



# **Helicopter Association of Canada**

## **16<sup>th</sup> Annual CONVENTION AND TRADE SHOW**

**March 16 – 18, 2012**

**Ottawa Convention Centre  
And  
Westin Hotel  
Ottawa, Ontario**

## **EXHIBITOR PROSPECTUS AND AGREEMENT**

HAC

HAC

## HELICOPTER ASSOCIATION OF CANADA

16<sup>th</sup> Annual Convention and Trade Show  
 March 16-18, 2012  
 Ottawa, ON

### EXHIBITOR AGREEMENT

In this agreement, the term "Exhibitor" means all employees and/or subcontractors of employees and the "Exhibition" means the HAC 2012 Convention and Trade Show taking place at the Ottawa Convention Centre, and Westin Hotel, Ottawa, Ontario Canada, March 16-18, 2012. "HAC" means Helicopter Association of Canada, its employees and contractors.

#### APPLICATION FOR EXHIBIT SPACE/AGREEMENT

Requests for exhibit space must be made on the Exhibit Space Application/Agreement form located both on-line and on the HAC website and shall contain particulars of the exhibit. When this agreement has been executed by the HAC and the Exhibitor and full payment has been made, the application will form the agreement and the application will be processed. **Full payment must accompany the application form.** The HAC reserves the right to accept or refuse any application in their sole and unfettered discretion. A copy of the fully executed agreement will be returned to the Exhibit Coordinator, and the cancellation policy will take effect.

#### TYPES OF EXHIBITS

Exhibits shall be only those products or services directly related to the design, operation, or servicing of helicopters, unless otherwise approved by HAC.

#### TRADE SHOW BOOTH PRICES

Exhibit spaces are generally 10' x 10' with an 8' drape back and two 3' side wings. Any exhibitor planning a display which exceeds the standard wall heights must receive prior written approval from HAC. Colours will be confirmed in the exhibitor service kit distributed after applications have been received.

**HAC Members: C\$16.75/sq. ft.**

**Non HAC Members: C\$19.40/sq. ft.**

#### MEMBER RATES

To receive the Member rate for booth space, a company's 2011-2012 membership dues must be paid in full upon receipt of exhibitor application.

#### TAX

All fees are subject to applicable taxes.

Initials: \_\_\_\_\_  
                   HAC      Exhibitor

**EXHIBIT HOURS (Subject to change)**

Friday, March 16	Set-Up	0800 – 1400
Friday, March 16	Reception	1600 – 1800
Saturday, March 17	Trade Show	0800 – 1800
Sunday, March 18	Trade Show	0800 – 1300

To maximize delegates' visits to your booth, all meal functions EXCEPT the Keynote Luncheon Conference on Saturday, March 17 will be served in the exhibit hall. During these hours all booths must be staffed and displays open. The trade show hall will be closed during the Keynote Luncheon.

**ALLOTMENT OF SPACE**

The HAC in their absolute discretion shall deal with all applications for space. The HAC shall be entitled for any reason which, in their opinion, is in the general interest of the Exhibition, to vary the general layout or the situation and area of any particular exhibit space in substitution for that originally allotted and the Exhibitor shall be bound by the HAC's decisions with respect to the allotment of space. Booth separation of competitors is not guaranteed.

**PRIORITY ALLOTMENT OF SPACE****Priority 1: HAC Corporate Sponsors**

All those companies who are HAC 2012 Corporate Sponsors are offered first selection of booth space. They have until September 14, 2011 to submit an application for Exhibit Space (before space is offered to other HAC members and previous HAC exhibitors) Space will be assigned in the order in which the applications are received.

**Priority 2: HAC Members**

All those companies who are current HAC Members or were HAC 2011 Exhibitors, but not Corporate Sponsors, have until November 4, 2011 to submit an application for Exhibit Space (before space is allocated to non members) Space will be assigned in the order in which applications are received and after Priority 1 exhibitors have been placed. **To receive the Member rate for booth space, a company's 2011-2012 membership dues must be paid in full upon receipt of application otherwise Priority 3 will apply.**

**Priority 3: All Others**

All those companies not meeting the criteria of Priority 1 or Priority 2 exhibitors will be assigned space in the order in which their applications are received and after Priority 1 and Priority 2 exhibitors have been placed. **Full payment is required with application.**

**OCCUPATION OF SPACE**

If the Exhibitor fails to occupy its allocated booth space by 1400 on Friday, March 16, 2012, then all payments in respect of the booth space shall be forfeited to the HAC. The HAC has the absolute right to re-let the space without compensation to the Exhibitor and/or claim full payment for the space under the terms of this agreement.

