# 2024 USSD ANNUAL CONFERENCE AND EXHIBITION





AMPLIFYING THE IMPORTANCE OF THE DAM INDUSTRY





APRIL 22-26, 2024 SEATTLE, WA



# **CONTENTS**

General Information	
Welcome from USSD	2
USSD Board	3
General Schedule	4
Venue & Area Information	Ę
Attendee Registration & Payment	6
Conference Activities	8
Exhibit Information	
Exhibit Floorplan	1
Exhibit Packages	12
Exhibits Information, Rules & Regulations	13

## **GENERAL INFORMATION**

## **ABOUT USSD**

The United States Society on Dams (USSD) is a world class organization dedicated to advancing the role of dam and levee systems and building the community of practice.

Our members are professionals who advance the environmentally sustainable science of planning, design, construction, operation and maintenance of dams, levees and associated civil engineering projects. They lead the nation, and work with partner organizations worldwide, to resolve the world's most critical resource problem: access to clean water.

USSD is the United States member of the International Commission on Large Dams (ICOLD). ICOLD leads the international dam profession in setting standards and guidelines to ensure that dams are built and operated safely, efficiently, economically, and are both environmentally sustainable and socially equitable.

The USSD Exhibit Hall will showcase the latest products and services from more than 75 exhibitors.

## **ABOUT THE CONFERENCE**

In April 2024, USSD will welcome more than 800 dam and levee professionals to the scenic city of Seattle, WA for multiple days of knowledge exchange, networking, and fun.

There have been a few changes to the program, but the conference will still feature more than 130 technical presentations, a plenary session, a Legacy lecture, and a variety of workshops.

#### WHAT'S NEW FOR 2024:

- · Legacy Lecture over lunch
- · Longer technical sessions
- Pre and Post Conference Workshops
- Committee and subcommittee meetings over multiple days
- Career Fair hosted by the Young Professionals Committee

Of course, while the purpose of the conference is technical knowledge exchange, there will be plenty of time to network with colleagues and industry leaders during socials, breaks, lunches, and other activities.

## **WELCOME FROM USSD**



We are excited to invite you to the Emerald City for the USSD 2024 Annual Conference, April 22-26, 2024. Seattle's conference theme is "The Ripple Effect: Amplifying the Importance of the Dam Industry," where we will explore how we can individually

and collectively amplify the importance through the lens of advocacy, awareness, and appreciation. This conference presents a unique opportunity to join experts, professionals, and thought leaders from the industry enabling you to explore the latest innovations, share knowledge, and engage in discussions that will *ripple* beyond the conference to shape the future of dam and levee safety.

# 2024 CONFERENCE TECHNICAL PROGRAM PLANNING COMMITTEE

Aimee Corn

Chair

Paul Eggers Vice Chair

**Brandan Vavrek** 

Suzy Grix

**Toby Brewer** 

**Tiffany Adams** 

Manoshree Sundaram

**Kevin Griebenow** 

While the core of the conference remains unchanged, we've sprinkled in some fun and put a new spin on USSD traditions. Here are just a few highlights that the hard-at-work planning committee is looking forward to for this conference:

**In-Depth Technical Sessions:** Explore cutting-edge techniques, technologies, and best practices in dam analysis, design, construction, and maintenance.

**Networking Opportunities:** Connect with hydro family and friends, fellow professionals, potential collaborators, and industry leaders.

**Legacy Lecture:** Ellen Faulkner, our first female Legacy Lecturer, will share insights and reflect on her experiences in the dam industry.

**Workshops:** Add skills to your professional toolkit with virtual primers, and in-person, pre- and post-conference workshops where you'll gain practical knowledge that can be applied in your projects.

**Exhibit Hall:** Discover the latest products and consulting services from industry-leading suppliers and solution providers.

**Focus on Students:** A career fair to inspire local college students - the talented dam engineers of tomorrow.

**Evening 5K:** Join us for a walk or run to support the Kim de Rubertis Student Scholarship award!

The USSD Annual Conference is a must-attend event for anyone involved in the dam and levee industry, including engineers, researchers, contractors, government officials, and professionals. Seattle has something for everyone; it's a culturally diverse city that thrives on innovation while maintaining a deep connection to its natural surroundings. By joining us, you'll have the opportunity to explore the stunning natural landmarks, world class museums, and a unique music scene. Dina looks forward to catching up with you over a cup of locally roasted coffee, and Aimee is excited to share a tasty craft beer with you!

