

RE: 2023 Utah Council of Land Surveyor's Annual Conference

Dear Vendor:

It is time once again to make plans to attend the annual conference of the Utah Council of Land Surveyors (UCLS). The 2023 UCLS Conference will be held in St. George, UT on February 8 through February 10, 2023. For best booth options, it is best to reserve early.

Over the last several years we have had approximately 300-350 professionals in attendance representing well over 100 surveying and engineering companies and many state and federal agencies. This year the UCLS will be holding sessions in Ballrooms ABCD (keynote session), Ballrooms EF (Breakout #1), and Entrada (Breakout #2).

There are 21 available exhibit spaces. The spaces are arranged in a ring pattern. This configuration would allow each vendor maximum exposure. Please note that this year the booths will have full 6' tall side curtains between them rather than the usual 3' curtains, and that all vendors will be required to wear masks and comply with all other state and local regulations.

We are excited to have you as a vendor and exhibitor at this conference.

#### **EVENT LOCATION**

The convention will be held at the Dixie Center, 1835 Convention Center Drive, St. George, Utah. Information on the facility can be found at [www.dixiecenter.com](http://www.dixiecenter.com).

#### **AMENITIES**

Each space will include one 6-foot table with table curtain and 1 chair. Conference meal tickets (2 for each meal) will also be provided.

#### **SPACE CONTRACTS**

An application contract for exhibit space is located online at [www.ucls.org](http://www.ucls.org). UCLS reserves the right to decline or accept any application. If the application contract is accepted by the UCLS, a notice indicating such acceptance will be returned to you. Consideration as to the assignment of booth locations will be determined by the order in which completed applications are received with payment and the amount of space available.

#### **TERMS OF PAYMENTS**

Early bird pricing for each booth will range from \$950.00 to \$1,285.00, if reserved by January 13, 2023. Booth prices will increase by \$75 per booth after January 13, 2022 (see attached map for pricing locations). Refunds will not be made for cancellations; however, in the event the application for exhibit space is declined, all monies deposited for such space will be refunded to the applicant. Please be certain your address is correct and complete, including postal zip, contact email, telephone and fax numbers.

#### **EXHIBIT SET-UP AND HOURS**

Wednesday, February 8, 2023, is scheduled for vendor setup from 9:00 a.m. to Noon. Take down may commence after the last break on Friday.

## **SURVEY OLYMPICS PARTICIPATION**

The UCLS is reviewing what activities might work, based on the current situation that would allow our members to participate in contest related activities similar to Survey Olympics that we have done in the past. If interested in supporting such an activity by providing prizes and awarding them to the contest winners at the close of the conference, please contact James Coutts at [james.coutts@eciusa.com](mailto:james.coutts@eciusa.com).

## **ARRANGEMENTS FOR DISPLAY**

Exhibitors are required to arrange their displays so as not to obstruct the general view or conceal other exhibits. Background heights may extend out a maximum of three feet from the back of the booth toward the aisle. Any extension toward the aisle beyond this point should be no more than four feet high. No special signs, apparatus, etc. will be permitted to extend more than eight feet above the floor and no interference with light or space of other exhibits will be allowed. Illuminated signs must be placed near the back wall of the booth.

## **BOOTH EQUIPMENT AND SERVICES**

All booths will have one (1) 6-foot table, one (1) chair and table skirting. The UCLS will not provide electrical or telephone services; however, such services may be made available through the Dixie Center and should be requested and paid directly to the Dixie Conference Center. You may contact **Cindy Curtis at [CindyC@dixiecenter.com](mailto:CindyC@dixiecenter.com) or (435) 986-6658**, toll free: 800-748-5011 for these services.

## **SECURITY**

The booth area is not located in a secure room. The convention center is locked when the building is vacant. While the building is unlocked you will be expected to provide your own booth security. Please contact the convention center if you have security concerns or questions.

## **CARE OF BUILDING**

Exhibitors will be held responsible for any damage by them, their agents, or employees. Walls, woodwork, or floor of the building must not be defaced or altered in any manner whatsoever. Tacking, taping and/or nailing of signs, banners, etc., to any permanent walls or woodwork or beyond limits of any background is prohibited.

## **REGISTRATION**

Vendors may register online at [www.ucls.org](http://www.ucls.org). Click on the UCLS Conference 2023 link under Upcoming Events and then click on the link to the Vendor Application Form. You can pay by Visa, MasterCard, DiscoverCard, American Express, or check.

## **QUESTIONS**

Committee Contact: James Coutts at (801) 589-3902 or email: [james.coutts@ecisua.com](mailto:james.coutts@ecisua.com) or Susan Merrill at the UCLS Office: 801-964-6192 or email: [smerrill@ucls.org](mailto:smerrill@ucls.org).

Respectfully,

Susan Merrill  
Utah Council of Land Surveyors  
Administrative Secretary