization (MSO) is a state-wide organization on that brings together wastewater professionals to provide a network of information on and education on. Not only will you have the opportunity to take part in an annual conference and trade show but you will get discounts on classes to keep up your state license.

#### Registration Form

Yes! Sign me up for membership with MSO!

\_\_\_\_ Company Membership at \$470 (up to four members)

\_\_\_\_ Additional Members - \$100/ each

Member 1: \_\_\_\_\_

Member 2: \_\_\_\_\_

Member 3: \_\_\_\_\_

Member 4: \_\_\_\_\_

Additional Members: \_\_\_\_\_

**Member 1 is the NOWRA Member.**

Company: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

County: \_\_\_\_\_

Company Phone Number: \_\_\_\_\_

	Preferred Phone Number	Email Address
Member 1		
Member 2		
Member 3		
Member 4		

	Email Updates? Y or N	Newsletter via Email or Mail?
Member 1		
Member 2		
Member 3		
Member 4		

#### Send form and payment to:

Missouri Smallflows Organization  
2733 E Battlefield #132  
Springfield, MO 65804  
Phone: 417-631-4027  
Email:  
[contact@mosmallflows.org](mailto:contact@mosmallflows.org)

\_\_\_\_ Check here if card billing address same as above

Card #: \_\_\_\_\_

Exp: \_\_\_\_/\_\_\_\_ CVV: \_\_\_\_\_

Name on Card: \_\_\_\_\_

Card Billing Street Address: \_\_\_\_\_

Card Billing ZIP code: \_\_\_\_\_

# MARGARITAVILLE<sup>®</sup>

## Lake Resort

LAKE OF THE OZARKS

### **WELCOME Margaritaville Lake Resort Exhibitor**

Included with your exhibit space is: 1) 6' x 30" draped and skirted table;  
2) chairs; 1) wastebasket; and carpeted 8' x 10' area

**PLEASE COMPLETE THE FOLLOWING INFORMATION  
AND FAX/MAIL YOUR ORDER ALONG WITH THE FORM OF PAYMENT.**

494 Tan Tar A Drive, P O Box 188TT, Osage Beach MO 65065  
Hotel Phone #: (573) 348-3131  
\* **Fax: 573-348-8605**  
**Email: [exhibits@mvresortlakeoftheozarks.com](mailto:exhibits@mvresortlakeoftheozarks.com)**

Margaritaville Lake Resort **does not** allow any food or beverages to be brought into the Exhibit Areas. Please contact the Catering Department for any food or beverage requirements at (573) 348-8551.

Qty	Item EQUIPMENT	Pre-Order Price	On-Site Price
	Additional 6'x30" Draped & Skirted Table(s), <b>One time charge</b>	\$ 30.00 each	\$ 35.00 each
	Additional 6'x18" Draped & Skirted Table(s), <b>One time charge</b>	\$ 30.00 each	\$ 35.00 each
	High Back Bar Stool, <b>One time charge</b>	\$ 20.00 each	\$ 25.00 each
	Cocktail Tables (tall), <b>One time charge</b>	\$ 30.00 each	\$ 35.00 each
<b>AUDIOVISUAL</b>			
	6'x6' Tripod Screen <b>per item/per day</b>	\$ 55.00	\$ 65.00
	Easel(s) <b>per item/per day</b>	\$ 20.00	\$ 25.00
	Extension Cord(s), or Power Strip(s) <b>per item/per day</b>	\$ 13.00	\$ 19.00
	32" Flat Screen Monitor <b>per item/per day</b>	\$ 150.00	\$ 200.00
	37" Flat Screen Monitor <b>per item/per day</b>	\$ 175.00	\$ 225.00
	High Speed Internet (Dedicated Line), <b>per day</b>	\$ 95.00 <b>per day</b>	\$ 125.00 <b>per day</b>
<b>ELECTRICAL SERVICE</b>			
	Set(s) of Two, 110V Electrical Outlets, <b>One time charge</b>	\$ 75.00	\$ 85.00
	Set(s) of 220 Amp Electrical Service, <b>One time charge</b>	\$ 150.00	\$ 190.00
<b>MISCELLANEOUS SERVICES</b>			
	Fork Lift Technician, <b>One hour minimum charge</b>	\$75.00	\$95.00
	Hotel Assistance with Oversized Freight, <b>One hour minimum charge</b>	\$75.00	\$95.00
	<b>Total</b>		

