



## WEFTEC 2022 Exhibitor FAQs

Updated November 24, 2021

As WEF plans for WEFTEC 2022, we have developed these FAQs based on exhibitor feedback and anticipated exhibitor needs.

### Quick Links

[General](#) | [Housing](#) | [Exhibitor Service Materials](#) | [Booth Application Process](#) | [Exhibitor Membership Payment Schedule and Cancellation Policy](#) | [Programming and Speaking Opportunities](#) | [Innovative Technology Award](#) | [Other WEF Exhibiting Opportunities](#) | [Advertising and Marketing Opportunities](#) | [Who to Contact](#)

## GENERAL

### Q: Is WEFTEC 2022 taking place in person?

A: WEF is planning WEFTEC 2022 as an in-person event:

WEFTEC 2022  
New Orleans Morial Convention Center  
New Orleans, Louisiana, US  
Conference: October 8–12  
Exhibition: October 10–12

### Q: What are the exhibit hall hours, exhibition power hours, and hospitality hours?

A: *Monday, October 10* 8:30 a.m. – 5:30 p.m.

Hospitality Hour 5:30 p.m. – 6:30 p.m.

*Tuesday, October 11* 8:30 a.m. – 5:30 p.m.

Exhibit Hall Reception/Hospitality Hour 5:30 p.m. – 6:30 p.m.

*Wednesday, October 12* 8:30 a.m. – 3:30 p.m.

\* Exhibition Power Hours are planned for Monday and Tuesday. Times will be announced once available.

### Q: What health and safety requirements will you enforce at WEFTEC 2022?

A: Your health and well-being are priorities. Expect that a range of measures may be in place — according to prevailing U.S. Federal, State of Louisiana and City of New Orleans government and health authority guidance. The New Orleans Morial Convention Center has achieved GBAC Star Accreditation.

[Learn More](#)

**Q: What were WEFTEC 2021 final registration numbers?**

**A: WEFTEC 2021 Final Registration Summary**

Full Conference categories	2,009
Expo Only	3,696
Operations Challenge	175
Exhibitors	2,994
Meeting Only, Workshop Only, Session Only	42
Others: Guests, Press, Ticket Only	334
<b>Total</b>	<b>9,250</b>

**Q: How do I access the final attendee registrant list?**

A: WEFTEC 2021 contracted exhibitors can access the final attendee registrant list. To do so, please log into your WEFTEC 2021 Exhibitor Dashboard: <http://weftec21.exh.mapyourshow.com/>

Under the Exhibitor Checklist, search “Download Attendee Registration List”. Please contact [expoinfo@wef.org](mailto:expoinfo@wef.org) if you have any questions about the attendee list or your login.

## HOUSING

**Q: When can I reserve housing for WEFTEC 2022?**

A: Convention Management Resources, Inc. (CMR) is the official housing services partner of the Water Environment Federation (WEF), managing WEFTEC Housing for over 20 years. Reservations at the negotiated WEFTEC rates can only be made through CMR.

Advance exhibitor housing is open November 30, 2021, and closes January 4, 2022, at 9:00 p.m. EST. Information and instructions will be emailed from WEF staff Tangela Williams ([tawilliams@wef.org](mailto:tawilliams@wef.org)) to companies who reserved WEFTEC 2022 booth space at Onsite (Advance) Sales during WEFTEC 2021. In January 2022, CMR assigns advance exhibitor room blocks and issues agreements from [weftecsupport@cmrus.com](mailto:weftecsupport@cmrus.com).

In early February 2022, CMR accepts exhibitor room block requests from companies who did not participate in WEFTEC 2022 Onsite Sales during WEFTEC 2021. Contracted exhibitors will be contacted once housing is open.

We are aware that other unauthorized lodging and travel agencies are already soliciting business from past WEFTEC participants and caution you to look before you book. Visit [www.weftec.org/exhhotel](http://www.weftec.org/exhhotel) for additional information about spoof registration and housing sites.

