

CALGARY EDUCATION FAIR 2010

EXHIBITION SPACE REGISTRATION FORM & CONDITIONS OF CONTRACT

Phone 403.464.9498 Fax 403.685.9424

www.calgaryeducationfair.ca

Exhibitor Information

Company Name _____

Address _____

City _____ Province _____ Postal Code _____

Phone (____) _____ Website _____

Representative #1

Name _____

Title _____

Phone _____ Email _____

Representative #2

Name _____

Title _____

Phone _____ Email _____

Exhibitor Category (please check one!)

- School (Preschool)
- School (Conventional – K to Gr.12)
- School (Homeschool – K to Gr.12)
- School (Post-Secondary)
- Youth Employment/Career
- Books and Curriculum
- Academic Tutor/Program
- Music Teacher/Studio
- Specialized Education (Gifted/Difficulty)
- Diet, Health & Nutrition
- Homeschool Support or Information
- Education Activities, Programs, Classes
- Other _____

EXHIBITION SPACE

Indicate # and type of exhibitor booth requested:

____ 6 x 6 Standard Exhibit Booth at \$350 each

____ 6 x 12 Premium Exhibit Booth at \$950 each

Additional exhibit requests:

We would like power for *an additional* \$50: **YES / NO**

We would like internet access for *an additional* \$50: **YES / NO**

Booth Request:

We try to accommodate location requests when possible. Using the booth layout on the website, indicate the booth number(s) you would prefer:

LEARNING WORKSHOP

Learning Workshops offer ideas, solutions and support in a variety of education areas from special needs to homeschooling. Presentations focus on the different and unique resources parents need to make the best education choices for their children. These are seminars for an adult audience (parents).

____ I would like to forward a Learning Workshop Proposal

FAIR STAGE

The Fair Stage offers a variety of excitement from music and dance to science and drama *for families*. Presentations are interactive, entertaining, informative and fun!

_____ I would like to forward a Fair Stage Proposal

ALL PRICES INCLUDE GST! GST # RT 89290 5340 0001

Exhibitor Reminders:

Exhibitor has emailed a 50-word description of its product/service to be included in the show program guide, space permitting **YES / NO**

Exhibitor Representatives have signed up to receive the Calgary Education Fair newsletter to receive Show updates and news: **YES / NO**

The *Exhibitor Conditions of Contract* attached to and forming part of this form have been read, accepted and agreed to: **YES / NO**

Confirmation & Payment:

A cheque for Exhibition Space is enclosed with this form: **YES / NO**

Cheques should be made payable to the "*Homeschooler's Guide*" and mailed to 72 Glenpatrick Drive SW Calgary, Alberta T3E 4L6

Payment by credit card: **VISA / MC** _____ Expiry ____/____ **PLEASE PRINT CLEARLY!**

Full Name (Print) _____ Signature _____

For Office Use Only

Exhibitor # _____	Description _____	Pmt Rec'd _____	Pmt Processed _____	Terms Signed _____
Speaker/Perf _____	Description _____	Bio Rec'd _____	Time Assigned _____	_____

Calgary Education Fair Conditions of Contract

For the purposes of these conditions 678310 Alberta Ltd (Homeschooler's Guide) shall herein be referred to as **Management**, the event (Calgary Education Fair) shall be referred to as the **Show**, the Thorncliffe Greenview Community Centre shall be referred to as the **Show Facility**, the booth or other space purchased shall be referred to as the **Exhibition Space** and the exhibitor/sponsor shall be referred to as **Exhibitor**.

