



Updated 9/21/23

## 45<sup>th</sup> Stationary Source Sampling and Analysis for Air Pollutants (SSSAAP)

### FREQUENTLY ASKED QUESTIONS & CONTACT INFORMATION

1. Do Speakers and presenters need to register?	Yes. All speakers/presenters/chairs still complete all Registration materials & pay in full. There is a special time frame for speakers to register, which is scheduled for Monday, October 7 <sup>th</sup> - Friday, October 11 <sup>th</sup> , 2023. If speakers register during this time, it helps the workload/influx of the conference administration from getting deluged on registration opening the week of October 7 <sup>th</sup> . Please be considerate and try to register the week of October 28 <sup>th</sup> .
2. Is there somewhere I can go to get general information about the conference?	<p>2a) Information about the conference (including a link to the hotel, fees, registration forms, etc.), can be found at <a href="http://www.sesnews.org">www.sesnews.org</a> under the link for SSSAAP Conference.</p> <p>2b) The Fees: SES is almost a 100% Volunteer Organization. The only exceptions are the Director &amp; Conference Director. All of the Golf, recreation, meal prices are a passed-through cost. <u>There is no mark-up.</u></p> <p><b>The address to send Conference Registration Fees is:</b> Stationary Source Sampling Conference C/O Hospitality Management Systems 6508 Camino Carreta Carpinteria, CA 93013</p> <p><b>The address to send SES Dues is:</b> Source Evaluation Society P.O. Box 12124 Triangle Park, NC 27709-2124</p> <p>Make sure your Company sends the Conference payment to the correct address, as sometimes Companies have old addresses in their system and the Check is lost and delayed.</p> <p>Due to Conference financials for accounting and tax purposes, all payments must be received prior to the Conference. We're sorry, there are no exceptions.</p>



<p>3. Who do I contact for technical questions regarding technical presentations, session topics and abstracts?</p>	<p>You may contact Tommy Leach, the 2024 Conference Chair at <a href="mailto:stillwaterselfbows@gmail.com">stillwaterselfbows@gmail.com</a> or Thomas Graham, the Conference Co-Chair at <a href="mailto:tom@airhygiene.com">tom@airhygiene.com</a></p> <p>You may also contact any of the session chairs listed in the “Call for Abstracts”</p>
<p>4. Where do I submit my abstract for consideration?</p>	<p>Abstracts should be submitted to the Session Chair or Co-Chair for the session where you would like the presentation considered, as well as to the:</p> <p>Conference Chair, Tommy Leach at <a href="mailto:stillwaterselfbows@gmail.com">stillwaterselfbows@gmail.com</a> and the Conference Co-Chair, Thomas Graham at <a href="mailto:tom@airhygiene.com">tom@airhygiene.com</a></p>
<p>5. Who do I contact regarding registration questions for the conference?</p>	<p>Antoinette Chartier, SES Conference Director, is the contact person for registration information. Her contact information is:</p> <p>Email: <a href="mailto:alchms@cox.net">alchms@cox.net</a> Telephone: (805) 684-1284 Cell: (805) 455-2383 (For immediate matters)</p> <p>Hospitality Management Systems 6508 Camino Carreta Carpinteria, CA 93013</p>
<p>6. Who should I contact with questions about SES? (Membership, mailing list, etc.?)</p>	<p>Angela Hansen is the Managing Director of SES.</p> <p>You may contact her at: <a href="mailto:angelaafhansen@gmail.com">angelaafhansen@gmail.com</a></p> <p>or by telephone: (208) 891-4550</p>
<p>7. Who do I contact regarding the Poster Session?</p>	<p><b>Questions should be submitted to:</b> Jason McKeever: <a href="mailto:jmckeever@cleanair.com">jmckeever@cleanair.com</a> &amp; Courtney Adkins: <a href="mailto:courtney.adkins@et.eurofinsus.com">courtney.adkins@et.eurofinsus.com</a></p> <p><b>Please copy all questions to:</b> Thommy Leach: <a href="mailto:stillwaterselfbows@gmail.com">stillwaterselfbows@gmail.com</a> &amp; Thomas Graham: <a href="mailto:tom@airhygiene.com">tom@airhygiene.com</a></p>



<p>8. Who do I contact about QSTI exams?</p>	<p>Link to exam registration form: <a href="https://www.eta-is-opacity.com/cms/wp-content/uploads/2018/03/Exam-Registration-Form-2013b.pdf">https://www.eta-is-opacity.com/cms/wp-content/uploads/2018/03/Exam-Registration-Form-2013b.pdf</a></p> <p>You may contact SES QSTI Program administrator at <a href="mailto:qstiprogram@gmail.com">qstiprogram@gmail.com</a> for any questions concerning the exams.</p> <p>For early registration forms or information about exam fees, you may go to the Eastern Technical Associates website, <a href="https://www.eta-is-opacity.com/instack/">https://www.eta-is-opacity.com/instack/</a></p> <p>or contact Kristy Bumpass at: <a href="mailto:kristy@smokeschool.com">kristy@smokeschool.com</a></p> <p>The QSTI exams are scheduled to be held during the SSSAAP conference.</p>
<p>9. How do I get reservations if I want to arrive early and/or stay longer at the conference hotel?</p>	<p>When you register, the conference director will reserve hotel reservations on your behalf for the conference dates of: Sunday, March 24 departing Friday, March 29, 2024.</p> <p><u>You</u> are responsible for making any early or late hotel reservations. If you plan to arrive early (March 24<sup>th</sup> or earlier) or stay after the conference dates (the night of March 29<sup>th</sup> and later), you need to complete the pre/post hotel registration form (which was included in the registration packet) and fax or mail it directly <u>to the hotel</u> per the information on the form. This form is also on the SES website at <a href="http://www.sesnews.org">www.sesnews.org</a>.</p> <p><u>The hotel anticipates selling out.</u> This is during Easter week, so we strongly urge you to make your pre/post reservations early. You can always revise or cancel your pre/post dates up to (3) days prior to arrival. Once the pre-post dates are full, we cannot procure any additional rooms.</p>
<p>10. Can I review last year's 2023 conference agenda?</p>	<p>Yes – Chair Reports from most Conferences are on our website.</p> <p>This is the most recent Chair Report: <a href="https://www.sesnews.org/node/145">https://www.sesnews.org/node/145</a></p>
<p>11. Do I need to wait for payment/check to be cut before registering?</p>	<p>No, the best thing to do to hold a slot is <u>to register</u>. We request payment within (10) days of registration to continue holding a slot. We suggest that you register before December 1<sup>st</sup>, as the conference fills early and has sold out by early to mid-December for the <u>past 10 years!</u></p>