#### **Dina Hunt**

President. USSD Board of Directors

#### Aimee Corn

Chair, Conference Technical Program Planning
Committee



# USSD BOARD

## **BOARD OFFICERS**



Dina Hunt President Gannett Fleming, Inc. Folsom, CA



Matt Muto Vice President Southern California Edison Rosemead, CA



Del Shannon Immediate Past President Kiewit Engineering Group, Inc. Boulder, CO



Christina Winckler Secretary Anglo American St. Augustine, FL



Bill Foos Treasurer Gannett Fleming, Inc. Windsor, CO

## **BOARD MEMBERS**



James Demby
Department of the Army
Washington, DC



Rod Eisenbraun Denver, CO



Georgette Hlepas US Army Corps of Engineers Chicago, IL



Greg Paxson Schnabel Engineering Littleton, CO



Jennifer Williams
AECOM
Denver, CO

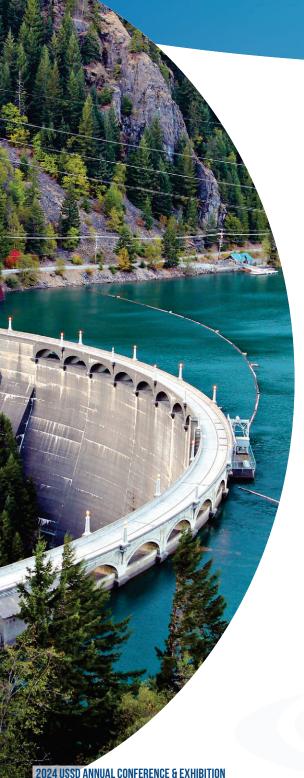


Brandan Vavrek Seattle City Light Seattle, WA



Robert (Bob) Pike Bureau of Reclamation Denver, CO

# **GENERAL SCHEDULE**



#### **MONDAY, APRIL 22**

8:15am - 12:15pm Workshops (2) 12:30pm - 3:00pm Legacy Lecture over lunch 3:30pm - 6:00pm **Technical Committee Meetings** Exhibit Hall Open 6:00pm - 7:30pm Welcome Reception

#### **TUESDAY, APRIL 23**

7:00am - 9:00am Subcommittee Meetings 9:00am - 10:15am Plenary Session 10:30am - 12:10pm **Technical Sessions** 12:10pm - 1:20pm General Lunch & YP Mentoring 1:40pm - 5:20pm **Technical Sessions** 5:30pm - 7:00pm **Exhibit Social** 7:00pm Night 5k\*\* 7:30pm - 9:30pm YP Evening Social\*

#### **WEDNESDAY, APRIL 24**

7:00am - 8:00am	Subcommittee Meetings
7:00am - 8:00am	USACE Townhall
8:20am - 12:00pm	Technical Sessions
12:00pm - 1:20pm	Lunch in Expo Hall
1:20pm - 2:10pm	Awards Ceremony
2:20pm - 5:10pm	Technical Sessions
6:30pm - 9:30pm	Wrap Party

#### **THURSDAY, APRIL 25**

8:00am - 5:30pm	Workshops*
8:00am - 5:30pm	Field Tour */**

#### FRIDAY, APRIL 26

Workshops\*\* 8:00am - 5:00pm (selected workshops only)

<sup>\*</sup> Space limited

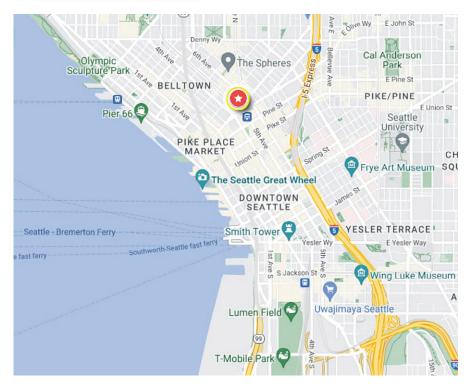
<sup>\*\*</sup> Additional Fee

# **VENUE & AREA INFORMATION**

## **CONFERENCE LOCATION**

#### **WESTIN SEATTLE**

1900 5th Ave, Seattle, WA 98101



#### **HOTEL BOOKING LINK**

https://www.marriott.com/events/start.i ?id=1683660925477&key=GRP



#### **AIRPORT INFORMATION**

**Seattle-Tacoma International Airport** 17801 International Blvd Seattle, WA 98158



#### THINGS TO DO IN THE AREA

Visit Seattle Washington | Official Site



# ATTENDEE REGISTRATION & PAYMENT

The preferred payment method for registrations is via credit card when you select your registration options. Registrations secured with the "Pay By Invoice" option must be paid withing 30 days of online reservation or no later than March 1, 2024 (whichever is first). Full payment will be required for online registrations after March 1, 2024. Registrations that are not paid in FULL according to the aforementioned deadlines, may be cancelled.