1. Management agrees to provide the Exhibitor with the Exhibition Space as required and requested prior to the move-in of the Show.
2. All electrical wiring and outlets shall be at the Exhibitor's expense. All operating electrical equipment used in the exhibit must have C.S.A. or equivalent provincial power authority approval.
3. Exhibition Space contracted by the Exhibitor may not be sublet or resold without the prior written permission of Management.
4. The Exhibitor agrees to abide by all regulations and rules adopted by Management in the best interest of the Show, and agree that Management shall have the final decision in adopting any rule or regulation deemed necessary prior to, during and after the Show.
5. Exhibitor will be liable for and will indemnify and hold harmless Management and Show Facility from any loss of damages whatsoever suffered by Management as a result of any loss or damages whatsoever occurring to or suffered by any person or company, including, without limiting the generality of the foregoing, Exhibitor, other Exhibitors, Management, the owner of the building and their respective agents & contractors, servants and employees and members of the public attending the Show, either on the said space or elsewhere if said loss or damages arose from or were in any way connected with Exhibitor's occupancy of Exhibition Space or participation in the Show.
6. This contract may be canceled by either party provided written notice is received by the other at least six (6) weeks prior to the first day of the Show, in which case Exhibitor will be responsible for 50% of the total contracted amount owing. If Exhibitor cancels after this date, but prior to 21 days of the Show, then he shall forfeit two thirds of the total contracted amount owing. If Exhibitor cancels within 21 days prior to the Show, he will be liable for 100% of the total contracted amount owing. By canceling this contract the Exhibitor forfeits all rights or claims to the allocated space and Management is free to rent it to others and collect the cancellation charge as liquidation damages.
7. Management reserves the right to alter or change the Exhibition Space assigned to the Exhibitor.
8. Management reserves the right at any time to alter 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.
9. Exhibitor agrees to confine presentation(s) to within the contracted space only, and within the maximum height set by the Show Facility.
10. All goods shipped to the Show must be approved by Management prior to shipment. Goods must be clearly marked with the name of the Exhibitor and Exhibition Space number. Goods must not be shipped to the Show for shipping charges to be paid on arrival, as Management will not accept these. Management assumes no responsibility for loss or damage to goods before, during the period of the Show, nor after its closing.
11. Exhibitor is responsible for the placement and cost of insurance related to participation in the Show.
12. **Exhibitor agrees that no Exhibition Space display may be dismantled or goods removed during the entire run of the Show but must remain intact until after the end of the Show.** Exhibitor agrees to remove exhibit, equipment and appurtenances from the Show Facility within 30 minutes of the end of the Show, or in the event of failure to do so, Exhibitor agrees to pay for such additional costs as may be incurred.
13. Management shall not be liable in damages or otherwise for failure to carry out the terms of this agreement in whole or in part where caused directly or indirectly by or in consequence of fire, storm, flood, war, rebellion, insurrection, riot, civil commotion, strike or by any cause whatsoever beyond the control of Management whether similar to or dissimilar from the causes enumerated herein.
14. Management reserves the right to cancel this contract and to withhold possession of Exhibition Space if Exhibitor fails to perform any material condition of this contract in which case the Exhibitor shall forfeit as liquidated damages all payments made towards the contracted amount owing and any further occupancy of the Exhibition Space.
15. The Exhibitor agrees to observe all union contracts and labour relations in force, agreements between Show, Management, official contractors serving companies and the Show Facility according to the labour laws of the jurisdiction.
16. Management does not provide Exhibitors with exclusivity to any one particular product or service unless specifically negotiated in writing.
17. Management assumes no responsibility whatsoever for any property placed in the Show and the Management is hereby expressly released and discharged from any and all liability from any loss.
18. Where an Exhibitor offers or provides exhibition, raffles, donations, or other promotional measures that require guests to be present at a specified location and time or any other promotion plans, they must first be approved by Management.
19. **Exhibitors must have an individual or staff directly responsible for their Exhibition Space and available to Management at all times each day during the hours the Show is open.**
20. If Management shall consider it inadvisable to hold the Show at the time and/or place herein provided, Management shall have the right to change the date and/or place within the same City, giving the Exhibitor written notice thereof by email address(es) given herein.
21. Management reserves the right to reproduce all photographs, images and likenesses taken during the Show for future promotional purposes.
22. In addition to the foregoing, Exhibitors will be required to observe such further rules and regulations as Management may consider necessary to impose for the success, safety, and well being of Exhibitors and others attending the Show.
23. Management reserves the right to approve or disapprove of any and all products, materials or displays that are to be carried by the Exhibitor. Exhibitor acknowledges that he is one of many Exhibitors and agrees to cooperate with the other Exhibitors and not to interfere with them or create any nuisance to them, the Management, or the people attending the Show. The Management, who shall have the final determination as to any such dispute, shall settle any dispute among Exhibitors, including any conflict of products, or other materials.
24. Management reserves the right to cancel the show entirely by providing written notice of not less than sixty (60) days to Exhibitor.
25. Unless otherwise agreed in writing, these Conditions of Contract supercede all other written or verbal communication relating to the Show including but not limited to the Show website and Management Emails.

Exhibitor Conditions of Contract agreed to and accepted by authorized Exhibitor Representative:

Signature _____ Dated: _____

Name/Title (please print) _____