

February 16, 2024

Dear Vendor:

On behalf of the NCAMES Board of Directors, I would like to extend a personal invitation to you and your organization to join us at this year's 61st Annual NCAMES Engineering and Operations Conference and the 25th Annual NCAMES Lineman's Rodeo.

The NCAMES Annual Engineering and Operations Conference is designed to assist North Carolina Municipal Electric System personnel in enhancing their knowledge and skills in their respective areas of expertise. It is a time where Municipal electric system employees can come together and network with one another and participate in training and education opportunities.

During the NCAMES Conference all attendees will have the opportunity to see and meet new and existing vendors in our industry. Vendors will have a diverse audience to promote new and exciting products and services offered in today's electric utility industry. With over 70 public power providers in the North Carolina and over 300 expected attendees from across the state, this is a great opportunity to display your products, services, and latest technologies.

Vendors play a tremendous role in the success of our annual. We have made every effort to ensure each vendor gets adequate exposure during this year's conference and we will work diligently to ensure your expectations are met. We encourage feedback and use it to improve our conference each year. Both positive and negative comments are welcome.

The Conference will be held Tuesday, May 7th through Thursday, May 9th at the Cabarrus Arena & Events Center located at 4751 Highway 49 North in Concord, NC. The rodeo will take place in front of the Cabarrus Expo Center.

Display Booths:

The registration cost for your display is \$550 and includes the following:

- One (1) attendee registration (covers the conference, rodeo, and all meals associated with the events).
- One exhibit space as requested indoor (includes skirted 8' table & 2 chairs), outdoor, or rodeo); Additional chairs are \$3.00 each-see registration form

A second display booth area may be reserved for an additional \$250 (instead of \$550). Additional attendee passes (including conference, rodeo, and all meals associated with the events) may be purchased for \$100 each. Electricity access, other media charges (internet), and any additional tables or chairs are **NOT** included in the registration but can be provided upon request for the additional fee listed on the Vendor Registration Form. If you will need electric, the best inside exhibit spaces are against the walls of the exhibit area; however, power drops can be hung from the ceiling.

Outside Display Booth - Outdoor exhibit spaces of 10'W x 20'L are available in the parking areas adjacent to the Arena.

Rodeo Display Area – Spaces will be assigned on a first come, first served basis.

If you need to ship in exhibits in advance, the shipping address is 4751 Highway 49N Concord, NC 28025. On the shipping label, please put to the Attention: Kailey Tapp – Lineman Rodeo. If shipping items, Cabarrus Expo Center needs to know in advance as they will not be able to store shipments for excessive lengths of time, so scheduling shipments to arrive the week of the event would be best. As far as returns, if there is a return shipping label on the shipment, the UPS or FedEx trucks will be able to pick them up.

We completely understand that Vendors want the opportunity to socialize with attendees. It is also equally important that we have participation from attendees during schedule conference sessions. We have revised our agenda to help provide Vendors with additional opportunity to socialize and we therefore respectfully request that Vendors schedule their social interactions with attendees to not interfere with the conference agenda. **We also respectfully request to refrain from the open recruitment of municipal employees by Vendors.**

Conference Activities

Please keep in mind that all registered vendors and attendees are invited to participate in all Conference activities except for two: The Utilities Directors Dinner on Wednesday, May 8th and the Rodeo Judges Breakfast on Thursday, May 9th.

Please be sure and join us for this year's conference information sessions on Wednesday, May 8th. This year the sessions are again divided into two tracks. Technical sessions are tailored towards utility directors, engineers, and managers. Field sessions are tailored towards crew supervisors, linemen, and other field personnel. You are free to attend any session in either track based upon your needs and interest in the subject presented.

