

CSWEA /APWA – Chicago Metro Chapter IAWA / IAWA

Exhibitor Information Packet

2025 Illinois Collection Systems Conference

July 14th, 2025 – NIU Naperville Campus,

1120 E Diehl Rd, Naperville, IL 60563



To provide information for its members, the Central States Water Environment Association Illinois Section (CSWEA-IL), in association with the American Public Works Association Chicago Metro Chapter and Illinois Association of Wastewater Agencies (IAWA), will host exhibits as part of the 2025 Illinois Collection Systems Conference. Manufacturers, suppliers, and providers of products or services to the sewer collection system industry are invited and encouraged to participate, subject to the following:

1. Each exhibitor will be provided one rectangular table unless other arrangements are requested before the Conference (i.e.: open area for floor display). No backdrops will be provided. Exhibits will be located in the lobby of the Auditorium. Exhibitors requiring electricity are advised to inform CSWEA of their electrical requirements and to bring a 3-wire, grounded-type extension cord and surge protector. Access to a standard electrical outlet (110 VAC) will be provided to the exhibitor free of charge upon request.
2. The exhibit hours will be:

Monday, July 14, 2025
7:30 am - 3:00 pm
NIU – Naperville Campus
1120 E Diehl Rd, Naperville, IL 60563
3. **CONTINUING THIS YEAR** Outside Demonstrations: CSWEA is offering an outside demonstration/exhibit opportunity for an additional Exhibit fee of \$50. Attendees will be encourage to gather outside for the demonstration for up to 15-minutes.
4. **ALSO CONTINUING THIS YEAR** Spotlight Presentations: CSWEA will provide a time slot for up to six (6) exhibitors to pitch their booth and service for an additional fee of \$25. Timeslots will be up to 5-minutes, spread throughout the morning session of the conference.
5. **ALSO, ALSO CONTINUING THIS YEAR** Exhibitor BINGO: CSWEA will be encouraging attendees to visit our sponsors with a break-time bingo game, with our exhibitors being the BINGO squares! Attendees will have to get your signature on a bingo space and will get raffles entries for a special prize based on the number of BINGOS completed.
6. **Exhibits must be set up between 7:00 am and 7:30 am, Monday, July 14, 2025. All exhibits must remain up until 1:30 pm and must be removed by 3:15 pm the day of the event.** The CSWEA-IL will not be responsible for losses, damages, or claims occurring as a result of the exhibit. Exhibitors will be responsible for their own display security. Exhibits must be brought into and removed from the lobby by the exhibitors or their designated representatives.
7. Exhibitors will conduct themselves in a professional manner, remembering that the intent of the exhibits is to educate Conference attendees on products and services available in the operation and maintenance of collection systems.

8. The CSWEA-IL Collection System Committee will have authority over all exhibitors and will monitor compliance with these rules. An exhibitor will be asked to modify or remove any exhibit, which, in the judgment of the Committee, does not comply with these rules or the spirit of the Conference.
9. Exhibitor reservations are accepted on a first-come first-served basis. Space is limited to 26 total exhibitors, two (2) outside demonstrations, and six (6) 5-minute spotlight presentations; therefore, it is important to reserve space early. First preference will be given to returning exhibitors and those presenting at the Conference. There will be a limit of one exhibit space allowed per Company.
 - a. An Exhibitor Fee of \$300 will be charged for each exhibit space, payable to CSWEA. Payment of this fee entitles the exhibitor to the use of exhibit space. Add-ons of outside demonstration and spotlight presentations are available for \$50 and \$25 additional, respectively
 - b. One (1) attendee registration is included with the \$300 fee. Additional attendees can register at regular price.
 - c. **EXHIBITOR REGISTRATION CAN BE COMPLETED VIA THE FOLLOWING LINK:**

[An updated document with the Link will be sent out soon.](#)

10. Conference Exhibitor Schedule (subject to change):

7:00 am – 7:30 am	Exhibitor Set-Up
7:15 am – 8:20 am	Attendee Registration, Breakfast, and Visit Exhibits
9:00 am – 9:15 am	Exhibitor Spotlight Presentations (3)
10:00 am – 10:30 am	Visit Exhibits
11:45 am – 12:00 pm	Exhibitor Spotlight Presentations (3)
12:00 pm – 1:30 pm	Lunch, Visit Exhibits, Outside Demonstrations
1:30 pm	Exhibitor tear-down may begin
3:15 pm	Exhibit tear-down Complete