**USE OF SPACE**

Any other corporate entity or individual may not occupy space leased by the Exhibitor in whole or in part except by express written permission of the HAC. Applications must be submitted in writing prior to the Show Date. No Exhibitor shall assign, sublet or share their exhibit space with another business or firm unless approval has been obtained in writing from the HAC.

Initials: \_\_\_\_\_  
                   HAC      Exhibitor

**INSTALLATION OF EXHIBITS - Friday, March 16, 0800 - 1400**

Exhibitors requiring additional set up time are required to contact HAC Administrative Services at (613) 231-1110 x 237.

**DISMANTLING OF EXHIBITS - Sunday, March 18, 1300 – 1700**

Exhibitors requiring additional dismantle time are required to contact HAC Administrative Services at (613) 231-1110 x 237.

**SERVICE CONTRACTORS**

Freeman has been selected as the Official Service Contractor. An Exhibitor Service Kit will be distributed to your Exhibit Coordinator. Freeman Exhibitor Services (613) 748-7180 ext 234  
[freemanottawaes@freemanco.com](mailto:freemanottawaes@freemanco.com)

**Freeman has been appointed Official Services Provider to the HAC 16<sup>th</sup> Annual Convention and Trade Show for the following services:**

- **Classic Furnishings**
- **Specialty Furnishings**
- **Carpet**
- **Signs/Graphics**
- **Installation/Dismantle Supervision**
- **Labour**
- **Freeman Transportation/Customs**
- **Rental Displays – Standard and Custom**
- **Material Handling**
- **Carpet Cleaning**
- **Plants**

**BOOTH FURNISHINGS**

Your booth **does not include furnishing** nor electrical service. Furnishings may be ordered through your show contractor, Freeman, using forms available in the exhibitor service kit distributed by Freeman after applications have been received.

**BOOTH ELECTRICAL**

The HAC will provide general room lighting. Exhibitors' electrical requirements are **not included** in the price of booth space and are the responsibility of the exhibitor. Electrical services are exclusively provided by Freeman Electrical. Order forms will be available in the exhibitor service kit distributed by Freeman after applications have been received.

**BOOTH FLOOR COVERING**

The exhibit hall at the Ottawa Convention Centre **is carpeted** therefore no additional floor covering is necessary. Exhibitors, who choose additional floor covering in their exhibit space, must select a standard acceptable to the HAC whether rented from the Official Show Contractor, Freeman or provided by the Exhibitor.

Initials: \_\_\_\_\_  
HAC      Exhibitor

## SHIPPING

**Pre-Convention:** **The Ottawa Convention Centre will not accept shipments.** It is strongly recommend that exhibitors ship through Freeman Advance Warehouse. Forms will be included in the exhibitor package.

**Post-Convention:** All freight must leave by 5pm March 18, 2012. Any freight remaining will be considered abandoned and will be removed by Freeman at the exhibitor's expense.

## EXHIBITOR REGISTRATIONS

Each 10' x 10' booth space rented and paid for **INCLUDES** two (2) complimentary, partial registration packages **to a maximum of six (6) per exhibitor.** The partial registration package includes access to all meetings, presentations, the Trade Show, the Annual General Meeting, and all food and beverage functions served within the Exhibit Hall. The package **EXCLUDES** admission to the Saturday, March 17<sup>th</sup> Keynote Luncheon; tickets for the Keynote Luncheon may be purchased separately using the Exhibitor Booth Personnel Registration Form. Additional Booth Personnel Registrations can be purchased for \$195.00 plus taxes. (Includes Keynote Luncheon)

## ADVERTISING MATTER

All handbills, printed matter or advertisements of any kind intended for distribution or display within the Exhibition may only be distributed from the Exhibitor's stand and the Exhibitor shall not distribute printed matter, or literature, of any nature in the vicinity of the entrances or exits. Exhibitors must not station any attendants, or place anything in or over the gangways, or upon any space other than that allotted to them. Attendants must not promenade in the Exhibition Building for advertising purposes, nor use audible means of attracting the attention of visitors, to the annoyance or inconvenience of other Exhibitors. The Exhibitor agrees not to extend invitations, call meetings, hospitality events or otherwise encourage the absence of industry attendees from the exhibit hall and meeting rooms during the hours of all show activities.

## FOOD, BEVERAGE, TOBACCO, AND ALCOHOL

The sole right for the distribution and sale of any article of food, drink (whether alcoholic or not) or tobacco is held by the Ottawa Convention Centre and no Exhibitor may sell, give away or distribute any such article without the written consent of the HAC.