Vendors are cordially invited to join us at this year's Annual Business Meeting/Dinner/Rodeo Awards on the evening of Thursday, May 9th from 6:00 p.m. – 9:00 p.m. at the Cabarrus Arena & Expo Center (Gold Hall 2). Also, please join us in congratulating *the ElectriCities members who will be receiving 2023 Safety Awards and in congratulating our Hall of Fame inductee.*

Golf

We are pleased to announce that the 2024 Annual Golf tournament will be held at Highland Creek Golf Club located at 7101 Highland Creek Parkway, Charlotte, NC 28269 on Tuesday, May 7, 2024, with an 8:00 AM Check-In and 9:00 AM Shotgun Start (Captain's Choice). With the continued success and increased turnout, we have experienced year after year, we are once again suggesting that Vendors sponsor one or more teams. This provides additional networking opportunities with clients and the opportunity to cultivate client relationships. The cost of sponsoring a 4-person team will be \$300 per team and includes the green and cart fees, lunch, prizes, and snacks for the day. Please note that there will be a limit of 25 teams (100 golfers maximum) and all teams over the limit will be placed on the waiting list in the order in which the registration was received. Please indicate on the registration and sponsorship form if you wish to sponsor a team and/or anything else associated with the golfing event. The golfing event

registration deadline is April 15, 2024. For more information, questions, or concerns, please contact Jonathan Misenheimer at (704) 984-9620 or jmisenheimer@ci.albemarle.nc.us.

Sporting Clay

We are pleased to announce that the 2024 Annual NCAMES Sporting Clay Tournament will be held at Hyatt Farms Shooting Complex located at 990 Burnsville Church Road, Polkton, NC 28135 on Tuesday, May 7, 2024, at 9:00 a.m. As with the Golf Tournament we encourage Vendors to sponsor teams. This event has evolved into a much-anticipated event with many attendees choosing it over the golf tournament. Sponsorships are \$500 per team and include the ammo, lunch, and targets. The 4-person teams must provide their own guns (either a 12 or 20-gauge). Carts are allowed if they stay on the path and follow the course rules. You may bring your own or rent. Please indicate on the registration and sponsorship form if you wish to sponsor a team and/or anything else associated with the sporting clay event. **Teams or changes made after the deadline date of April 1, 2024, will NOT be eligible for prizes, trophies, or guaranteed a spot in the event.** No entries will be accepted the day of the event. **Please do not contact range for event details.** For more information, questions, or concerns, please contact Keith Alligood at (252) 253-2777 or kalligood@ayden.com.

Annual Lineman's Rodeo

Thursday, May 9th, is dedicated to our 25th Annual NCAMES Lineman's Rodeo. The Rodeo site will be located adjacent to the Cabarrus Expo Arena and there is vendor area available as part of your registration and we encourage you to come out and join us in cheering on these competitors as they have worked extremely hard in preparing for this event. Also, please make plans to attend the Rodeo Social and Awards Ceremony that will be held on Thursday, May 9th at 6:00 p.m. in the Cabarrus Arena & Event Center (Gold Hall 2).

Vendor Packet Material

Enclosed you will find the following materials:

1. **Registration Packet:** includes a **Vendor Registration Form** and a **Vendor Area Setup Form**. Please return these completed forms to Gail Boggs, Fayetteville PWC, P. O. Box 1089, Fayetteville, NC 28302-1089 by Monday, April 1, 2024 along with the appropriate fee. **Please note that a late fee of \$250.00 will be assessed for "ALL" registration forms received after this date. If you need to contact Gail, she can be reached at 919.223.4516 or gail.boggs@faypwc.com**
2. ****Indoor Display Area Layout** - Please use the layout of the Cabarrus Arena & Expo Center (Gold Hall 1) provided to select your 1st, 2nd, and 3rd choice of Indoor Display Booth location. Small equipment and vehicles can be brought into the arena and displayed. If you wish to display equipment and vehicles inside, the best exhibit spaces would be on the ends of the middle section of the vendor area. **Please note that vehicles placed inside the vendor space, the gas tank must be less than ¼ full, the gas tank taped shut, and the battery must be disconnected.**
3. ****Outdoor Exhibit Space Layout-** Please use the provided layout of the outdoor display area to select your 1st, 2nd, and 3rd choice for equipment and/or vehicle displays, or you will be placed where available. Outside spaces are 10'W x 20'L.