**ALL ABOVE ITEMS INCLUDE BANQUET ADMINISTRATION SERVICE FEE AND SALES TAX.**

If Tax Exempt, please send a current Missouri State Tax Exempt Letter with Exhibit Form

**Please Complete the Payment Information on Page 2!**

**IF PAYMENT IS NOT RECEIVED IN ADVANCE,  
PAYMENT MUST BE MADE AT EXHIBIT SET UP, AT THE ON-SITE PRICE**

**PLEASE PRINT OR TYPE LEGIBLY**

Full Name of  
Conference: \_\_\_\_\_

Dates of Conference: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

**PRINTED**  
**NAME:** \_\_\_\_\_ **Signature:** \_\_\_\_\_

Payment Enclosed: Yes \_\_\_\_\_ No \_\_\_\_\_ If no, charge to guestroom of: \_\_\_\_\_

Last 4 Digits of Credit Card #: \_\_\_\_\_

**\*\* Credit Card Must Be Present at the Time of the Event to Complete Payment \*\***

\*\*\*\*\*

**FOR SHIPPING OF EXHIBIT MATERIALS  
AND DISPLAY ASSEMBLY, PLEASE UTILIZE  
PAGE & BROWN CONVENTION SERVICES  
5744 Chapel Drive  
Osage Beach, MO 65065  
Phone: 573-348-5176 \* [service@pagebrown.com](mailto:service@pagebrown.com)**

Margaritaville Lake Resort will not be responsible or liable for any loss, damage or claims arising out of exhibitor's activities on the Hotel's premises except for any claims, loss, or damages arising directly from its negligence.



# Page & Brown Convention Services

5744 Chapel Drive  
Osage Beach, MO 65065

Phone 573 - 348 - 5176  
Fax 573 - 348 - 5177  
Web Site [www.pagebrown.com](http://www.pagebrown.com)  
Email [service@pagebrown.com](mailto:service@pagebrown.com)

## Exhibit Material Handling

### Shipping Instructions - Incoming

NO COLLECT SHIPMENTS WILL BE ACCEPTED. **Send shipments PRE-PAID to the above address, with the following information.**

Name of Show: \_\_\_\_\_

Date of Show: \_\_\_\_\_

Location of Show: \_\_\_\_\_

Company Name: \_\_\_\_\_

Booth \_\_\_\_\_ # (s) (If known)

C/O Page & Brown Convention Services

5744 Chapel Drive

Osage Beach, MO 65065

- If you will be shipping freight, we require this form to be on file with payment, before the arrival of your exhibit material.
- Shipments (each item) must be labeled with all of the above information to insure delivery to proper booth.
- If phone calls are necessary to determine necessary show delivery information, there will be a \$50 surcharge added.
- **200 lb minimum per shipment.** Except small package shipment, see V in rate schedule below.
- If weight of shipment is known, pre-payment may be made by check. See rate schedule below.
- Shipments should be made early, to be delivered to above address, at least three days prior to set-up date.
- Shipments which arrive after the start of exhibitor move in, and require a special trip to the site, will be charged an additional \$50.

### Outgoing Shipping Instructions

- Representative at show site will be expected to label their containers and furnish us with shipping documents.
- Pre-printed shipping documents with your account number will help expedite outgoing shipping.
- Our outgoing material handling form will be provided at show site. We require that it be completed and left with shipment.
- **It is your company's responsibility to call carrier and arrange for pickup, if shipping with other than UPS or Federal Express.**
- When time frame allows, we request that pick ups be scheduled at our warehouse, the next business day after show closes.

Page & Brown will provide the following services:

Receive and store shipments (30 days free storage allowed).

Delivery to booth, prior to exhibitor set-up time.

Removal and return of empty crates to and from booths.

Handling out of the Exhibit site at conclusion of the show.