## EXHIBITOR SERVICE MATERIALS

**Q: When will Exhibitor Service Materials be available?**

A: Exhibitor Service Materials will become available to exhibitors in Spring, 2022. Once available, exhibitors will be able to access Service Materials and links using the Checklist in their 2022 Map Your Show dashboard.

## BOOTH APPLICATION PROCESS

### **Q: How does the booth space application process work?**

A: The online booth space application process including eligibility, priority points and the order in which companies may select, timeline, exhibit space rates, payment schedule, cancellation policy, and process are detailed on <http://www.weftec.org/exhibit2022>

### **Q: I have a WEFTEC 2021 credit on file with you. Do I need to complete a WEFTEC 2022 booth application to reserve space for WEFTEC 2022?**

A: Yes. Every exhibitor must complete a WEFTEC 2022 booth space application. Your credit will be applied towards your booth space deposit payment on Step 6 (Payment) of your booth application. [View Step-by-Step Booth Application Guide.](#)

### **Q: What are the floorplan highlights?**

A: Here are the main highlights, with changes highlighted with “New!”:

- **New!** A primary Transportation Center opened across the street from Hall G in 2019. Convention shuttle buses, taxis, and rideshares like Lyft and Uber drop-off and pick-up riders exclusively at the Transportation Center.
- Specialty areas including Operations Challenge, Innovation Pavilion, Stormwater Pavilion, Intelligent Water & Cybersecurity Pavilion, 100-Mile Pavilion (NEW), Career Fair, Technology Spotlights, and WEFTEC Live.
- Main 30’ cross aisle through entire exhibit floor, Halls B1 – H, features continuously running trolley carts during open exhibit hours. Trolley stops are located conveniently along the 30’ cross aisle Concessions and concession seating are located along the perimeter at the rear of the hall, Halls B1 through H.
- No physical distancing space in between inline booths will be used this year like WEF used at WEFTEC 2021.

### **Q: How do I qualify for a specialty pavilion, apart from the general exhibition?**

A: If you haven’t exhibited in a specialty pavilion at WEFTEC in the past, you must submit product literature to [WEFTECSales@wef.org](mailto:WEFTECSales@wef.org) to be approved for assignment in a pavilion. View pavilion criteria below:

#### Innovation Pavilion

- Innovation Zone: Booths surrounding Innovation Showcase and Theater, Discovery Zone, and Distributed Infrastructure Zone. These booths are for alumni of the pavilion or other companies who have won recent innovative product awards.
- Innovation Showcase & Theater: Available to winners of the WEF Innovative Technology Award, BlueTech Forum Innovation Award, and Imagine H2O’s Consumer Innovations Prize.
- Discovery Zone: Available to startups who are first time exhibitors and have won innovation awards or companies who are exhibiting for the first time on their own outside of the Innovation Pavilion. These spaces are 8’x8’ and come with a basic counter, carpet, and chairs.
- Distributed Infrastructure Zone: This area focuses on treatment and disposal of reuse water – rainwater, greywater, wastewater, or other alternative water supplies – in or near buildings and the property close to them. Companies exhibiting here must have at least 50% of their display focused on distributed infrastructure.

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**NEW! 100 Mile Pavilion:** For exhibitors who are located within 100 miles of New Orleans. Highlights local companies and emphasizes sustainability.

**Drinking Water Pavilion:** For exhibitors with a drinking water treatment/distribution system focus. Companies exhibiting within this pavilion must have at least 50% of their display dedicated to drinking water. Drinking water and related programming will take place in the SDG 6 Theater located in the Drinking Water Pavilion.

**Intelligent Water & Cybersecurity Pavilion:** For exhibitors featuring product(s) that protect networks, devices, and data for critical infrastructure applications. The pavilion will also feature technologies to optimize system operations, promote the application of process instrumentation, control equipment and automation, and the management of information in the water environment. At least 75% of the display must be dedicated to Intelligent Water and/or cybersecurity solutions. The pavilion will feature a networking area to facilitate scheduled and spontaneous meetings and offer seating to attendees.

**Stormwater Pavilion:** 50% or more of display must focus on stormwater and wet weather management products. The pavilion will feature a networking area to facilitate scheduled and spontaneous meetings and offer seating to attendees.

