



TEL 919 856 6480
FAX 919 856 7046

Local Emergency Planning Committee (LEPC)

P.O. Box 550 • Raleigh, NC 27602

November 20, 2017

Dear Supporters of the **BEST Conference**,

The Wake County Local Emergency Planning Committee (LEPC) is a volunteer-powered organization comprised of representatives from local businesses, governmental agencies and the public. We have been able to sustain and grow our major outreach activity, the Business Environmental and Safety Training (BEST) Conference, through the generous support of sponsors and exhibitors.

Contributions in support of the BEST conference help maintain a low cost admission event. Exhibitor's booths and donations cover the cost of the facility rental, food for participants (a box lunch and two snacks), AV equipment from the facility with support personnel.

In keeping with the outreach and engagement mission of the LEPC, our conference planning team is making great inroads with the community in efforts continue this event as expected. The conference's impact is reflected by the returning participants, a full slate of willing and engaging speakers and increased attendance each year to well over 400. We strive to maintain this event a low cost professional education and networking opportunity for participants and give back to Wake County and the surrounding areas.

This year we are excited to partnership with Planning Professionals for managing our online registration and payment. We are also excited to have the **Commissioner of Labor, Cherie Berry** as the Lunch Speaker this year. Many thanks for your support and consideration. Should you have any questions, please reach out at your convenience.

Sincerely,

Jason Letchworth

Jason Letchworth
Conference Chairperson



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Jason Letchworth

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Conference Chairperson

2018 Business Environmental & Safety Training Conference



EXHIBITOR PROSPECTUS And SPONSOR INFORMATION

Date: Thursday, February 8, 2018

Exhibit Hours: 8:00 – 4:00

The McKimmon Center
1101 Gorman Street
Raleigh, North Carolina

About the Conference:

The 2018 Business Environmental and Safety Training (BEST) Conference, sponsored in part by the Wake County Local Emergency Planning Committee (LEPC), is designed for those in environmental compliance, emergency response, industrial hygiene, site maintenance, transportation, purchasing, and safety and consulting services. The BEST conference brings together representatives from business and industry; colleges and universities; and local, state and federal government agencies to address environmental and safety issues facing our state today. The conference showcases leading edge technology, products, services and systems as well as the latest and greatest in up-to-date information and legislation.

What do attendees have to say?

- “This conference was well organized.”
- “The conference as a whole was very interesting.”
- “The opportunity to network with so many different people was wonderful!”

Why does Wake County have an LEPC and what are its duties?

In 1986, the United States Congress enacted the Emergency Planning and Community Right-To-Know Act (EPCRA), also known as Title III of the Superfund Amendments and Reauthorization Act of 1986 (SARA Title III). EPCRA requires that the public be made aware of, and be allowed to assist with, emergency planning for all chemicals that are stored, used or released into the community. In order to achieve these objectives, EPCRA mandated the creation of LEPCs to assist communities in planning for chemical emergencies on a county-wide basis. LEPCs must: (1) receive certain reports and information from facilities operated within the county; (2) develop and update plans for handling possible emergencies involving hazardous chemicals and substances; and (3) provide educational programs and training that assist citizens in interpreting information submitted to the LEPCs by local facilities. The public is welcome to attend the quarterly meetings and become involved in any of the activities supported by the Committee.

Why should you exhibit and/or sponsor the conference?

- You can reach hundreds of fire, law, and medical emergency responders; health, safety, environmental, and engineering professionals; and managers, supervisors, technicians and other potential buyers of environmental and safety related products and services.
- Our participants are your customers. Upon request, you will receive a list of Conference participants.
- Register as an exhibitor and attend all sessions.

Sample topics:

Hazmat Refreshers I & II, OSHA updates, Tier II Reporting, Basic Workplace Hazard Identification, Integrated Contingency Plans, CISM, Sustainable Chemistry, Evacuation Planning and much more!

EXHIBIT INFORMATION

Booth Rental Fee

The booth rental fee is \$500 for reservations postmarked by December 15, 2017 and \$600 after that date. Because exhibit space is limited, payment must accompany your registration in order for a booth to be reserved. Please utilize the [on-line registration](#) to purchase your booth. Name badges for representatives will be generated if names are provided by January 30, 2018. You may request either a table or space for a freestanding display. Chairs will be available for booth attendants.

Booth Assignment

Exhibitors will select their booth location on the online registration site. Order of selection will be based upon first come first serve basis. Both the McKimmon Center and the Wake County LEPC reserve the right to reject or restrict any exhibit that may be objectionable and to relocate booths as necessary.