**For Labels & More Information Visit Our Web Site**

[www.pagebrown.com](http://www.pagebrown.com) /Click On Exhibit Material Handling

**\*\*\* Keep Your Shipment Tracking Numbers\*\*\***

RATE SCHEDULE		All weights rounded off to the next 100 lb. Each shipment is considered separately		Per 100 lb.	200 lb minimum
I	ADVANCE SHIPMENTS	Shipments received at warehouse. Shipments of Common Freight And Crated Exhibits will be received and stored, up to 30 days prior to show, and delivered to booth at show site. Any necessary handling of empty containers to and from storage and outgoing handling at conclusion of show.....			
				\$55.00.....	\$110.00
II	RECEIVING AT SHOW SITE	Shipments received at show site during exhibitor move in period only. early shipments will be refused. Includes receiving, delivery to booth, any necessary handling of empty containers to and from storage, and outgoing handling at conclusion of show.....			
				\$60.00.....	\$120.00
III	OUTGOING HANDLING ONLY	.....			
				\$50.00 .....	\$100.00
IV	HANDLING UNCRATED MATERIAL	Rates in Item I and Item II above apply to Common Freight and Crated Exhibit Material Shipments of more than 10 loose boxes will have a 30% surcharge to above rates to cover additional handling time.....			
					Plus 30%
V	SMALL PACKAGE SHIPMENT.	Shipments weighing 30 lbs or less.....			
				\$55	

### LIMITS OF LIABILITY AND RESPONSIBILITY

We will not be responsible for uncrated, improperly packed materials or concealed damage. We will not be responsible for damages or loss of materials after delivery to booth, during installation time, or at conclusion of show prior to delivery to outbound carrier. Therefore, exhibitor should contact their insurance carrier if necessary, to provide insurance coverage for materials from the time they leave your firm until they are returned after the show. Limit of liability is \$.25 per lb. per article, with a maximum liability of \$50.00 per item, and a maximum of \$1,000.00 per shipment

**Hotels – Convention Centers Will Not Accept Freight As They Do Not Have The Facilities To Receive Or Store Freight**

Trade Show	Amount Paid	Weight
Contact	Telephone	
Company Name	Email	
Address	City	State Zip
Card #	Exp. Date	Code Authorized By

**200 lbs minimum per shipment. Except small package shipments, see V in rate schedule above.**



**PLEASE LABEL SHIPMENT AS FOLLOWS:**

**SHIP TO:**

**NAME OF SHOW:** \_\_\_\_\_ **BOOTH #:** \_\_\_\_\_

**LOCATION OF SHOW:** \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
(TELEPHONE #)

**NUMBER** \_\_\_\_\_ **OF** \_\_\_\_\_ **PIECES**

**C/O PAGE & BROWN CONVENTION SERVICES**  
**5744 CHAPEL DRIVE**  
**OSAGE BEACH, MO 65065**

**SHIP TO:**

**NAME OF SHOW:** \_\_\_\_\_ **BOOTH #:** \_\_\_\_\_

**LOCATION OF SHOW:** \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
(TELEPHONE #)

**NUMBER** \_\_\_\_\_ **OF** \_\_\_\_\_ **PIECES**

**C/O PAGE & BROWN CONVENTION SERVICES**  
**5744 CHAPEL DRIVE**  
**OSAGE BEACH, MO 65065**

**SHIP TO:**

**NAME OF SHOW:** \_\_\_\_\_ **BOOTH #:** \_\_\_\_\_

**LOCATION OF SHOW:** \_\_\_\_\_

**COMPANY NAME:** \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
(TELEPHONE #)

**NUMBER** \_\_\_\_\_ **OF** \_\_\_\_\_ **PIECES**

**C/O PAGE & BROWN CONVENTION SERVICES**  
**5744 CHAPEL DRIVE**  
**OSAGE BEACH, MO 65065**



Mailing Address:  
2733 E. Battlefield #132  
Springfield, MO 65804

Phone: (417) 631-4027

Email: [contact@mosmallflows.org](mailto:contact@mosmallflows.org)

Tammy Trantham, Executive Director