## **EXHIBITOR MEMBERSHIP**

### **Q: What type of WEF membership allows access to the member booth rate?**

A: Only [WEF Exhibitor Membership](#) allows companies to access the WEFTEC member booth rate, in addition to member exhibit rates for WEF Specialty Conferences. Companies who do not hold WEF Exhibitor Membership will receive the non-member exhibit rate.

### **Q: Do I need to renew my 2022 WEF exhibitor membership prior to selecting my space?**

A: WEF recommends exhibiting companies confirm their 2022 WEF exhibitor membership status and renew, if needed, before completing your booth space application. For Second Round Sales companies, during the application process, the price will automatically calculate based on your current membership status. For General Sales companies, or companies exhibiting for the first time, you will select your membership status (this will be verified by WEF when your booth space is assigned).

WEF exhibitor membership must be paid in full to be activated, and thereby, receive the WEFTEC member booth rate.

If a non-member exhibiting company contracts space and would later like to purchase exhibitor membership to receive the member rate, this is possible. The WEF Exhibit Sales team checks for changes to contracted exhibitors' membership status on a weekly basis. Our team will update the non-member rate to the exhibitor member rate (and vice versa if your membership lapses) and follow-up with a revised WEFTEC booth space invoice.

**Q: How can I learn more about WEF Exhibitor Membership and verify my company's membership status?**

A: Learn more about WEF exhibitor membership: [www.wef.org/exhibitormembership](http://www.wef.org/exhibitormembership)

Confirm your company's WEF exhibitor membership status, renew, or apply for membership:

WEF Member Services

1-800-666-0206

[csc@wef.org](mailto:csc@wef.org)

## **PAYMENT SCHEDULE AND CANCELLATION POLICY**

**Q: Where can I view the full WEFTEC 2022 Exhibitor License Agreement?**

A: [Access the Exhibitor License Agreement](#)

**Q: What is the exhibit payment schedule?**

A: The WEFTEC exhibit space payment schedule is as follows:

### *Onsite (Advance) Sales*

A 25% deposit is due no later than January 31, 2022. Full payment of the balance is due no later than May 31, 2022. Exhibitors with a WEFTEC 2021 credit on file may use this towards their deposit and will be invoiced for the remaining balance, if applicable.

Exhibitors received an invoice immediately following their onsite sales appointment and have the option to make a credit card payment online or send a check, ACH, or wire transfer.

### *Second Round Sales & General Sales*

A 25% deposit is due with the exhibitor's signed contract. Booth applications will not be reviewed/assigned without the required deposit. Exhibitors with a WEFTEC 2021 credit on file may use this towards their deposit and will be invoiced for the remaining balance, if applicable. Exhibitors will have the option to make a credit card payment online, or send a check, ACH, or wire transfer once they submit their application.

Full payment of the balance is due no later than May 31, 2022.

**Q: What if I need to cancel my exhibit space?**

A: Exhibitors cancelling or reducing space reservations before January 31, 2022, will receive a full refund. Exhibitors cancelling or reducing space reservations between February 1, 2022, and May 31, 2022, are subject to liquidated damages of 10% of total booth fees of the cancelled space. Cancellation/reductions after May 31, 2022, are subject to liquidated damages of 100% of total booth fees.

Any cancellations or reductions in booth space must be received in writing to [WEFTECSales@wef.org](mailto:WEFTECSales@wef.org).

**Q: What happens if WEF must cancel the in-person component of WEFTEC 2022? Will I get a refund?**

A: Though it is WEF's strong intention to hold WEFTEC, should WEF cancel the in-person component of WEFTEC 2022, WEF will credit 100% towards WEFTEC 2023 or refund 100% of booth fees paid at the time of WEF's notification of cancellation. WEF will not refund any exhibitor's cancellation or reduction fees incurred prior to WEF's cancellation of in-person WEFTEC.

