



AGGIE DAYS

Invoice #
AD - 0510-0511-12

May 8th & 9th, 2012
9:00am—3:00pm

EXHIBITION PARK
3401 Parkside Drive South, Lethbridge, AB T1J 4R3
Phone: 403.328.4491 Fax: 403.320.8139
exhibitionpark.ca

Please complete ENTIRE form

Company: _____
 Contact (first and last name): _____
 Phone: _____ - _____ Cell: _____ - _____ Fax: _____ - _____
 Address: _____ City: _____
 Province: _____ Postal Code: _____ Email: _____
 Product/Service Description: _____

Complimentary Aggie Days Exhibit Space Includes:

- One table
- Two Chairs
- Wireless Internet Access
- One 15amp/110v Power receptacle

Please include total exhibit area size, including stalls, etc:
10x10 _____ 10x20 _____ 10x30 _____ Other _____

If you require stalling please indicate that size and number of stalls: _____

Please indicate type of animals that will be going in the stalls:

Do you require access to water? _____
Do you require Shavings? _____
If yes how many bales? _____

Additional Requirements and charges:

Additional 8' Table:	_____ @ \$10.50	= _____
* Phone, data or fax lines:	_____ @ \$210	= _____
Additional 15amp/110v:	_____ @ \$65	= _____
30Amp/220v Receptacle:	_____ @ \$131	= _____
SUB-TOTAL:		= _____
Plus 5% GST:		= _____
TOTAL:		= _____

FOR OFFICE USE ONLY

Spacing Notes: _____
Display Information: _____

See Reverse side for contract provisions

No application can be processed unless signed below by the Exhibitor.

Make cheques payable to (only if applicable):

Exhibition Park, 3401 Parkside Dr. South, Lethbridge, Alberta T1J 4R3 Phone:(403) 328-4491 Fax: (403) 320-8139

Cheque # _____ VISA/MC _____ Expiry Date _____ G.S.T. # R123172801
AMEX is no longer accepted

I authorize Exhibition Park the use of my credit card number to process this application and all forthcoming amounts related to this registration. (please check box to agree)

Exhibitor Signature _____

This is also a receipt

"The above "Company" is subject and bound to all Trade Show Policies, rules and Regulations, which I/We acknowledge hereto and form part of this agreement covering the privilege (but not the exclusive privilege) of the aforementioned operations at Aggie Days governing the exhibits at Exhibition Park.
" SEE REVERSE FOR EVENT REGULATIONS

OFFICE USE ONLY	PAYMENT AMOUNT ENCLOSED _____
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AGGIE DAYS APPLIATION EVENT REGULATIONS

CONTRACT PROVISIONS (unless otherwise specified)

- 8' back drape. 3' side drape (pre-set colors), 8'x3' table & two chairs.
- Wireless Internet Access
- 1(one) 15amp/110v power receptacle (for one cord). Exhibitors must provide their own extension cord.
- Security Services in effect from "Move-In" until conclusion of "Move-Out"

APPLICATION

- 50% of Sub-total from deposit due upon application deadline date.
- All cancellations prior to **January 13, 2012** are subject to a 20% Administration Services Charge.
- Exhibitors canceling participation in the Trade Show after **January 13, 2012**, will forfeit all monies.
- Exhibitors in violation of Event Regulations, following written notice, shall be excused from the show for one year and subsequently must request future participation as a "new" exhibitor.
- Show management reserves the right to terminate or limit any demonstrations, which in its opinion, are objectionable or inappropriate due to noise, toxic fumes, exhaust or smoke, or are detrimental to the character and nature of the **Aggie Days**.
- Printed material for the purpose of solicitations is not allowed to be distributed during events unless authorized by Management.

UTILITIES & INSURANCE

- Under no circumstances can anyone other than electricians by Exhibition Park make electrical service connections or repairs.
- It is recommended that exhibitors have their own liability insurance.
- The exhibitor is responsible for obtaining any/all insurance related to participation and requirements of the exhibit in the show. Neither show management, its officers nor agents will be held responsible or liable for any manner of loss or damage that may occur to property or persons during times of move – in, show and/ or move-out. Exhibitors are responsible for all their materials and should take adequate security measures at all times.

SPACE ALLOCATIONS

- Event administration will attempt to accommodate all applicants for space, but due to limited availability and selection procedures, Event Administration will not guarantee space allocations and we reserve the right to make changes as necessary. Exhibitors in good standing have first right of refusal on space, not location. Acceptance of payment at time of application does not guarantee location at **Aggie Days**, if available and assigned, will come with conformation packages.
- Any contracts not received by the application deadline date will be processed in conjunction with submissions of new applicants.
- Transference of application to a company other than to whom it has been addressed is not permitted.
- Sub-letting and sharing of exhibit space to persons or companies not indicated as Exhibitor is not permitted.
- Exhibit rates apply to booths as a single connected unit solely by the exhibition company.
- Exhibitors must contain all materials, demonstrations, and promotional giveaways within the boundaries of their exhibit space; stickers, windshield flyers, etc. Are prohibited.
- Direct selling is allowed however, your entire display must remain intact throughout **Aggie Days**.
- Policy of the Lethbridge Fire Prevention Bureau governing displays and exhibits under the Alberta Fire Code will be adhered to.
- Exhibitors using any type of heating device (frying pan, fireplace, etc.) must have a regulation fire extinguisher in their booth. No open flames are allowed.
- NO exhibitors will have exclusive rights to products.
- All Exhibitors are to man their booth during **Aggie Days** show times.

FOOD SERVICES

- All Food and Liquor service at the **Aggie Days** are to be controlled by Exhibition Park.
- The following are approved for all events in which our concessions are open: food exhibitors be limited to sell items not sold by Exhibition Park's concessions.
- No outside food is allowed to be brought onto our grounds, into our buildings during an event where Exhibition Park is providing food service from any concession.
- No sampling of food is allowed- exception to this Exhibition Park events such as Farmer's market, Life unlimited Trade Show, Country Christmas Craft and Gift Show, Value-Added Food Exhibitors whereby approval must be obtained from Administration.
- No alcoholic beverages are permitted to be consumed at any exhibit site or display area.
- The Public Health Act Food Regulations will be adhered to.

ADDENDUM

- Raffle draws not allowed.
- No helium balloons allowed.
- Show management reserves the right to make changes, additions, or deletions to Event Regulations at any time considered necessary.
- It is understood that by exhibiting in a show, Exhibition Park does not relinquish the right to control management of the show and the enforcement of Event Regulations.
- No smoking within the facilities.
- Propane cylinders are not allowed within the building.
- No signage representing Exhibition Park or any Exhibition Park Sponsors can be covered or removed.
- By registering for the show, your contract information will appear on our exhibitor lists. By signing this contract you give Exhibition Park permission to include your contact information on exhibitor lists and to distribute these lists as Exhibition Park deems appropriate. (For example, this information may be provided to, but not limited to, the Show Guide (if applicable), the list of exhibitors may be provided to various media, or list of exhibitors may be displayed on Exhibition Park's Website. In addition, your name as well as any pictures of your booth or pictures of company representatives may be used in public relations, marketing and other media correspondence.