



EXHIBITOR REGISTRATION

The badging system is essential for the safety and security program at any event. Therefore, Show Management has instructed security personnel to allow, at the appropriate times, only badged personnel within the exhibit area. Under NO circumstances will anyone be allowed on the exhibit floor without proper show identification. No one under the age of 18 will be allowed on the show floor during move-in and move-out. We ask for your cooperation and attention in complying with this system; it is to the benefit of all concerned.

EXHIBITOR PRE-REGISTRATION

In this section, you can register your booth staff online. Booth contacts will receive an email and log-in information from Custom Registration Inc.

Or, you will also find a PDF form in this section to secure badges for your exhibit personnel. As the designated contact person for your company, you are responsible for distributing these forms to your personnel. Exhibiting companies can register their on-site booth staff in one of two ways: Exhibitor Conference or Exhibitor Booth Only.

Exhibitor Conference Registration

In addition to full access to the exhibit floor this registration category entitles your booth staff to take full advantage of all the PWX education programs, Sunday’s Get Acquainted Party, Monday’s Awards Ceremony & Reception and spectator access to the National Rodeo on Monday.

The numbers of Exhibitor Full-Conference Badges are allocated to each exhibiting company based on size of their booth:

- 100 - 300 square feet 4 Exhibitor Conference Registrations
- For each additional 100 square feet. 1 Exhibitor Conference Registration

Additional Conference Badges in excess of allotment are available for \$500/person.

Exhibitor Expo-Only Registration

Exhibitors are allotted an unlimited number of Exhibitor Expo-Only Badges. Exhibitor Expo-Only Badges allow access only to the exhibit hall during move-in, move-out, and normal exhibit hall hours. Special Event Tickets can be purchased by Exhibitors onsite.

For security and liability purposes, exhibitor badges can only be processed under the name of the contracted exhibiting company. Dealers or representatives working on behalf of the exhibiting company should put their company's name in the nickname field on the exhibitor booth staff Information section to have it printed on their badge. The contracted exhibiting company's name will also be printed on the badge.



EXHIBITOR SERVICES MANUAL

REGISTRATION, HOTEL & TRAVEL INFORMATION

Exhibitor representatives can pick up their badges at the registration counters at the Washington State Convention Center. Each person is responsible for picking up his/her own badge and a valid picture ID will be required at check-in. Exhibitor badges will not be mailed in advance.

The postmark deadline for advanced registration is August 12, 2019.

EXHIBITOR REGISTRATION HOURS

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|-------------------------|--------------------|
| Saturday, September 7 | 7:00 AM – 5:00 PM |
| Sunday, September 8 | 7:00 AM – 6:00 PM |
| Monday, September 9 | 7:00 AM – 5:00 PM |
| Tuesday, September 10 | 7:00 AM – 4:00 PM |
| Wednesday, September 11 | 7:00 AM – 12:30 PM |

For questions regarding exhibitor registration or registration payment, please call APWA's registration company at 817-277-7791, Monday - Friday, 8:00 AM - 5:00 PM CST, or email webreg@signup-confirmation.com.

HOTEL & DESTINATION INFORMATION

Please see the form or link in this section to make hotel reservations at APWA's discounted room blocks, and to check out special events coordinated by the APWA Washington Chapter – events include a golf tournament, a brewery tour, a 5K run/walk, a basketball tournament and a Mariners game!

Stay at one of the official PWX hotels and save on lodging. APWA has negotiated great rates for all exhibitors and attendees at the hotels listed below. Make your reservations by **August 9, 2019** for the APWA discounted rate. Discounted rates may sell out prior to this date.

Exhibitors staying at the Westin Seattle will be entered to win one of five one-bedroom suite upgrades at the negotiated group rate.

In order to secure the APWA rate at the listed hotels, please make your guest room reservations online here: [RESERVE ONLINE](#) (or <http://registration.experientevent.com/ShowPWE191>).

QUESTIONS?

Call 844-459-4636 or 800-465-5680 9:00 AM - 6:00 PM (EST) or email pwxexh@experient-inc.com.

IMPORTANT NOTICE: The only company contracted by APWA for hotel room reservations is **Experient**, APWA's designated Housing Bureau. We have been made aware of "housing pirates" that may be aggressively pursuing you, or your company or agency, to book your guest rooms through their company at supposedly significant discounts. Reservations made through any of these companies will be at your own risk. None of these companies represent APWA – they may be legitimate companies with questionable operating ethics or may be trying to obtain credit card numbers to be used illegally.



Both types are commonly referred to as “housing pirates” or “housing bandits.”

What is a housing pirate? Housing pirates or housing bandits are companies that phone, fax or email attendees and exhibitors, claiming to offer good deals on hotel rooms. They may falsely claim to be affiliated with APWA. Unless you have initiated the communication, please do not provide anyone with your personal information, especially your credit card number. If you provide your credit card information to one of these companies, your card may be charged and there is no guarantee you will have a room upon your arrival in Seattle.

All guest rooms must be booked through APWA’s official housing provider, Experient. [Click here to obtain these rates.](#)

The cut-off date for all hotels is August 9, 2019; please note guest rooms may become unavailable prior to that date.

