

2019 TRADE SHOW REGISTRATION FORM

The exhibitor applications must be accompanied with payment. Registration Deadline is March 31st, 2019. The Tradeshow Committee will make every effort to allocate booth that have been requested by exhibitors but reserves the right to allocate alternate booths to that request. All applications received will be allocated on a first come, first serve basis.

SHOW DATES: **FRIDAY, APRIL 12th, 1 PM – 9 PM,**
 SATURDAY, APRIL 13th, 10 AM – 6PM,
 SUNDAY April 14thnd, 11 AM – 4PM



BUSINESS NAME: _____
MAILING ADDRESS: _____ **TOWN:** _____
CONTACT PERSON: _____ **EMAIL:** _____
PHONE #: _____ **FAX #:** _____ **CELL #:** _____
TYPE OF PRODUCT/SERVICES: _____
BOOTH PREFERENCE #1: _____ **#2:** _____

BOOTH INFORMATION

	Member	Non Member	
<input type="checkbox"/> 6 x 10' Booth (Include table, power, chair)-	\$300.00	\$375.00	_____
<input type="checkbox"/> 10 x 10' Booth (Include table, power, chair)-	\$450.00	\$550.00	_____
<input type="checkbox"/> 20 x 10' Booth (Include table, power, chair)-	\$900.00	\$1100.00	_____
<input type="checkbox"/> Corner booth add - \$50.00			_____
Total Amount Due **** PRICES INCLUDE GST** :			_____

PAYMENT:

- Booth confirmation only with payment in full
- No refunds on booth rentals
- No invoices will be issued for booth space
- Please make cheques payable to the Brooks & District Chamber of Commerce
- Forward this application to: **#4, 403 2nd Ave W BROOKS, AB**

Credit Card Type  
 Credit Card # _____ Exp. Date ____/____
 Name on Card: _____
 Signature: _____

SET-UP TIMES:

Large Display Items, Thursday, April 11th from 11:00 am – 5:00 pm
 General Set Up: Thursday April 11th from 3:00 – 5:00 pm or Friday April 12th from 8:00 am – 12:00 pm.
 Dismantle: Sunday, April 14th from 4:00 pm – 8:00 pm

OFFICE USE ONLY:

Date Received	Amount Paid	Confirmation #	Booth Assigned

RULES AND REGULATIONS

- The Brooks & District Chamber of Commerce Spring Expo Committee reserves the right to assign booth locations with respect to general appearance, public interest, noise levels and product involvement.
- The Brooks & District Chamber of Commerce Spring Expo Committee reserves the right to control the extension of material for display beyond the booth limits. This will not be permitted.
- Exhibitors are entirely responsible for leased space and agree to reimburse for any damage to premises, furnishings, or equipment occurring in the area leased under this agreement providing such damage is due to negligence of the exhibitor, its servants, agent, or others for whom the exhibitors is, in law, responsible.
- The City of Brooks, The Brooks & District Chamber of Commerce, and the Brooks & District Chamber of Commerce Spring Expo Committee will not assume any responsibility for theft, and or pilferage of exhibitor's material, supplies etc.
- The Brooks & District Chamber of Commerce Spring Expo Committee has the authority to establish and interpret rules and regulations necessary for the orderly conduct of exhibitors and/or their agents for the mutual benefit of all parties.
- No refunds will be given for booth rental. No confirmation on booth's space will be acknowledged until payment in full is received prior to March 15th, 2019.
- Absolutely no booths are to be taken down prior to 4:00 pm, Sunday, April 14th, 2019.
- No promotional or saleable food or coffee is allowed in any booth unless prior approval is obtained from the Committee and appropriate food license is obtained from the food inspector.
- Exhibits cannot impede fire escape exits.

LIABILITY INSURANCE CLAUSE

The User shall, without limiting its obligations or liabilities herein and at its own expense, provide and maintain the following insurances with insurers licensed in Alberta and in forms and amount acceptable to the Committee. General comprehensive liability insurance coverage with a limit of not less than Two Million Dollars (\$2,000,000.00) inclusive per occurrence for bodily injury and property damage including loss of use thereof. Such insurance shall extend to cover the user, its officers, employees, servants, agents, contractors, and volunteers and shall include: The City of Brooks and The Brooks & District Chamber of Commerce as named insured including, its officers, employees, servants, agents, contractors, and volunteers as additionally named insured with respect to liability arising out of the use of occupation by the user of the property belonging to the City of Brooks.

CERTIFICATE OF INSURANCE CLAUSE

If the User already has liability coverage they shall provide the County with evidence of all required insurance prior to the event date. Such evidence of insurance shall be in the form of a certificate of insurance. When requested by the County, the User agrees to provide certified, original copies of required insurance policies.

