

\_\_\_\_\_  
company name

\_\_\_\_\_  
contact name

\_\_\_\_\_  
address

\_\_\_\_\_  
city province postal code

\_\_\_\_\_  
phone fax

\_\_\_\_\_  
e-mail

exhibitor description (brief description of product/service/  
information you intend to exhibit)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**I hereby acknowledge that I have read and agree to  
abide by the contract conditions.**

\_\_\_\_\_  
executed by (print name):

\_\_\_\_\_  
signature

\_\_\_\_\_  
date

An exhibitor package will be forwarded (on receipt of  
application and payment) to all exhibitors detailing show  
regulations, show contractor information, order forms  
and general information.

**FOR OFFICE USE ONLY**

booth number total cost GST No.122534936

approved by date

**BOOTH PRICING STRUCTURE**

	Member	Non-Member
■ 10' x 10' Booth	\$250	\$400

\*All booths include: 8' high back wall drape,  
4' high side wall drape, 1 – 800 watt duplex outlet, 1 – 8'  
skirted table, and 2 folding chairs

**PAYMENT**

No. of Booths required \_\_\_\_\_

X \$ \_\_\_\_\_

10% discount\* \$ \_\_\_\_\_

Subtotal \$ \_\_\_\_\_

+ GST \$ \_\_\_\_\_

Total Cost \$ \_\_\_\_\_

50% Deposit \$ \_\_\_\_\_

Balance Due March 30, 2012 \$ \_\_\_\_\_

**\*Discount is applicable only if payment is received in  
full by February 15, 2012.**

A REFUNDABLE "EARLY LEAVING" DEPOSIT is required and  
will be returned following the end of the show. This is to ensure  
that all booths remain intact until closing for viewing patrons.

\$100 (separate cheque please) \$ \_\_\_\_\_

**PAYMENT METHOD**

- Cheque (payable to Wainwright & District Chamber of Commerce)
- Cash
- Paypal

**EXHIBITOR BOOTH SELECTION**

Booth request will be assigned upon full payment, on a first  
come, first serve basis. Please include your two preferred  
booth locations.

1st choice \_\_\_\_\_ 2nd choice \_\_\_\_\_

## CONTRACT CONDITIONS

1. To abide by the terms and conditions set forth in this contract between the Exhibitor and the Wainwright & District Chamber of Commerce ("[Management](#)");
2. **A deposit of 50% will be required upon the signing of this agreement. The balance is due March 30, 2012**, 2 weeks prior to the start of the show, unless previous arrangement has been made with the Management. **No Exhibitor will be permitted exhibit space until the rental fee of the space has been paid in full. Should space be unoccupied 2 hours before the opening of the Show, Management may rent or use the space for other purposes without obligation of refund.**
3. The Exhibitor understands that the Management may not be able to assign the Exhibitor the space applied for. In that event, the Management shall notify the Exhibitor of the available space. In the event that more than one Exhibitor applies for the same exhibit space(s), that space will be awarded to the first Exhibitor forwarding the required payment on said space. The Management reserves the sole and absolute discretion to award and allocate exhibit space.
4. **Cancellation of space must be made in writing and received by the Management by March 15, 2012.** Cancellation on before March 15, 2012— **80% of the deposit** will be refunded to Exhibitor. Cancellation after March 15, 2012—**NO REFUND** to Exhibitor.
5. **To observe and abide by all rules and directives of the Management including those in respect of move in, set up, tear down & move out procedures and observation of fire regulations.**  
  