Requests for Registration Cancellation must be sent in writing to <a href="mailto:conferences@ussdams.org">conferences@ussdams.org</a>. Refunds will be allowed according to the following schedule and terms:

- On or before February 5, 2024 full refund
- February 6-29 refund minus 10%
- March 1-31, 2024 refund minus 20%
- April 1, 2024 or later No refund

Substitutions can be made at any time.

		Early Bird		Regular		Onsite/Late	
	Deadlines	Through Feb 5, 2024		February 6, 2024 - March 31, 2024		April 1, 2024 or later	
		Member	Nonmember	Member	Nonmember	Member	Nonmember
)	Full Registration	\$995	\$1,170	\$1,095	\$1,270	\$1,195	\$1,370
	PRESENTER Full Registration	\$945	\$1,120	\$1,045	\$1,220	\$1,145	\$1,320
	YOUNG PROFESSIONAL Full Registration	\$645	\$715	\$695	\$765	\$745	\$815
	Limited Conference	\$850	\$1,020	\$950	\$1,125	\$1,050	\$1,225
5	STUDENT Full Registration	\$175	\$175	\$200	\$200	\$225	\$225
	STUDENT Career Fair (Tuesday Only)	\$25		\$30		\$35	

#### **ADD-ONS**

Guest	\$380
Thursday & Friday Workshop (8 hours plus tour)	\$200
Monday Workshop (4 hours)	\$75
Field Tour	\$95
Thursday Workshop (4 hours)	\$75
Wrap Party	\$145
5K FUNds Run/Walk	\$55

2024 USSD ANNUAL CONFERENCE & EXHIBITION

# WHAT'S INCLUDED WITH EACH REGISTRATION TYPE

	Full Registration	PRESENTER Full Registration	YOUNG PROFESSIONAL Full Registration	STUDENT Full Registration	STUDENT Career Fair Registration ONLY	LIMITED Registration
MONDAY activities						
AM & PM Break	Х	X	X	X		
Committee Mtgs	Х	Х	Х	Х		
Exhibit Hall	Х	Х	Х	Х		
Workshops	add'l fee	add'l fee	add'l fee	add'l fee		
Legacy Lecture (with lunch)	Х	Х	Х	Х		
Welcome Reception	Х	Х	Х	Х		
TUESDAY activities						
Continental Breakfast	Х	X	X	X	X	X
AM & PM Break	Х	X	Х	Х	Х	Х
Subcommittee Meetings	Х	X	Х	Х		Х
Exhibit Hall	Х	Х	Х	Х		Х
Plenary Session	Х	Х	Х	Х		Х
Technical Sessions	Х	Х	Х	Х	Х	Х
Lunch	Х	X	X	Х	X (YP lunch)	Х
Exhibit Social	X	X	X	X		X
YP Social	X (sign up required)	X (sign up required)	X (sign up required)	X (sign up required)	X (sign up required)	X (sign up required)
WEDNESDAY activities						
Continental Breakfast	X	X	X	X		X
AM & PM Break	Х	Х	Х	Х		Х
Subcommittee Meetings	Х	X	Х	X		Х
Exhibit Hall	Х	Х	Х	Х		Х
Technical Sessions	X	X	X	X		X
Awards Ceremony	X	X	X	X		X
Lunch	X	X	X	X		Х
Wrap Party	X	X	X			
THURSDAY activities						
Workshops	add'l fee	add'I fee	add'l fee	add'l fee	add'l fee	add'l fee
Field Tour	add'l fee	add'l fee	add'l fee	add'l fee	add'l fee	add'l fee
FRIDAY activities						
Workshop	add'l fee	add'l fee	add'l fee	add'I fee	add'l fee	add'l fee

## **CONFERENCE ACTIVITIES**

#### **MONDAY, APRIL 22**

#### **WORKSHOPS**

#### USSD Owner's Forum on Risk (4-hour)

The USSD Owner's Forum on Risk is a collaborative effort led by owners that includes the consulting industry and regulators. The Forum's objective is to explore issues and topics critical to getting the most out of a risk informed approach in the management of dams, levees, and tailings facilities. This workshop will address the priority issues identified by owners in the preceding Owner's Forum webinars and will include topics such as risk governance, risk informed alternative formulation, design, and construction, portfolio management, and risk communication.