## CLEANING AND/OR DAMAGE

The HAC will arrange cleaning of all public areas. Exhibitors requiring special cleaning services agree to make arrangements, at their own expense, with Ottawa Convention Centre, forms to be included in the exhibitor kit. Exhibitors are responsible for the cleaning of their own exhibit space immediately following the close of the Exhibition. Exhibitor spaces left in an untidy condition will be cleaned by the HAC and the Exhibitor will be charged by the HAC in an amount in the sole discretion of the HAC. The Exhibitor is liable for any damage caused to the building floors, walls or columns. The exhibitor may not apply paint, lacquer, adhesives, stickers, or other coatings to any part of the floor or building.

## EFFECT AS DEFAULT IN PAYMENT

In the event that an Exhibitor shall fail to pay all amounts due hereunder when due, the HAC may, without affecting remedies of the HAC, bar the Exhibitor from taking possession of the space granted by this agreement, may retain any sums previously paid by the Exhibition without any rebate of allowance whatsoever to the Exhibitor.

Initials: \_\_\_\_\_  
HAC      Exhibitor

**INSURANCE LIABILITY**

The HAC will not be responsible for damage to property or any exhibit caused by fire, storm, tempest, lightening, national emergency, war, labor dispute, strikes, lockouts, civil disturbance, explosions, inevitable accidents, force majeure, or any other cause or for any loss if damage occasioned, if by reasoning of the happening of such events, the opening of the Exhibition is prevented or postponed or abandoned, or the building becomes wholly or partially unavailable for the holding of the Exhibition.

The Exhibitor shall, from the time of assuming control over the rented space, maintain Public Liability and Property Damage Insurance, to a limit of CAN\$2,000,000 inclusive, until the rented space is released back to the HAC. The Exhibitor agrees that they must be able to show proof of insurance in the amount of CAN\$2,000,000 Bodily Injury and Property Damage. This provision also applies to any contractor they may employ.

The Exhibitor agrees that this Insurance Policy held by the Exhibitor must name the Helicopter Association of Canada (HAC) as an Additional Insured.

The Exhibitor assumes the entire responsibility and liability for losses, damage and claims arising out of any loss, injury or damage to exhibitor's displays, equipment and other property brought onto the premises of the Ottawa Convention Centre or the Westin Hotel and shall indemnify and hold harmless the Ottawa Convention Centre, Westin Hotel, the HAC, the Convention agents, servants and employees from any and all such losses, damages and claims. The Exhibitor acknowledges that the Ottawa Convention Centre shall not maintain insurance covering exhibitor's property and it is the sole responsibility of the Exhibitor to obtain business interruption and property damage insurance, or any other such relevant coverage's as may be required, covering such losses by the Exhibitor. The Exhibitor acknowledges that neither the HAC nor the Ottawa Convention Centre provide security services for exhibits or Exhibitors under the terms of this Agreement, and Exhibitors in need of security services should contract those services independently, with the approval of the HAC.

**SEVERABILITY**

If any changes of clauses or part or parts of clauses in the Contract and Regulations and Conditions are illegal, unlawful or unenforceable, it or they shall be considered separate and severable from the agreement and the remaining provisions of the agreement shall remain in full force and effect and shall be binding upon the parties hereto as though the clause or clauses or part or parts of clauses had never been included.

**CANCELLATION POLICY**

Exhibit space may be cancelled by notifying HAC Administrative Services **in writing only**. Cancellations received up to and including **January 6, 2012** will receive a 50% refund. **Cancellations received after January 6, 2012 will not be reimbursed.**

Contact: Barbara Priestley, HAC, 130 Albert Street, Suite 500, Ottawa, ON K1P 5G4

Email: [barb.priestley@h-a-c.ca](mailto:barb.priestley@h-a-c.ca)

Initials: \_\_\_\_\_  
HAC      Exhibitor

## **HOTEL ACCOMMODATION**

The Westin Hotel in downtown Ottawa has been selected as the HAC 2012 Headquarters Hotel. The Westin Ottawa is attached to the Ottawa Convention Centre and a limited block of rooms has been reserved at a preferred rate for HAC participants. We encourage you to utilize the special block rate in support of HAC's continued efforts to keep meeting and convention costs to a minimum.

### **Westin Hotel Ottawa**

HAC has negotiated a limited room rate:

\$189.00 (Traditional)

\$229.00 (Deluxe)

\$20 per extra person

Suites \$314.00 and up

### **Book On-line:**

<http://www.starwoodmeeting.com/StarGroupsWeb/res?id=1107068439&key=33061>

Or

### **Book by calling**

1-888-627-8528, just need to ask for Helicopter Association of Canada group rate.

