



Vendor Display Contract

We would like to invite all interested vendors to attend the Rural Summit 2019 Tradeshow to be held on:

April 12, 2019
 11am to 6pm
 WB George Building at the Kemptville Campus in Kemptville, ON.

The information in this section of the contract is for billing and invoicing purposes. It WILL also be used for the company directory listing unless otherwise requested.

Company Name	
Company Contact	
Title	
Address	
Telephone Number	
Email Address	
Website Address	

EXHIBITOR Rate

Standard Exhibitor: 10X10 display space includes a 6 foot table and 2 chairs with black pipe and drape backdrop and side walls.

Electricity and Linen is NOT included in the exhibitor cost , if required please note below.

Advertising on behalf of companies other than the one registered is prohibited, as is subletting of exhibitor space in whole or in part. Space can not be shared.

Lunch and breaks are included in your fee for 1 exhibitor. Additional lunches can be purchased, please indicate below.

Conference Registration Fee is also offered at an additional discounted rate, please indicate below.

Billing Summary – please fill in accordingly and complete all totals

		Totals
Standard 10X10 pipe and drape Exhibitor Space, 6 foot table, 2 chairs, 1 lunch and breaks	\$150	
Electricity	\$15	
Floor length black linen	\$15	
Additional Lunch	\$30 per person - Name of person(s):	
Conference Registration- 1 day April 12,2019	\$45(discounted \$65) per person	
Subtotal		
	HST (13%)	
Grand Total		

Only a signed contract with 100% non refundable payment will hold your space. Final booth location is at the discretion of SHOW MANAGEMENT. Vendors will be WB George east end of building. Show Doors open at 11am to 6pm.

Payment Method Options

- 1)Email Money Transfer - ngruralsummit@gmail.com
- 2) Visa or MasterCard – CC # _____ Expiry_____
- 3) Cheques made out to: Rural Summit and *snail mailed to:*
ITM Events 2045 County Road 18
Kemptville, Ontario K0G 1J0

Agreement:

The undersigned hereby applies for EXHIBITOR space for the Rural Summit and understands that this contract is a legally and financially binding agreement that cannot be cancelled or transferred. The EXHIBITOR agrees that no monies shall be returned or credited and that the company will still be liable for the full cost of the original contract should the EXHIBITOR forfeit this agreement. This contract shall not become valid until it has been accepted by the Rural Summit Planning Committee. The EXHIBITOR hereby agrees to sign and abide by the Terms and Conditions as stated on Page 3 and 4 of this agreement.

EXHIBITOR

Signature: _____ Date: _____

EXHIBITOR Name and Title

(Print): _____

Rural Summit Representative Signature: _____

Date: _____

Terms and Conditions:

1. General, Subletting and Advertising

- a) EXHIBITOR agrees that upon acceptance of this Exhibitor Space Application by the Rural Summit (hereinafter THE SUMMIT) this application becomes a Contract between THE SUMMIT and EXHIBITOR. This represents the entire agreement between the two parties and cannot be varied except in writing signed by both parties. The person signing this Contract warrants that he/she is authorized to sign this application/contract on behalf of the EXHIBITOR.
- b) EXHIBITOR agrees to respect the payment terms in the contract. The total contract amount is due at the time of signing.
- c) SHOW attempts to accommodate EXHIBITOR'S request for a specific booth location. EXHIBITOR agrees that final assignment of space location will be at the sole discretion of the SHOW. At any time up to SHOW opening an EXHIBITOR may have to be relocated to a different space from that originally assigned. SHOW shall also not be liable in any way if competitive exhibitors are located in proximity to each other.
- d) EXHIBITOR cannot sublet, transfer, assign or sell its booth space or a portion of its space to another party.
- f) THE SUMMIT has the right to use the name and contact information for the EXHIBITOR for the purpose of promoting the THE SUMMIT.
- g) Once a contract is accepted EXHIBITOR shall not be entitled to i) receive a refund of any part of the fees paid should the EXHIBITOR be unable to exhibit at the THE SUMMIT or ii) cancel any space contracted for but shall remain liable for the full contract amount.
- h) If the THE SUMMIT MANAGEMENT should be prevented from holding the THE SUMMIT by any cause beyond its control, or if it cannot permit the EXHIBITOR to occupy his rented space due to circumstances beyond its control including, but not limited to, strike, fire, civil disobedience, inclement weather, lockouts, acts of God, suppliers and THE SUMMIT shall have no further obligation or liability to the Exhibitor.
- i) THE SUMMIT reserves the right to cancel Exhibitor's participation if the EXHIBITOR does not comply with the terms and conditions of the Contract including, but not limited to, making any payment that is due as per this Contract.
- j) EXHIBITOR agrees to abide by all rules and regulations adopted by the THE SUMMIT. All matters not covered by these TERMS AND CONDITIONS are subject to final decision by THE SUMMIT.