4. **Golf Registration Packet** - includes a Team Sponsor and Registration Sheet and Advertising opportunities. *Please return completed form(s) to Gail Boggs at the address listed above.*
5. **Sporting Clay Registration Packet** –includes a Team Sponsor and Registration Sheet and Advertising Opportunities *Please return completed forms(s) to Gail Boggs at the address listed above.*
6. **List of Vendors** - a list of Vendors that participated and supported the 2023 Annual NCAMES Engineering and Operations Conference and Rodeo
7. **Schedule of Events** - the agenda for our event

For more information or to download forms, please go to www.ncames.com.

** As noted above and on the form, each Vendor shall select a 1st, 2nd and 3rd choice of Indoor Display Booth or Outdoor Exhibit Space location. Please note that space will be assigned on a first-come, first-served basis as payments are received.

Vendor Setup/Removal Schedule

Vendors are requested to set up in the exhibit areas on Tuesday, May 7th between the hours of 3:00 p.m. and 5:00.p.m. The Vendor Area will officially open on Wednesday, May 8th at 10:45 a.m. and will stay open until 4:00 p.m. All displays must be removed by 4:30pm Wednesday afternoon.

As grateful as the NCAMES Board is of the support of each Vendor, we respectfully request that each Vendor donate one (1) door prize to be awarded throughout the Conference. If a Vendor desires to donate additional door prizes, they will be distributed either at the Vendor luncheon or at the Annual Business Meeting/Dinner.

Vendor Sponsorship Opportunities

Sponsorships are as follows:

- Diamond \$4,000 (One Vendor Registration plus four (4) additional attendees)
- Platinum \$3,000 (One Vendor Registration plus three (3) additional attendees)
- Gold \$2,000 (One Vendor Registration plus two (2) additional attendees)
- Silver \$1,000 (One Vendor Registration plus one (1) additional attendee)

Each Vendor who chooses one of the above levels will be recognized in the final program, Technical Sessions, and "all" printed publications.

In addition, Vendors may also choose to sponsor a meal or other items where they would be recognized.

- Rodeo Lunch \$5,000
- Vendor Luncheon \$6,000
- Business Meeting Dinner \$8,000
- Rodeo Outerwear (Given to all Rodeo Competitors and new Judges) \$5,000
- Rodeo Judges Breakfast \$1,000.00
- Dessert Break \$1,500

Please indicate your sponsorship selection on the Vendor Registration Form.

Vendor Reserved Lodging

A block of rooms has been reserved at the host hotels listed below. Special rates have been established for all NCAMES Conference attendees. Make sure you tell the hotel you are with the NCAMES Conference. All room reservations must be made directly with the hotel. Please note that the hotel cost is **NOT** included in your registration fee.

Hotel	Cost	Cut-off Date	Booking Link
Hampton inn & Suites 9850 Weddington Road Ext - 704/597-9428	\$139.00/night + 13% Room Tax	4/6/2024	https://group.hamptoninn.com/boe4o3
SpringHill Suites Marriott 7811 Gateway Ln, Concord, NC 28027 704/979-2500	\$149.00/night + 13% Room Tax	4/22/2024	Book your group rate for NCAMES Annual Conference & Rodeo
Hilton Garden Inn 7831 Gateway In NW, Concord, NC 28027 – 704/979-2900	\$169.00/night + 13% Room Tax	4/6/2024	2024 NCAMES-Annual Conference & Rodeo URL
Great Wolf Lodge 10175 Weddington Rd, Concord, NC 28027	\$109.00/night + 13% Tax	4/5/2024	Reference Code: 2405NCAM Call (866) 751-9653 or visit www.greatwolf.com

We thank you for your support and look forward to seeing you in Concord.

Respectfully,

Carey Jacobs

Carey Jacobs
NCAMES Vendor Chairperson