

STANDARD EXHIBIT SPACE APPLICATION/AGREEMENT

Vancouver 2013 - November 8, 9 & 10, 2013

NOTE: Exhibitors wishing to exhibit aircraft – separate application required - please contact HAC office directly:
barb.priestley@h-a-c.ca (613) 231-1110 ext 237

Company Name as it should appear		
Exhibit Coordinator		
Full Address		
City	Prov/State	Postal/Zip Code
Phone (including area code) ()	Fax (including area code) ()	
Email		
Product/service to be displayed		

Return form to: HAC, 130 Albert St., Suite 500, Ottawa, ON K1P 5G4 Fax: (613) 369-5097
or Email: barb.priestley@h-a-c.ca

Price Per 10'x10' space	CDN FUNDS		Square Feet	Total Cost for Space
HAC Member Rate*	C\$16.75 per sq. ft. (Increments of 100 sq. ft.)	x		\$
Non-Member Rate	C\$19.40 per sq. ft. (Increments of 100 sq. ft.)	x		\$
Booth Location			Sub Total	\$
First Choice: _____ Second Choice: _____			Add 5% GST	\$
Standard Booth Space Includes: 8ft high back drape and 3ft side drapes; 2 Free Conference Registrations per 100 sq. ft. (max. 6) Keynote Luncheon NOT included.			Total*:	\$ CANADIAN FUNDS
			BOOTH# ASSIGNED _____	
			Business No.: 878769199	
*Membership renewal fee is due September 1, 2013 for the 2013 fiscal year. In order to maintain member rate for Vancouver exhibit space, your Membership renewal fee must be paid in full by September 30, 2013. Non-renewal of membership will result in a re-assessment premium equal to the difference for the non-member rate for booth space. If the premium is not paid, by October 14, 2013 booth space will be released for resale – no refund. Initial Agreement to renewal terms outlined: ☐			OFFICE USE ONLY ☐ 2012 MEMBER ☐ 2013 renewal confirmed Date _____ ☐ 2013 premium assessment \$ _____ ☐ 2013 premium paid Date _____ ☐ 2013 booth released Date _____	

CANCELLATION POLICY Exhibit space may be cancelled by notifying HAC Administrative Services **in writing only**. Cancellations up to and including **September 7, 2013** will receive 50% reimbursement. **Cancellations received after September 7, 2013 will not be reimbursed.**

ACKNOWLEDGEMENT OF AGREEMENT

By signing this Exhibit Space Application, the Exhibit Coordinator acknowledges having read the entire Exhibitor Agreement provided as part of the Exhibitor Prospectus and Agreement and assumes entire responsibility, and hereby agrees to protect, indemnify, defend and hold the HAC, the Vancouver Convention Centre, Pan Pacific Hotel Vancouver and their respective officers, employees, members and agents harmless from and against any and all claims, losses, injuries, and damages to persons or property, government charges or fines and attorney's fees arising out of or caused by the Exhibitor's installation, removal, maintenance, occupancy or use of the Vancouver Convention Centre premises, or any part thereof, or arising out of or caused by Exhibitor's participation in Convention activities.

Name of Exhibiting Company	D / M / Y	Signature
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METHOD OF PAYMENT

☐ VISA ☐ MasterCard ☐ AMEX

Name as it appears on Card	Card Number	Exp Date	CVV#
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