Sheraton Grand Seattle – Headquarters Hotel

Directly across street from convention center
1400 6th Ave. | Seattle, WA 98101
Room Rate: \$229.00

Grand Hyatt

.5 block from convention center
721 Pine St. | Seattle, WA 98101
Room Rate: \$239.00

Westin Seattle

4.5 blocks from convention center
1900 5th Ave. | Seattle, WA 981010
Room Rate: \$229.00*
* Includes complimentary guestroom internet

Hyatt Olive 8

1.5 blocks from convention center
1635 8th Ave. | Seattle, WA 98101
Room Rate: \$239.00

Crowne Plaza Hotel Seattle

3.5 blocks from convention center
1113 6th Ave. | Seattle, WA 98101
Room Rate: \$219.00

Renaissance Seattle Hotel

5.5 blocks from convention center
515 Madison St. | Seattle, WA 98104
Room Rate: \$229.00

Paramount Hotel Seattle

2 blocks from convention center
724 Pine St. | Seattle, WA 98101
Room Rate: \$215.00

Hilton Seattle

4 blocks from convention center
1301 6th Ave. | Seattle, WA 98101
Room Rate: \$249.00

TRANSPORTATION

All PWX Official Hotels are within walking distance of the convention center (distances listed above). While Seattle is easy to navigate with a wide variety of smart transportation options please note that traffic can be challenging. Your best bet for traveling between the hotels and the convention center is a comfortable pair of walking shoes.



AIRPORT SHUTTLES

[Shuttle Express Downtown Airporter](#) offers shuttle service for less than \$20/person to downtown Seattle hotels.

TAXIS, LIMOS, TOWN CARS & RIDE SHARING

At Sea-Tac Airport, taxis and ride-sharing companies are available on the third floor of the parking garage. One-way rides between the airport and downtown range from \$40-\$55. To arrange for a limo, town car or taxi ride in advance, use any of the travelers' information boards in baggage claim or visit the ground transportation information booth on the third floor of the parking garage. Contact our concierge team at the [Seattle Visitor Center](#) for referrals for specific transportation companies based on your personal travel needs.

In downtown Seattle, [Uber](#), [Lyft](#), and metered taxis offer in-city transportation from local drivers. All rides can be scheduled using smartphone apps.

LIGHT RAIL INFORMATION

Sound Transit's Link light rail makes trips from Angle Lake Station to the University of Washington through downtown Seattle making 14 stops along the way, including downtown Seattle and Sea-Tac Airport. Trains arrive every 6 to 15 minutes, depending on the time of day, and take about 40 minutes to travel between Sea-Tac International Airport and Westlake Station in downtown Seattle. One-way fare for adults' ranges from \$2.25 to \$3.25. Schedules and station maps are available on the [Sound Transit website](#).

REGIONAL TRANSIT PASS INFORMATION

An **all-day regional transit pass** is available for visitors to Seattle. These \$8 all-day passes are loaded onto regional transit cards (\$5 each) at all [ORCA](#) vending machines and are used for unlimited riding on all local public transit (excluding the Seattle Monorail and Washington State Ferries). Transit pass value covers \$3.50 per ride.

STREETCAR INFORMATION

The [South Lake Union Streetcar](#) makes 11 stops through the South Lake Union area. Streetcars arrive every 10-15 minutes and run from 6:00 AM - 9:00 PM (Monday - Thursday), 6:00 AM - 11:00 PM (Friday & Saturday), and 10:00 AM - 7:00 PM (Sunday & holidays). Adult fare is \$2.50. Schedules and maps are available on their [website](#).

The [First Hill Streetcar](#) makes 10 stops from the Chinatown-International District through Capitol Hill. Departures are every 10-25 minutes and operate from 5:00 AM - 1:00 AM (Monday - Thursday), 6:00



AM - 1:00 AM (Friday & Saturday), 10:00 AM - 7:00 PM (Sunday) and 10:00 AM - 8:00 PM (holidays). Adult fare is \$2.50. Route maps and schedules are available on their [website](#).

RENTALS & CAR SHARING

All car rental companies providing service at Sea-Tac Airport are located in the off-site car-rental facility. Dedicated shuttle buses run 24/7 to pick up passengers outside baggage claim at the north and south ends of the main terminal. If you prefer to enjoy the city using public transit when first arriving, car rentals are available at multiple downtown Seattle locations. Ask our [Seattle Visitor Center](#) team for referrals or assistance.

Visitors can rent vehicles by the hour from [Zipcar](#) or by the minute from [Car2Go](#), [Lime](#), or [ReachNow](#).

DRIVING

The Convention Center is well-marked from I-5. Our [Parking Map](#) features a map of downtown Seattle that may also help you navigate to the Convention Center. WSCC parking is in close proximity to two I-5 exits and is accessible from the eastside of the freeway.

If you are arriving by taxi or other car service, the best drop-off locations are on Convention Place, between Union and Pike Streets, or on Pike Street, between 7th and 8th.

PARKING

We recommend parking in one of the two garages operated by the WSCC: the WSCC Main Garage or Freeway Park Garage. Directions and parking information can be found on the [center's website](#). You may see a map of the downtown area and parking map [here](#).

WSCC Main Garage

Freeway Park Garage

Entrance: On 8th Avenue, between Pike & Seneca Streets

Entrance: On Hubbell Place, between Pike & Seneca Streets

Clearance: 6'5"

Clearance: 6'9"

Hours: 5:30 AM - 12:00 AM (Staffed 7:00 AM - 12:00 am); access through WSCC closes at 10:00 PM on non-event nights

Hours: Monday - Friday, 5:30 AM - 8:00 PM (Unstaffed); may be closed on major holidays unless prior event arrangements are made