Exhibit Hall Schedule (Set-Up/Dismantling)

Booth set-up is anticipated to begin at 7:00AM on Thursday, February 8, 2018. Set-up for all booth exhibits should be completed by 8:00 AM when the Exhibit Hall officially opens to participants. No exhibits are to be dismantled before the end of the conference at 4:00 PM on February 8, 2018.

Door Prizes

Conference attendees will be given a door prize ticket upon arrival and we will have a door prize drawing at lunch and at the conclusion of the conference in the exhibit hall. Please let us know prior to the event if you have any items to contribute to the drawing during registration. Door prizes will be maintained at your booth and will be announced by the Conference moderator periodically during the day and after the final class. All donations are appreciated.

Lunch

Each exhibitor will be provided with **two lunch tickets** upon registration of the booth for the conference. Additionally exhibitors will be provided the option to have lunch 15 minutes prior to the start of lunch for attendees.

Liability

Each exhibitor will be responsible for any losses, injury or damage caused to property, employees or persons attending the Conference by the demonstration, use or exhibition of his/her products or services. The exhibitor— in registering for the Conference—expressly releases The McKimmon Center and the Wake County LEPC against any and all claims for such loss, damage or injury.

Cancellation Policy

No refunds.

Exhibit Hall Directions

See the map on the back of the Prospectus.

Exhibit Hall Regulations

1. All exhibitor activities must be contained within the Exhibit Hall area unless the exhibitor is also a speaker. No excessively loud audio or mechanical equipment is permitted.
2. The exhibitor assumes all responsibility for compliance with the Center and local city and state ordinances covering fire, safety and health.
3. Any firm or organization not assigned space will be restricted from soliciting business in any manner during the Conference.
4. Selling of goods and services on the Exhibit Hall floor is strictly prohibited.
5. Each exhibitor is responsible for safeguarding his/her goods, materials and equipment at all times.
6. Exhibitors must keep their booth attended for the duration of the Conference.
7. Cell phones and pagers should be set to vibrate or turned to the off position in seminar rooms during presentations.

2017-2018 Conference Advisory Committee

<u>Name</u>	<u>Agency</u>
Amy Orders	NC State University
Chan Bryant	Withers & Ravenel
Bill Boyer	Eastern Environmental Management
James Taylor	City of Raleigh
Cory Hylton	HEPACO, LLC
Amy Ikerd	Duke Raleigh Hospital
Paul Kearns	CPR Consultants, Inc.
Mark Kleiman	Golder Associates NC, Inc.
Jason Letchworth (Conference Chair)	Ajinomoto North America, Inc.
Mike Shrimanker	EEC, Inc.
Matthew Wasik	Emergency Reconstruction
Paul Woolverton	Consultants
Mike Walker	E. I. Group

2018 BUSINESS ENVIRONMENTAL AND SAFETY TRAINING CONFERENCE

Exhibitor & Sponsor Registration

ALL Exhibitors MUST REGISTER via the web by clicking [here](#). Click on the “Click here to order your booth” then proceed with registration. Each individual must separately register as an attendee and select a luncheon from the menu. Please complete the form and print a copy to send with your check to the address below. If you have any questions please contact Planning Professionals at 919-515-2261.

Payment options:

1. To make a payment other than credit card, call [919-515-2261](#) (Planning Professionals)
Please mail checks to: NC State University, Campus Box 7401, Raleigh, NC 27695. Attn: Registration Coordinator. Reference the BEST Conference on your check.
2. Credit Card Payment: Accepted during the online registration process or call [919-515-2261](#)

2018 BEST Conference sponsorship levels:

All Sponsors will be listed on screens in rooms prior to presentations and will be recognized during the lunch break. To become a sponsor open the following link

[The Best Conference](#)

Sign in, click on “here” and fill out the form and fax in your requested sponsorship.

Conference Sponsorship.....	\$1500
❖ Poster Recognition at the Registration table and in the Exhibit Hall.	
❖ Special Recognition during the opening session and a plaque during the luncheon gathering.	
Room Sponsorship.....	\$750
❖ Poster Recognition at the Registration table and in the Exhibit Hall.	
❖ Name on the door of room sponsored.	
Lunch Sponsorship.....	\$500
❖ Poster Recognition at the Registration table and in the Exhibit Hall.	
❖ Name on the lunch tables.	
Break Sponsorship.....	\$300
❖ Poster Recognition at the Registration table and in the Exhibit Hall.	
❖ Name on the break tables.	