# Communicate, Connect, Excel: The Proactive Professional's Toolbox (4-hour)

The workshop aims to empower YPs and individuals seeking to enhance their skill set by providing a comprehensive interactive experience focused on communication skills, networking strategies, data presentation techniques, proposal drafting, and potentially introductory automation concepts. The workshop seeks to equip participants with the necessary tools to excel in their professional endeavors and will aim to be applicable to all sectors of the dam safety industry whether that be as a consultant, owner, or regulator.

#### **LEGACY LECTURE LUNCH**

Join us for lunch on Monday then hear from Ellen Faulkner, our first female Legacy Lecturer, who will share insights and reflect on her experiences in the dam industry.

#### **TUESDAY. APRIL 23**

#### **EVENING SCHOLARSHIP RUN**

The scholarship fundraiser this year is focused on having fun and raising money. We will break up into groups based on speed preferences (walkers and runners welcome) to tour downtown Seattle with guides.

#### **CAREER FAIR- APRIL 23**

Students are invited to participate in the conference for exposure to all facets of the dam and levee profession (i.e., regulatory, consultants, government, owners, contractors). They will also be able to set up

quick meet-and-greet interviews with several employers from the dam industry interested in hiring interns and entry-level individuals.

#### **THURSDAY, APRIL 25**

#### **WORKSHOPS**

# Reservoir Sedimentation Analysis for Pre- and Post-Wildfire using HEC-HMS (4-hour)

The primary objective of this workshop is to leverage the reservoir sediment methods within HEC-HMS to calculate reservoir volume reduction in both unburned and burned watershed areas. The workshop focuses on two key objectives. Firstly, participants will gain an understanding of the dynamic reservoir volume reduction process and familiarize themselves with the empirical sediment trap efficiency equations, as well as the surface erosion and debris yield equations implemented in HEC-HMS. These topics will be covered through informative lectures. Secondly, participants will engage in a hands-on workshop aimed at developing a comprehensive long-term reservoir sediment model. This will involve parameter estimation, calibration, and utilization of HEC-HMS. By the end of the workshop, participants will possess the necessary skills to effectively employ the software for reservoir sediment analysis.

#### Verification and Validation Process in Advanced Analysis of Concrete Dams (4-hour)

Introducing a new USSD White Paper on Developing Confidence in Structural Analysis of Concrete Dams, prepared by the USSD Subcommittee on Analysis of Concrete Dams. During this workshop the committee will presenting Subcommittee activities and plans for future investigations and take participants through a workshop on Verification and Validation of Advanced Structural Analyses for Concrete Dams.

### **CONFERENCE ACTIVITIES (CONT.)**

#### THURSDAY, APRIL 25 (CONT.)

# Enhancing Community Awareness and Integration in Areas with Dam and Levee Risks (4-hour)

Join us for a unique workshop led by the experts at Resilience Solutions Consulting. Participants will gain valuable insights, practical strategies, and powerful communication tools to excel in their role as a dam or levee professional.

This workshop is designed to help participants better understand and identify their community's goals, objectives, and accomplishments. By raising awareness and fostering integration of dam and levee risk stakeholders, we empower participants to make a positive impact.

# Multi-benefit Solutions to Building Climate Resilience for Dams and Reservoirs (4-hour)

Please join us as we share stories about the many innovations in climate-smart dam projects. From FIRO to fish passage, pumped-storage hydropower to wildfire shelters, something in this workshop will be new to you. Attendees will participate in a multiphased card game designed to challenge attendees to solve new dam, community & climate challenges through collaboration, negotiation, and creativity.

#### THURSDAY AND FRIDAY, APRIL 25-26

Instrumentation Lifecycle: Planning, Installation, Maintenance and Troubleshooting Considerations with Site Visit (2 days, 16-hour)

In this workshop, we will explore the planning, installation, maintenance, and troubleshooting considerations used throughout the lifecycle of dam monitoring instruments.