**Exhibitors may move in & start setting up Thursday April 12, 2012 from 12 NOON – 9:00 pm & Friday April 13, 2012 8:00 am – 10:00 am.**  
**Large displays & vehicles will be required to move in Thursday, April 12, 2012 from 8:00 am—10:00 am.**  
**Loading bay doors will CLOSE @ 10:00 am Friday, April 13, 2012 NO EXCEPTIONS.**  
**Exhibitors MUST be set up by 12 NOON Friday April 13, 2012.**  
**Exhibitors MUST leave displays up until 5:00 pm Saturday April 14, 2012, NO EXCEPTIONS.**  
**Exhibitors can start moving out Saturday April 14, 2012 @ 5:15 p.m.**
6. **Early leaving clause** – Any exhibitor who begins to dismantle displays prior to 5:00 pm Saturday April 14, 2012 forfeits their refundable early leaving deposit and may, at the discretion of the Management, not be permitted to participate in future trade shows.
7. To permit the officers of the Management or any person authorized by them at any time to enter upon and inspect the exhibit space.
8. **Exhibitor agrees to display only products outlined on the front of this form and not to assign or transfer this contract.** Subletting of space is prohibited. Two or more firms may not exhibit in a single space unless approved by the Management.
9. To store in the booth only those goods or merchandise actually on display or for sale. Nothing shall be done or permitted by the exhibitor in or about the booth area, which shall be or result in a nuisance. The Management reserves the right to limit the generation of noise, smell, dust, smoke, litter, method of operation, creation of safety hazards or any other result which may be objectionable or otherwise distract from or be out of keeping with the character of the show as a whole. Booths must be maintained in a neat and orderly manner throughout the show. Preparation and/or serving of food or beverages of any kind without written permission of the Management is prohibited.
10. Management will maintain a security service and take reasonable precautions to safeguard the Exhibitor's property, however, Management assumes no liability for loss by the Exhibitor. The Exhibitor shall indemnify the Management and hold them harmless from and against all liability, claims, damages or expenses for or arising out of any act or neglect by the Exhibitor, its servants, employees, agents, invitee's licensees in and about the booth. In the event it becomes necessary to restrict any installation or activity or to evict an offending Exhibitor, the Management is not liable for any refund of exhibit space rental or any other expenses incurred by the Exhibitor.
11. No damage of any nature may be done to the booth structure or any part of the building. The Exhibitor is responsible for all damages caused by the Exhibitor to the facility and to all property owned or leased in connection with the show by Management and shall be liable for any damages, which he/she may cause the Peace Memorial Multiplex.
12. **Good Neighbor Policy.** No Exhibit or display material shall exceed 4' in height in the first 5' of the booth. Exhibits or display materials may be up to and including 8' in height in the rear 5' of the booth. This guideline ensures that the public does not have an obstructed view of the booths in your aisle.
13. **Exhibitor agrees to maintain personnel to man the booth space during Show hours.**
14. Management reserves the right to alter or change or remove exhibits or any part thereof, including printed materials, product, signs, lights or sound and to expel Exhibitors or their personnel if, in Management's opinion, their conduct or presentation is objectionable to other exhibitors or member of the public attending the Show.

## CONTRACT CONDITIONS

15. Each exhibitor will receive three (3) exhibitor identification badges per booth. Extra exhibitor badges can be purchased at a cost of \$2.00/badge to a maximum of five (5) badges per booth.

16. The Wainwright & District Chamber of Commerce Tradeshow & Sale is a non-juried show. Management will use their own discretion, however, when booking exhibits into the Show. A maximum of three (3) representatives from the same company will be permitted into the show, and will be granted on a first-come, first paid basis. There will be no information withheld from exhibitors making inquires about other exhibits of similar nature. Therefore no monies will be refunded to any exhibitor arriving at the Show and seeing exhibits similar to their own.

17. The Exhibitor agrees to abide by **all rules and regulations adopted by Management** in the best interests of the Show and agrees that Management shall have the final decision in adopting any rule or regulation deemed necessary prior to, during and after the show. Management reserves the right to cancel this contract and withhold possession of exhibit space if the Exhibitor fails to perform any material condition of this contract or refuses to abide by the Show rules and regulations.

18. Exhibitors must check-in and pick up their Exhibitor package at the Show office prior to setting up their exhibit space.

19. The Exhibitor is responsible for the placement and cost of insurance related to their participation in the Show.

20. Exhibitor will be liable for and will indemnify and hold harmless Management, from any loss or damages whatsoever occurring to or suffered by any person or company, including, without limiting the generality of the foregoing, the Exhibitor, other exhibitors, Management, the owner of the building and their respective agents, servants and employees and member of the public attending the Show, either on the said space or elsewhere if said loss or damage arose from or were in any way connected with Exhibitor's occupancy of said space.

21. It is understood and agreed by the Exhibitor that the Management may cancel said Show and may cancel this contract, if in the opinion of the Management, such Show would be impractical and/or inadvisable.