



# GSA Heartland Sustainability Forum

Overland Park Convention Center  
Overland Park, Kansas

DECEMBER 1, 2010  
8:00 a.m. - 5:00 p.m.

The U.S. General Services Administration invites you to participate in the GSA Heartland Sustainability Forum in the Kansas City Metro Area December 1, 2010. More than 300 federal employees from more than 20 agencies are expected to attend the event designed to educate and equip them to increase government sustainability.

To provide attendees with on-site access to sustainable products and services, GSA is seeking a limited number of organizations to exhibit at the forum. GSA is targeting on-schedule vendors that offer solutions in energy management; water conservation; waste management; green procurement and acquisition; environmental footprint reduction; and sustainable design, workplaces and travel.

## Team with federal agencies

The forum is also intended to increase teamwork among federal agencies as they strive to meet challenging sustainability goals set forth by Executive Orders and regulations. This is your company's opportunity to position itself as one of the federal government's teammates in sustainability.

## Exhibitors receive

- Designated time with federal employees seeking sustainable solutions
- Minimal competition for potential customers' time (No more than 30 exhibitors will be accepted.)
- A 10 ft. by 10 ft. presentation area in the Sustainability Forum's primary banquet hall
- An 8-foot skirted table
- One meal package (Additional meals may be purchased for \$45.00 each.)
- The opportunity to become one of the federal government's sustainability teammates

Exhibitors may set up from 7:00-7:45 a.m. The forum begins at 8:00 a.m. and concludes at 5:00 p.m. Presentation areas do not have access to electricity. Tabletop exhibits only, please.

## Expense

Cost to exhibit is \$300.00. Your application will be considered based how well your products support the GSA event goals.

## On-schedule vendors

GSA is seeking only companies listed on GSA schedules to exhibit at this forum.

## Apply by Nov. 3

As an exhibitor, you will not register online. To apply, complete the attached form and email it to [Terry.Cochrel@feapc.com](mailto:Terry.Cochrel@feapc.com) or fax it to (703) 591-4857.

## For more information

Visit [www.gsa.gov/R6SustainabilityForum](http://www.gsa.gov/R6SustainabilityForum) or contact Terry Cochrel at (913) 780-5556 or [Terry.Cochrel@feapc.com](mailto:Terry.Cochrel@feapc.com).

# Exhibitor application form

## Apply by Nov. 3



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**Note:** Adobe Reader version 8 or higher is required to complete, save and email this form.  
Upgrade your software for FREE at <http://www.adobe.com/products/reader/>.

Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Company Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City: \_\_\_\_\_ State/Province: \_\_\_\_\_  
Zip/Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_  
Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Email: \_\_\_\_\_  
Website: \_\_\_\_\_

## Payment information

\_\_\_\_\_ 10 ft. x10 ft. space at \$300 \$   
(Includes one meal package)  
\_\_\_\_\_ Extra meal package(s) at \$45 ea. \$   
**TOTAL DUE:** \$

Please explain how your products/services are sustainable

**\*\*\*Payment is due in full by November 3, 2010\*\*\***

**Note:** This application is not a contract. It will not become a contract unless and until accepted by FEA. Acceptance of this application by FEA constitutes a binding contract between the named company and FEA and the space is officially secured for you. If this contract is not cancelled in writing by November 8, 2010, then all contracted fees become due and payable.

## Method of payment:

Visa     MasterCard     Check

Credit Card Number: \_\_\_\_\_

Exp. Date: \_\_\_\_\_

Authorized Name on Card: \_\_\_\_\_

We will be drawing for prizes during the day. Please indicate if you would be willing to provide a prize:  Yes     No

Type of Prize: \_\_\_\_\_

## Please email or fax your completed application to

**Email: Terry.Cochrel@feapc.com**

**Fax: (703) 591-4857**

To pay by check, make it payable to Facility Engineering Associates, include GSA Sustainability Forum on the subject line, and mail to:

Facility Engineering Associates, P.C.  
Attn: Terry Cochrel  
14341 Norwood  
Leawood, KS 66224

**For more information,** contact **Terry Cochrel** at (913) 780-5556 or **Terry.Cochrel@feapc.com**.

This form is also available at [www.gsa.gov/R6SustainabilityForum](http://www.gsa.gov/R6SustainabilityForum), but it must be completed and emailed to **Terry.Cochrel@feapc.com** or faxed to **(703) 591-4857**.