**Thursday Morning Workshop** – The Thursday morning workshop will begin with covering the importance of monitoring each dam and how to develop a unique plan based off the characteristics of the individual dam.

**Thursday Afternoon Workshop** – Installation Considerations and Troubleshooting: The Thursday afternoon workshop will focus on installation and troubleshooting techniques. Participants will engage in a hands-on calibrating and measuring exercise with monitoring instruments.

**Friday** – Field Visit: Participants will travel to Howard Hanson where they will have the opportunity to apply knowledge obtained from the workshop and perform hands-on measurements with the instruments.

#### **PRIMERS**

Conference Primer webinars will take place online before the conference and are free for all conference registrants. Dates and topics will be available through conference registration.

# **EXHIBIT INFORMATION**

## **BENEFITS OF EXHIBITING**



# STAND OUT & STRENGTHEN YOUR BRAND:

Displays your commitment to the industry and can make your company stand out in the crowd with leaders in the dam and levee industry. Provides exposure that can strengthen the visibility of and confidence in your company's brand.



# BUILD & STRENGTHEN CUSTOMER RELATIONSHIPS:

Reaffirms confidence in your company's performance and industry standing with current and potential new customers.



# PRODUCTIVE NETWORKING:

Provides direct access to industry leaders onsite during the conference.



# SHOWCASE PRODUCTS & SERVICES:

Provides you direct access to a "target" audience that you can turn into future customers.



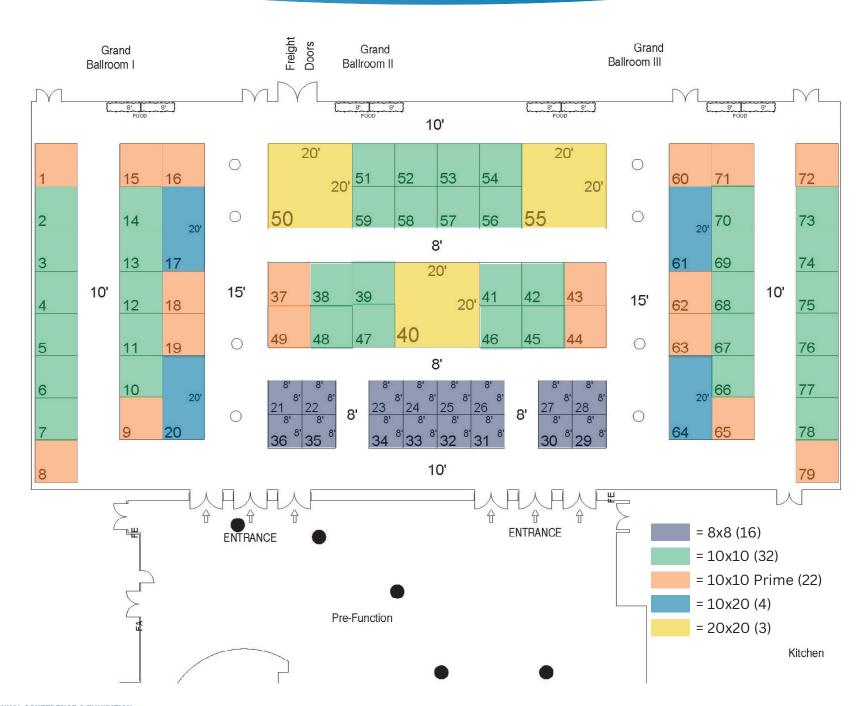
#### **EXPAND EXPOSURE:**

Provides national and international exposure to key dam and levee industry professionals. Exhibitors can utilize onsite time to make face to face connections. Utilize the lead retrieval information to expand virtual contacts post conference.

# **2022-23 SUMMARY**

	2022	2023
Exhibit Booths	84	84
Booth Staff	185	163
Attendees	701	818
Technical Papers	113	124
Presenters	108	184

# **EXHIBIT FLOORPLAN**



## **EXHIBIT PACKAGES**

#### **EACH BOOTH INCLUDES:**

- 16ft table
- 1-2 standard chairs
- 1 wastebasket
- Pipe & Drape
- Complimentary Wi-Fi
- Power Outlet (standard)
- Lead Retrieval (must select by Jan 31, 2024)

