



WASDA Fall Meeting & Partnership Forum

Tips for Meeting Success

The WASDA Fall Meeting is *the* best opportunity for distributors and manufacturers in the underground water, sanitary and storm sewer industry to meet and discuss trends, changes, and events. The Partnership Forum also allows individual companies the opportunity to schedule “one-on-one” time with existing and potential customers and vendors, which are called “Contact Table Sessions.”

Both Distributor and Associate members are responsible for scheduling appointments on their own. Distributor companies will host 15-minute appointments at their tables. Associate members will move throughout the ballroom to conduct meetings. Appointments can be double or triple booked in advance if both parties agree.

Please note you will only get out of this meeting what you choose to put into this meeting. Preparation is the single most key to a successful Partnership Forum. Below are some tips to making YOUR partnership Forum a great value to your company.

- #1 – *Register early* and assign a Primary Contact in your office who will be responsible for scheduling Contact Table Session appointments.
- #2 – Make *hotel reservations* at the hotel as early as possible.
- #3 – Contact *companies* you want to meet with and schedule an agreed upon meeting time. Make sure to write down your appointments in the [Contact Table Appointment Card](#). The Registrant List is sent out weekly to official registrants, so keep checking the list for new registrants.
- #4 – Allow a few *breaks* throughout the day. Breaks are also an excellent time to “bump” into other WASDA members you might not have scheduled a meeting with but would like an opportunity to chat with briefly.
- #5 – Many companies will set up *breakfast, lunch, and/or dinner meetings*. Please make sure that you are not scheduling these meetings during Association hosted events.
- #6 – In the evenings, prior to dinner, WASDA will host *networking receptions*. This is a great opportunity to get acquainted or re-acquainted with members.