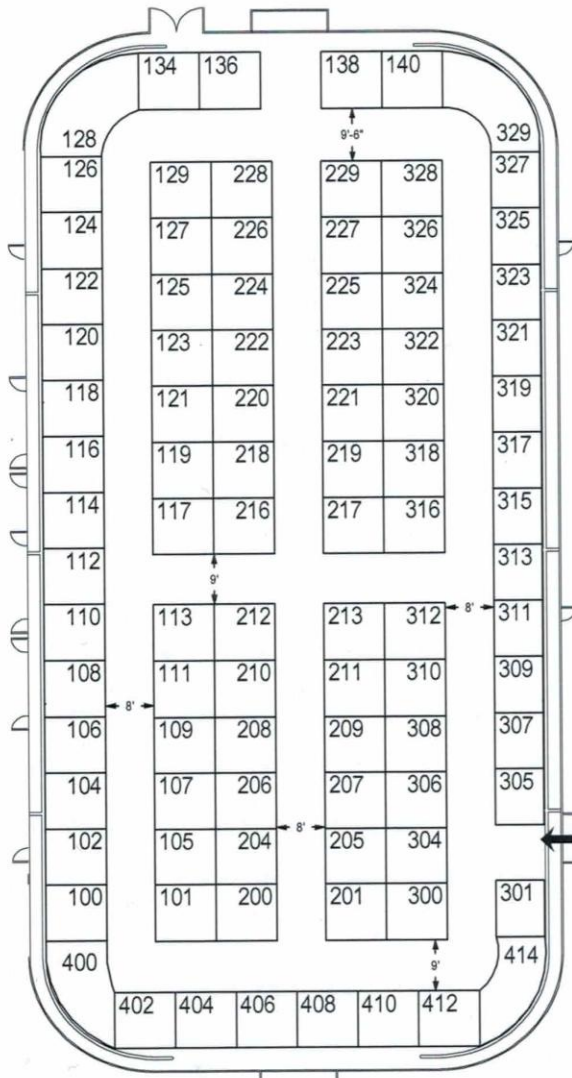
Note: These certificates should be issued by the insurer or insurance broker of the user group and must contain the following information:

- (a) Name of the insurance company and the binder or policy number
- (b) Name and address of the insured (user group)
- (c) Policy period (covering at least the period of the facility rental)
- (d) Description of coverage
- (e) Policy limits
- (f) Description of insured operation and locations(s)
- (g) Signature of authorized representative and date

Please fax completed registration forms to or mail: The Brooks & District Chamber of Commerce, #4, 403 2nd Ave W Brooks, AB, or email to office@brookschamber.ab.ca

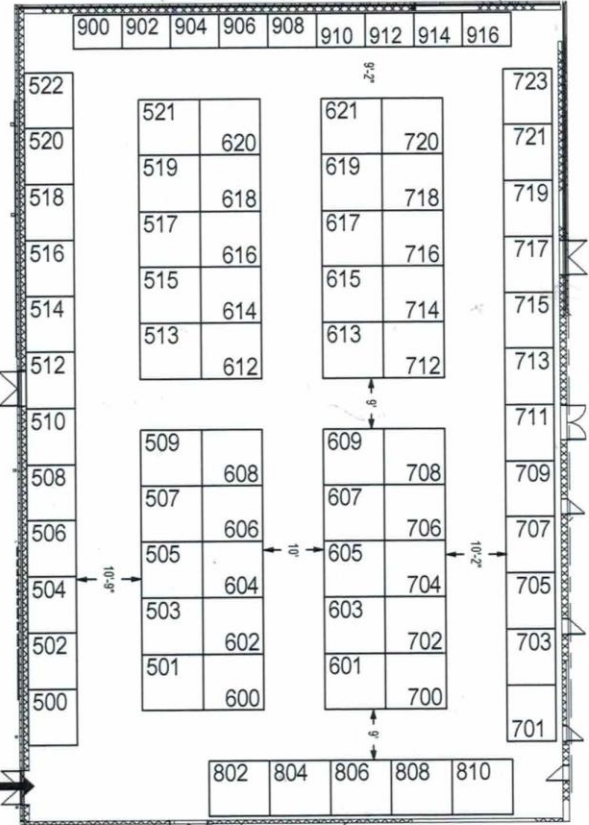
Registrant's Name

Registrant's Signature



Field House

Food Court



Curling Rink

South Inventory
Thursday, March 2, 2017
Drawing Last Updated: Never

Dimension	Size	Qty	Sqft
9'-6"	48	9	432
8'-0"	80	37	2,960
10'-0"	100	121	12,100
Custom	138	1	138
Custom	153	1	153
Custom	178	1	178
Custom	202	1	202
Totals:			171 16,164



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Every effort has been made to insure the accuracy of all information contained on this floor plan. However, no representation, either expressed or implied, are made with respect to this floor plan. If the location of building columns, walls, or other architectural components of the facility is a consideration in the construction or usage of an exhibit, it is the sole responsibility of the exhibitor to physically inspect the facility to verify all dimensions and locations.

BDCC 2017 Brooks Alberta

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By: Jorgenson, Jeff