#### **EACH BOOTH PASS INCLUDES:**

- Plenary Session
- Committee & Subcommittee Meetings
- Exhibit Hall activities

#### **OPTIONAL ADD-ON:**

 USSD Logo drink tickets to give out at booth (can be used at Monday Welcome Reception or Tuesday Exhibit Reception), \$15

## 8x8

**\$1,500** (Member) **\$1,700** (Non-member) **16** available

1 Pass for Booth Staff

\$200 discount on **One (1)** Full Conf Attendee registration (early bird pricing excluded)

## 10x10

**\$1,800** (Member) **\$2,000** (Non-member) **26** available

2 Passes for Booth Staff

\$200 discount on **One (1)** Full Conf Attendee registration (early bird pricing excluded)

## **10x10 PRIME**

**\$2,100** (Member) **\$2,300** (Non-member) **30** available

2 Passes for Booth Staff

\$200 discount on **Two (2)** Full Conf Attendee registration (early bird pricing excluded)

## 10x20

**\$3,400** (Member) **\$3,600** (Non-member) **4** available

3 Passes for Booth Staff

\$200 discount on **Two (2)** Full Conf Attendee registration (early bird pricing excluded)

### 20x20

**\$6,200** (Member) **\$6,400** (Non-member) **3 available** 

5 Passes for Booth Staff

\$200 discount on **Two (2)** Full Conf Attendee registration (early bird pricing excluded)

## EXHIBITS INFORMATION, RULES & REGULATIONS

PLEASE REVIEW THE ATTACHED
INFORMATION CAREFULLY BEFORE
RESERVING AN EXHIBIT SPACE. During the
online registration process exhibitors will be
asked to confirm that they have reviewed the
following and will be expected to abide by them
during the 2024 Annual Conference.

- 1. Exhibit space is being provided with the understanding that the United States Society on Dams ("USSD"), Decorator, Facilities, and Event Vendors (collectively referred to as "2024 Annual Conference Event Partners") are not liable for any occurrences due to negligence of the exhibitor. Exhibitors, their successors and assignees, agree to save and hold harmless "2024 Annual Conference Event Partners" and any of their employees, officers, and directors from all cost, injury, and damage incurred by any of the above and from any other injury or damage to any person or property whatsoever, any of which is caused by an activity, condition, or event arising out of the performance, preparation for performance or nonperformance of any provision of this agreement by exhibitors. Exhibitors agree to obtain and maintain such insurance that will fully protect "2024 Annual Conference Event Partners" from any and all claims of any nature, including claims under the Workers' Compensation Act, property damage, theft, equipment loss, business interruption, and for damages for personal injury, including death, which may arise in connection with the operation of the exhibitor's display, and which is caused by negligence of the exhibitor. Exhibitor agrees to add USSD as additional insureds on its Commercial liability insurance policies and to produce the Certificate of Insurance upon request.
- All posted information and links are subject to approval by USSD and will be accepted at USSD's sole discretion. USSD reserves the right to remove or request modification of any link at any time. Exhibitors wishing to dispute a decision may contact the Executive Director.
- 3. 2024 Annual Conference Event Partners assume no responsibility for the violation of trademarks or copyrights.
- 4. Distribution or posting of pornographic, political, racist, or other controversial material is prohibited.
- 5. Exhibitors agree to abide by all other provisions of said rules and regulations, fire regulations, and all other regulations of government agencies and the Westin Seattle
- 6. USSD will have sole control over the admission of persons to the exhibit area.
- 7. If you are planning on hosting an outside event during the USSD conference, we request that you avoid conflicting with the events shown below. Detailed conference information will be posted on USSD's website(s) by November 2023.
  - » Welcome Reception: Monday, April 22, 6:00-7:30pm PT
  - » Exhibit Reception: Tuesday, April 23, 5:30-7:00pm PT
  - » Wrap Party: Wednesday, April 24, 6:30-9:30pm PT
- 8. Exhibitors will provide other furnishings at their own expense.
- Exhibitors will make their own arrangements for delivery and receipt of any shipments related to their exhibit.
- Exhibitors will make their own arrangements for any special audio-visual equipment they should require.