**Note: Early Departure Fee:** An early departure fee of \$100 will apply if a group attendee checks out prior to the confirmed checkout date.

**Support your convention by booking at the  
Designated host hotel**

Initials: \_\_\_\_\_  
HAC Exhibitor

## 2011 Exhibitors – VANCOUVER

Eurocopter Canada Limited	Velcon Canada
Bell Helicopter Textron	Vertical Magazine
StandardAero	EuroTech Vertical Flight Solutions
HELICOPTERS Magazine	Intermountain Turbine Services Inc.
Vector Aerospace Helicopter Services	Pulselite Canada
Rolls-Royce	GE Capital
Pratt & Whitney Canada	Envirotankers Inc. (c/o saveonjetfuel.com Inc)
Helifor Industries Limited	Heli-One Canada Inc
Helitrades Inc.	Shellcast Foundries Inc.
Heliproducts Industries Ltd.	Maxcraft Avionics Ltd.
Avialta Helicopter Maintenance Ltd.	AgustaWestland
Barry Cordage Ltd.	PetroValue Products
Onboard Systems	Oregon Aero, Inc.
SEI Industries Ltd. Bambi Bucket Div.	Soloy Aviation Solutions
DART Helicopter Services LLC	Safran Turbomeca
FlightSafety International	Defense Holdings inc.
GASTOPS Ltd.	Argus International
Aviall a Boeing Company	Mint Turbines LLC
Latitude Technologies Corporation	PPG Aerospace
Avjet Holding Inc.	Able Engineering & Component Services Inc
Kawak Aviation Technologies Inc.	Appareo Systems LLC
Helicopter Association International	Peco Facet
Timken	Aviation Renewables / Flight Light
DSS Aviation	Simplex Manufacturing
Helitowcart (Vanair Inc.)	FDC / Aerofilter
Start Pac	Can West Component Services Inc
Skytrac Systems	Goodrich
Aero Design Ltd.	Night Flight Concept
Hope Aero	International Turbine Service
PHP Canada Inc.	Airwolf Aerospace LLC
Reed Services Inc.	World Courier
Canadian Four/HeliKart	Sandel Avionics
Zodiac Services Americas	Bell Helicopter Textron
Nampa Valley Helicopters	Anodyne Electronics Manufacturing Corp.
Aeronav Avionics	Guardian Mobility Corporation
EMS Aviation	Spec-Ops/Heliwagon
Helicopter Accessory Services Canada	Aviation Ground Fueling Technologies Inc.
Kamatics Corporation	SpiderTracks
Kitchener Aero Avionics Ltd.	
Donaldson Aerospace & Defense	

## 2010 Exhibitors – QUEBEC

Aero Design Ltd.	Intermountain Turbine Services Inc.
AgustaWestland	Isolair, Inc.
Airborne Engines Ltd	Kamatics Corporation
Aircraft Maintenance Systems	Kitchener Aero
Avialla a Boeing Company	Latitude Technologies Corporation
Avialta Helicopter Maintenance	Mint Turbines
Aviatech Technical Services	Onboard Systems
Aviation Specialties Unlimited, Inc.	Peco Facet
Avjet Holding	Petro Value Products Canada Inc.
Barry Cordage Ltd	Pôle Air Aviation
Bell Helicopter	Pratt & Whitney Canada
Canadian Aviation Maintenance Council (CAMC)	Precision Fuel Components LLC
Dart Helicopter Services LLC	Precision Heliparts Canada, Inc. (PHP)
Donaldson Aerospace & Defense St. Louis	Rolls-Royce Corp
EMS Aviation	Rotor Blades, Inc.
Envirotankers Inc.	Sagem Avionics
Eurocopter Canada Ltd.	SEI Industries Ltd.
FDC/aerofilter	Sennheiser Canada
Flight Test Centre of Excellence	Skytrac Systems Ltd.
GasTOPS Ltd.	Solara Remote Data Delivery
GE Capital Solutions	Standard Aero
Graham Energy Limited	Start Pac
Guardian Mobility	Timken
Helicopter Association International	Turbomeca Canada
HELICOPTERS Magazine.	Universal Avionics Systems
Helitowcart (Vanair Inc.)	Vector Aerospace Helicopter Services
Helitrades Inc.	Vertical Magazine
Hope Air	

Initials: \_\_\_\_\_  
 HAC Exhibitor



The Helicopter Association of Canada would like to thank  
The following Corporate Sponsor Companies for their continued support:



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