2. Operation and Display

- a) EXHIBITOR is to complete display set-up by Friday, April 12, 2019 by 10:30 am.
- b) If the EXHIBITOR'S booth space does not include a display 1 hour before the show opening, THE SUMMIT reserves the right to take whatever action it deems is in the best interest of the show including allocation of the space to another exhibitor.
- d) Exhibit will remain intact until 6:00 pm Friday, April 12, 2019. No removal or dismantling of the exhibit or exhibit material is permitted before this time. All exhibits and exhibit material must be removed from the THE SUMMIT grounds by Friday, April 12, 2019 at 7:00pm.
- e) EXHIBITOR display area will be as contracted. In the general location as outlined on the THE SUMMIT grounds plan.
- f) Demonstrations of equipment or products must be conducted so that customers and demonstrator are within the exhibitor display dimensions.
- g) No display may expose an unfinished surface or stored equipment and materials to neighbouring booths. If EXHIBITOR fails to cover an unfinished surface or store items THE SUMMIT may do so and the cost of the covering will be the responsibility of the EXHIBITOR.
- h) Fastening to walls, floors, ceiling or any part of the a building is not permitted. Any damage to the building or show dressings will be the responsibility of the EXHIBITOR.
- i) Exhibit must be attended during all show hours by at least one representative of EXHIBITOR. EXHIBITOR must keep area clean and orderly throughout the show and ensure that exhibit and staff is ready at show opening.
- j) All displays and promotional literature must be acceptable to THE SUMMIT. Changes may be required if THE SUMMIT determines that the display or literature may be offensive to some show visitors.
- k) Free samples are permitted but any EXHIBITOR offering free food or drink samples must notify THE SUMMIT in advance.
- l) THE SUMMIT MANAGEMENT reserves the right to relocate the EXHIBITOR Space resulting from a change in the floor plan or in the interest of optimum traffic control and safety of attendees and EXHIBITOR exposure. Show cannot be held liable if competitive Exhibitors are adjacent to or opposite each other.

3. Social Media

- a) By attending the show and agreeing to these Terms and Conditions you are allowing, unless otherwise agreed upon, that THE SUMMIT MANAGEMENT can publish on our social media outlets and website that you are a recognized vendor and will be present at the show.
- b) If your company logo is given to THE SUMMIT you are allowing us to showcase your logo on our social media outlets and website.
- c) All appropriate referencing will be given to the EXHIBITOR when the posting of logos is done.

4. Limited Liability

- a) THE SUMMIT and event partner(s) are not responsible to the EXHIBITOR or its employees, servants or agents for any injury or loss, damage, theft or destruction of any kind to goods, exhibits or other property. EXHIBITORS wishing to insure their goods or displays must do so at their own expense.
- b) The EXHIBITOR shall indemnify and hold harmless THE SUMMIT, it's officers and employees from and against any and all liabilities, claims, demands, loss, cost, damages, expenses, actions, suits or other proceedings by whomsoever made, directly or indirectly arising out of the event attributable to bodily injury, sickness, disease or death or to damage to or destruction of tangible property caused by any acts or omissions of the EXHIBITOR, its officers, agents, servants, employees, customers, invitees or licensees, or occurring in or on the premises or any part thereof and, as a result of activities under this event space application and contract.

EXHIBITOR SIGNATURE: _____ **DATE:** _____

EXHIBITOR NAME AND TITLE (PRINT): _____