- 11. Exhibitors may provide their own sign for their exhibit; however, one will be provided.
- 12. Phone lines and water sources are NOT available.
- 13. Materials or other items are NOT allowed to be posted, tacked, nailed, screwed, or otherwise attached to columns, walls, floors, or other parts of building or furniture.
- 14. Exhibitors will be allowed to purchase multiple booth spaces at the standard list price, but booths cannot be combined without PRIOR written approval of USSD. Requests to combine adjoining booths should be sent to USSD staff (conferences@ussdams.org). Requests will be reviewed and approved by USSD on a case-bycase basis.
- 15. USSD reserves the right, at any time, to limit the number of spaces purchased by one company or deny requests to combine adjoining booths.
- 16. Large equipment is not allowed in the exhibit hall without prior written approval of USSD and Westin Seattle. Requests should be sent to USSD staff (conferences@ussdams.org) for consideration.
- 17. All demonstrations and exhibits must be confined to the exhibit space and shall be limited to displays which fit within the booth space purchased.
- 18. No exhibitor shall assign, sublet, or share the whole or any part of the exhibit space provided, without prior written authorization from USSD.
- 19. USSD and its authorized representatives reserve the right to request modification of any questionable exhibit.
- 20. Individual gift drawings or giveaways are permitted at the booths, but USSD requests prior notice of details related to these activities to reduce overlap or conflict with USSD activities.

2024 USSD ANNUAL CONFERENCE & EXHIBITION

## EXHIBITS INFORMATION, RULES, & REGULATIONS (CONT.)

#### **APPLICATION AND PAYMENT**

- Exhibitors will select their exhibit space during the online registration process. During the selection process exhibitors will be able to view a map of the exhibit hall including a list of reserved exhibit spaces and the companies reserving those spaces. USSD has no control over an exhibitor's selection of vacant booth(s).
- Online registration will be the only registration method available to reserve an exhibit booth space. Registration is on a first come, first served, AND first paid basis. Exhibitors are encouraged to secure their booths immediately with credit card payment. FULL payment for all exhibit booths must be received within 30 business days of online reservation OR no later than January 31, 2024 (whichever is earliest). FULL payment for Booths reserved online after January 12, 2024, must be received within 2 weeks.
- Booths that are not paid in FULL according to the aforementioned deadlines, may be cancelled and returned to general sale.
- Requests for Booth cancellations must be sent in writing to USSD staff at <u>conferences@ussdams</u>. <u>org</u>. Refunds will be allowed according to the following schedule and terms:
  - » On or before January 3, 2024: 80% refund
  - » January 4-31, 2024: 60% refund
  - » February 1-28, 2024: 40% refund
  - » After February 29, 2024: No refund
- Once all available booths have been purchased, a limited number of applications and payments will be held on a waiting list. Companies may contact Tonia Bengtson (tonia@ussdams.org) to be placed on the waiting list.

#### CONFERENCE/EXHIBIT SCHEDULE

- The exhibit hall will be available for set-up at approximately 12:00pm PT on Monday, April 22, 2024, and set-up must be completed by 4:00pm PT on Monday, April 22, 2024.
- If an exhibit cannot be set-up by 4:00pm PT on Monday, April 22, 2024, the Exhibitor should contact USSD staff at conferences@ussdams.org as soon as possible. USSD will make every effort to work with Exhibitor to arrange an alternative set up time that does NOT conflict with events scheduled in the Exhibit Hall. If no other time can be arranged, the exhibit booth will be forfeited AND booths fees will NOT be refunded.
- Exhibits must be dismantled on Wednesday, April 24, 2024, no earlier than 4:00pm PT and no later than 8:00pm PT. Requests to dismantle booths before 4:00pm PT on Wednesday, April 24, 2024, require prior written authorization of USSD. Exhibitors may submit requests to USSD staff at conferences@ussdams.org. Requests are reviewed on a case-by-case basis and are the discretion of USSD. Exhibitors that do not follow protocols may impact their ability to exhibit at future USSD events.
- It is recommended that booths be manned during periods when the exhibit hall is open except for short durations of time.
- USSD reserves the right to adjust the conference schedule.

#### **EXHIBIT SPACE ATTENDEES**

 All exhibit booth workers and other participants must be identified prior to the conference and must wear their Conference nametag at all times when staffing the booth. Nametags/booth passes CANNOT be shared or transferred. Once a registration packet/nametag has been picked up, that person is considered "present", and changes cannot be made to that registration. Individuals are responsible for picking up their own nametag. Please DO NOT pick up nametags belonging to your co-workers.

These rules will be enforced. Failure to comply with the rules in 2024 may jeopardize your ability to exhibit at future USSD events.

2024 USSD ANNUAL CONFERENCE & EXHIBITION