



WEFTEC 2019 Exhibitor Report Now Available

Download the WEFTEC 2019 Exhibitor Report from the [Communications and Links](#) section of the [Exhibitor Toolkit](#). Review exhibition details including total registration numbers and attendee statistics, Mobile App activity, exhibit hall features, highlights, information on WEF's sustainability efforts and much more.

Welcome to our New Staff Member in the Exhibitions Group

We are pleased to introduce Kate Hawley, Senior Manager, Exhibition Sales, as the newest member of the WEF Exhibitions Group. Kate can be reached at khawley@wef.org or 1-703-684-2423. Please take a moment to update your contact list.

WEFTEC 2020 Booth Deposit Payments – Past Due

This is a reminder that your 25% booth deposit payment was due January 31, 2020. If you have already completed the deposit payment, please disregard this reminder. If you haven't submitted your deposit yet and you need a copy of your invoice, please contact us at expoinfo@wef.org or 1-703-684-2443 so we may issue one.

How to Make a Booth Payment

With all payments, include the Exhibitor ID Number (or Customer Number) provided on your invoice to expedite processing.

PAY ONLINE – Choose “WEFTEC” from the drop-down menu. A receipt will be provided following payment: www.wefnet.org/payments

MAIL – Mail invoice and check payment to:

*Water Environment Federation
PO Box 38009
Baltimore, MD 21297-8009*

WEF cannot accept payments by phone.

Booth and Cancellation Fees

January 31, 2020	25% deposit due for exhibitors who booked at Onsite Sales
February 1, 2020	10% cancellation/reduction fee in effect until May 31; Booth sales open to new exhibitors
May 1, 2020	All new booth contracts must include 100% payment
May 31, 2020	Final 75% payment due for all exhibitors; 100% cancellation/reduction fee in effect after May 31

Booth Moves, Changes, Cancellations and Final Payments

To request a change in your booth size, or move locations, review the [WEFTEC 2020 online floor plan](#) and submit a request to weftecsales@wef.org. The request should include "Booth Move Request" in the email subject line and please be sure to provide the possible booth number(s) and size(s), along with the authorization to move your company.

Booth moves, size changes or cancellation requests must be received in writing via email at weftecsales@wef.org, or by fax at 1-703-684-2482.

Final booth payments are due May 31, 2020

Apply Now for the WEFTEC 2020 Innovative Technology Awards!

The Innovative Technology Awards recognize WEF Exhibitor Members who have introduced new innovative products or services related to the water industry. The products or services must demonstrate an innovative aspect utilizing new ideas, methods, alterations and/or unique changes from existing systems. To view the full list of criteria, [click here](#). The winners are announced prior to WEFTEC and the award will be presented during the WEFTEC 2020 Awards celebration.

You must be a WEF Exhibitor Member to apply. All nominations are due **April 1, 2020**.

[Submit your Innovative Technology Award Nomination](#)

Questions – contact Dianne Crilley at dcrilley@wef.org or by phone at 703-684-2445

WEF Exhibition Group Contacts

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