

Participant/Exhibitor Registration Form
53rd Annual
Southeastern Transportation Geotechnical Engineering Conference
November 18 – November 21, 2024
Hilton Baton Rouge Capitol Center Hotel
Baton Rouge, Louisiana
<http://stgec.org>

General Registration Instructions

The Louisiana Department of Transportation & Development is proud to present the 53rd Annual Southeastern Transportation Geotechnical Engineering Conference (STGEC). The conference will be held from Monday, November 18 - Thursday, November 21, 2024 at the Hilton Baton Rouge Capitol Center Hotel in Baton Rouge, Louisiana.

For each participant registering, please fill out a copy of the 2nd page of this registration form. We encourage participants to register online at <http://stgec.org>. For each participant, indicate the registration type, the events they wish to attend, and their personal information. Most events except the hotel stay and other items as noted are covered in the registration cost. **Hotel reservations must be made separately by participants.** The room cost has been set at \$107.00 per night plus 15.95% tax. To book hotel reservations please visit the Hotel and Travel section of our website to get more information. You may also call the hotel at 1-800-955-6962 and **mention you are making reservations for "STGEC"**. The cutoff date for reserving a room at the set rate is Monday, November 4, 2024. All reservations must be accompanied by a first night room deposit or guaranteed with a major credit card. If a guest does not cancel a reservation within forty-eight (48) hours before the guest's check-in date, then the Hotel may charge the credit card one night's room fee plus any applicable taxes. The Hotel provides overnight valet parking for \$33 per night. Additional parking options may be found [HERE](#) (note that this information is maintained by others and may not be up to date).

The participant registration includes admission to all technical sessions, breakfast, lunch, banquet, and receptions. Please indicate the events you plan on attending so we may obtain an accurate head-count. Accurate headcounts are needed in order to control costs and keep registration fees at a reasonable rate. There are no discounts for unattended events.

A \$50.00 late fee is assessed on each participant registered after October 18, 2024. All refunds before October 18, 2024 will be charged a \$25.00 fee for processing. You may make substitutions at no cost. **No refunds will be given after October 18, 2024.**

General Registration Instructions for Exhibitors

The STGEC Conference would not be successful without the support of our exhibitors. If paying online, the Exhibitor can choose any available space. If paying by check, booth space will be assigned in order of when we receive your check and the lowest available booth number option listed. STGEC reserves the right to adjust the exhibitor layout as needed to accommodate conference requirements. All receptions, breakfasts, and breaks will be in the exhibit area.

The exhibitor registration includes a booth area which consists of a 6 foot white linen skirted table, two chairs, and one (1) conference registration. Pipe and Drape are not included. Power will be provided and you can bring your own power strip at no charge. The Hotel can also supply a power strip for a \$25 fee. The conference registration includes admission to all technical sessions, breakfast, lunch, and receptions. Additional exhibit registrants can be made at the individual rates

The shipping of materials to and from the facility is the responsibility of the exhibitor. Please see the attached for shipping address and other requirements for shipping and storage of packages at the Hilton Baton Rouge Capitol Center Hotel.

Setup time is from 3:00 p.m. to 5:00 p.m. on Monday, November 18, 2024. Displays may be removed after 3:30 p.m. with removal complete no later than 4:30 p.m. on Wednesday, November 20, 2024. A \$100.00 late fee is assessed on each exhibitor registered after October 18, 2024. All refunds before October 18, 2024 will be charged a \$25.00 fee for processing. You may make substitutions at no cost. **No refunds will be given after October 18, 2024.**

If you have any questions regarding registration, please contact Chris Nickel at
(225) 379-1016 or by email at support@stgec.org

STGEC 2024 Registration Form

Registration Type:

Attendee Type	Early Registration (Until 10/18/24)	Late Registration (After 10/18/24)
Individual	<input type="checkbox"/> \$400.00	<input type="checkbox"/> \$450.00
Exhibitor	<input type="checkbox"/> \$1,850.00	<input type="checkbox"/> \$1,950.00
Spouse	<input type="checkbox"/> \$200.00	<input type="checkbox"/> \$225.00

Event Selection:

Please indicate the events you expect to attend. Accurate headcounts are essential to keep costs down and registration fees at a reasonable level.

Event	Monday	Tuesday	Wednesday	Thursday
Opening Reception	<input type="checkbox"/>			
Breakfast		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lunch		<input type="checkbox"/>	<input type="checkbox"/>	
Reception/Banquet		<input type="checkbox"/>	<input type="checkbox"/>	

Individual/Exhibitor Information:

Check here if this is also the billing information.

First Name: _____ Last Name: _____

Badge Name: _____

Title: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No: () _____ Email: _____

Special Requests/Accommodations:

Vegetarian/Vegan meals (Please Check Box):

Food Allergies / Other Special Requirements (please indicate below):

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Preferred Exhibition Booth Locations:

Please list four (4) options. See "Exhibitor Space Layout" at www.stgec.org for available spaces.

(1) _____ (2) _____ (3) _____ (4) _____

Total Amount Due: \$ _____

(Please make checks payable to STGEC)

Please indicate the billing address below if it is different from the registration address.

If you are registering multiple people and the billing address is the same as one of the registrants, please be sure to indicate which one is the correct billing address.

Billing Information:

First Name: _____ Last Name: _____

Organization: _____

Address: _____

City: _____ State: _____ Zip: _____

Telephone No: () _____ Billing Email: _____

Fax No: () _____

If you are paying with a check, please send your registration information along with the check, **payable to STGEC**, to the following address:

STGEC (Southeastern Transportation Geotechnical Engineering Conference)
4206 Brownsboro Glen Rd., Louisville, KY 40241
Attn: William Broyles

EXHIBITOR LIABILITY (Not required for STGEC 2024)

Exhibitor is expected to keep booth safe and avoid damaging hotel property. Exhibitor shall be fully responsible to pay for any and all damages to Hilton Baton Rouge Capitol Center, its owners, or managers which result from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless Hilton Baton Rouge Capitol Center, its owners, managers, officers or directors, agents, employees, subsidiaries and affiliates, from any damages or charges resulting from Exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages, or expenses arising from, out of, or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of the Exhibitor's occupancy and use of the exhibition premises, the Hotel or any part thereof.

NAME OF EXHIBITOR

SIGNATURE