**Q: I am unable to reserve WEFTEC 2022 exhibit space now. What happens to my WEFTEC 2021 credit on file?**

A: WEFTEC 2021 credit monies may be used towards [WEFTEC 2022 sponsorship](#), [WEF Specialty Conferences](#), [WEF Advertising](#), or [WEF Buyer's Guide](#). All WEFTEC 2021 credit monies must be used by December 31, 2022.

## **PROGRAMMING AND SPEAKING OPPORTUNITIES**

**Q: How can I speak as a part of the WEFTEC technical program?**

A: The WEFTEC 2022 call for abstracts is now open and closes December 15, 2021, at 11:59 p.m. Eastern Time. Learn more: <https://www.weftec.org/speak/call-for-abstracts/>

**Q: Are there other speaking opportunities available to exhibitors?**

A: Yes! Technology Spotlights, an exclusive exhibitor speaking opportunity, will be available for submissions in Spring 2022. Additionally, submissions for the SDG 6 Theater in the Drinking Water Pavilion and the Innovation Theater in the Innovation Pavilion will be available in Spring 2022. For updates, bookmark <https://www.weftec.org/speak/call-for-abstracts/>.

## **INNOVATIVE TECHNOLOGY AWARD**

**Q: What is the Innovative Technology Award?**

A: The Innovative Technology Award recognizes WEF Exhibitor Members who have introduced new, innovative products or services related to our industry. Nominations are accepted from WEF Exhibitor Members only. Nomination Deadline: April 1, 2022

Find more details, criteria, and submission requirements: <https://www.wef.org/membership/awards-recognition/wef-awards/InnovativeTechAward/>

## **OTHER WEF EXHIBITING OPPORTUNITIES**

**Q: Apart from WEFTEC, what specialty conferences is WEF hosting in 2022?**

A: WEF is hosting several specialty conferences this year including exhibiting opportunities and/or sponsorship:

[Forum 2022: Particles and Colloids](#)  
[The Next Frontier in Intensifying Water Resource Recovery](#)

*(Sponsorships only, no exhibits)*

Fort Lauderdale, Florida | January 10-12

[WEF/AWWA Utility Management Conference 2022](#)

*(Sponsorships only, no exhibits)*

Orlando, Florida | February 21-24

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[Public Health and Water Conference & Wastewater Disease Surveillance Summit](#)

Cincinnati, Ohio | March 21-24

Exhibit Dates: March 22-23

[Collection Systems Conference 2022](#)

Detroit, Michigan | April 19-22

Exhibit Dates: April 20-21

[Residuals and Biosolids Conference 2022](#)

Columbus, Ohio | May 24-27

Exhibit Dates: May 25-26

[Innovations in Process Engineering Conference 2022](#)

Miami, Florida | June 20-23

Exhibit Dates: June 21-22

[Stormwater Summit 2022](#)

Minneapolis, Minnesota | June 27-29

Exhibit Dates: June 28-29

Note, exhibitors receive 1 exhibitor priority point for each WEF Specialty Conference where they exhibit.

Learn more about why priority points are important: <https://www.weftec.org/exhibit/Exhibit2022/>

**Q: What is the WEF International Pavilion Program (WIN)?**

A: The WEF International Pavilion Program (WIN) makes it easier for companies to exhibit at major water and wastewater events around the world. Under the program, WEF utilizes its global reach to purchase premium exhibit space within major international water quality shows and constructs a pavilion to house exhibitors.

For one, all-inclusive price, WEF provides program participants with a fully built, shell scheme booth complete with all furnishing. WIN participants earn 1 exhibitor priority point for every pavilion in which you participate. Find all the benefits here: <https://www.wef.org/advocacy/global-programs/wef-international-pavilion-program/>

## **ADVERTISING AND MARKETING OPPORTUNITIES**

**Q: My company is seeking additional exposure to WEF's member audiences. How can I learn more?**

A: There are a variety of year-round advertising and marketing programs available at WEF to support organization's marketing objectives:

WEF Advertising | <https://www.wef.org/advertise>

WEF Buyer's Guide | <https://wefbuyersguide.wef.org/>

## CONTACTS

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### **WEF Buyer's Guide**

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### **WEF International Pavilion Program (WIN)**

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