<p>12. I may bring a guest, but won't know for sure until a few weeks before the conference... is this ok?</p>	<p>Yes, just be sure and register your guest before February 5, 2024. All paid guests will be issued a name badge to admit them to meals. Partial meals (breakfast and dinners) will have a special color badge. Badges are carefully checked at all meal functions for accounting purposes and meal guarantee.</p> <p>You still are considered "<i>Participant- single room</i>" on the Registration Form. "<i>Participant- double room</i>" is effective for (2) fully paid <u>conference</u> participants. (We know this can be confusing!)</p>
<p>13. I am a golfer, when will the golf information be available?</p>	<p>Around February 1<sup>st</sup>, 2024 a web-link will be posted on our website. The Tournament will be held on Tuesday, March 26<sup>th</sup> at 1:00pm. Check the website at <a href="http://www.sesnews.org">www.sesnews.org</a></p>
<p>14. I am a clay shooter, when will the Clay Shooting information be available?</p>	<p>Around February 1<sup>st</sup>, 2024 a web-link will be posted on our website. The Clay Shoot will be held on Monday, March 25<sup>th</sup>, in the early afternoon. Check the website at <a href="http://www.sesnews.org">www.sesnews.org</a></p>
<p>15. I need to book airfare; is there an agenda that indicated the first and last function?</p>	<p>The Current "Agenda at a Glance" from 2023 is on the website. It will be very similar for 2024. The 2024 Agenda At A Glance will be posted by December 1, 2023. The link is: <a href="http://www.sesnews.org/">http://www.sesnews.org/</a></p> <p>The first event is the 5pm Social Hour on Sunday, March 24<sup>th</sup> (onsite check-in is from 1pm on Sunday, March 24<sup>th</sup>)</p> <p>The last event is Brunch Friday, March 29<sup>th</sup>, which ends at 12:00pm.</p> <p>The link to Tri-Cities Airport to ascertain which carriers serve the airport is: <a href="https://triflight.com/">https://triflight.com/</a> The airport code is: TRI</p>
<p>16. I understand that SES limits how many people can attend from each company. What are the guidelines?</p>	<p>SES limits the number of attendees from any single company to 4, <u>plus two more</u> from the following list:</p> <ul style="list-style-type: none"><li>• Presenters</li><li>• Session Chairs and Co-Chairs</li><li>• Sponsors of Main Events</li><li>• Hall of Fame Members</li><li>• Officers, Board Members, and Committee Chairs (exceptions may be granted by Conference Chair)</li></ul>



<p>17. Are there any tour options for myself and or my guest?</p>	<p>We will determine this prior to January 6<sup>th</sup>, 2024. We may do (1) or (2) organized tours. It's always challenging to reserve buses and space, as people wait until they are on site frequently; but we keep trying!</p> <ul style="list-style-type: none"><li>• Each night there is a hosted "spouse/guest gathering" around 7:30 PM. It's very informal, but a nice way to get to know each other.</li><li>• There is also a spouse and guest meeting Monday morning at 9 AM. A hotel concierge and a Visitors Bureau representative will be there to answer questions and give an overview of the area.</li></ul> <p>Please check on our website for updates.</p>
<p>18. How do I know if my paper is accepted?</p>	<p>You will receive confirmation from the Conference or Session Chair regarding paper acceptance by December 15<sup>th</sup>, 2023 if your abstract was submitted on or before December 1<sup>st</sup>, 2023.</p>
<p>19. I am interested in some type of Sponsorship; who do I contact for this to procure more information?</p>	<p>You can contact the SES Conference Director, Antoinette Chartier, at <a href="mailto:alchms@cox.net">alchms@cox.net</a> Telephone: (805) 684-1284</p> <p>The Conference has numerous Sponsorship opportunities. Detailed information, which specifically outlines the opportunities and procedure, can be sent to you upon your request.</p>
<p>20. When can I register for Golf and Clay Shooting?</p>	<p>Golf and Clay Shooting will be on the website by December 1<sup>st</sup>, 2023. Again, we ask for courtesy in registering early. Late registrations create extra staff work and internal struggling. We are hoping 2023 will be the year that people register for these events on time!</p>
<p>21. Why are all of the meals included?</p>	<p>SES believes the format of networking and "breaking bread" offers a more collaborative format. The fact that the Speakers/Presenters are available all week creates a more accessible environment.</p>
<p>22. I can no longer attend, but somebody else from my company can. How do I change the name?</p>	<p>If the person is from the same company, a substitution is allowed. However, we do need a completed registration form from the new attendee. A \$75.00 substitution fee is effective for administration for all substitutions.</p>