



**Exhibitor Information**

**Company Name:** \_\_\_\_\_ **Contact Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_  
*Street Address*

\_\_\_\_\_ *City* \_\_\_\_\_ *Province* \_\_\_\_\_ *Postal Code*

**Office Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Mobile Number:** \_\_\_\_\_ **Website:** \_\_\_\_\_

**Exhibit Space & Booth Number:** \_\_\_\_\_

*Electricity and Internet can be provided at an extra cost. Does not include tables or other accessories. Please inquire for details.*

	<b>Booth Size</b>	<b>Price</b>
<input type="checkbox"/>	5'x10'	\$300
<input type="checkbox"/>	10'x10'	\$475
<input type="checkbox"/>	15'x15'	\$1100
<input type="checkbox"/>	20'x20'	\$1900

**Products and Services to be Exhibited:** \_\_\_\_\_

*Full payment required to secure booth.*

**Sub Total:** \_\_\_\_\_ **25% Deposit:** \_\_\_\_\_ due with signed agreement.

**GST 5%:** \_\_\_\_\_ **Final Payment:** \_\_\_\_\_ due by March 31<sup>st</sup>, 2019.

**Total:** \_\_\_\_\_

**Payment Details:** Cash Cheque E-Transfer

**Signature:** \_\_\_\_\_

*Payments are non-refundable/non-transferable*

*Cheque made payable to FashionFest*

*E-Transfers to info@FashionFest.ca*

**Exhibitor Agreement:**

*I have read and agree to the attached Terms and Conditions*

\_\_\_\_\_  
*Print Name*

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Date*



Edmonton Expo Centre  
June 21<sup>st</sup> – 22<sup>nd</sup> 2019

## Tradeshow Terms & Conditions

### Eligible Exhibits

FashionFest reserves the sole right to determine the eligibility of any company, product, or service to exhibit, and further reserves the right to reject any application.

### Limitation of Exhibits

FashionFest reserves the right to stop or remove from the exposition any exhibitor (or any agent, employee, or representative thereof) performing an act or practices, including but not limited to any displays, presentations, or demonstrations, which FashionFest finds objectionable, violates the Terms and Conditions, or detracts from the dignity of the event. In the event FashionFest removes or stops an exhibit or demonstration, exhibitor shall not be entitled to a refund of exhibit fees or any other cost incurred by the exhibitor. A company's participation in the exposition does not reflect a product endorsement by FashionFest. The exhibitor may not make any statements in print, orally, or electronically that state or imply such endorsement.

### Booth Specifications

Booths consisting of 5x10 or a 10x10 space must not exceed a height of 8 feet. Exceptions may be granted where the booth(s) are located along perimeter walls. Exhibitors in Island booths may display to a height of 12 feet. No walls, partitions, paintings, decorations, or other obstructions may be erected which will in any way interfere with the view of any other exhibitor. Exhibitors are required to submit their plan to FashionFest in writing thirty (30) days in advance of the exhibition for approval by FashionFest if such plans include the use of unusual effects or methods of production presentation. Exhibitors are required to ensure that their displays do not have a negative impact on the show environment through excessive noise, heat, light, etc.

### Payment Terms

All applications for exhibit space must be accompanied by full payment. All requests for cancellations notice must be sent to [info@FashionFest.ca](mailto:info@FashionFest.ca) ATTN: TRADE SHOW MANAGER. Fifty percent of the total booth cost will be refunded for all cancellations received on or before May 1<sup>st</sup>, 2019. No refunds will be provided by Fashion Fest after that date. FashionFest reserves the right to deny exhibit space to companies that have overdue account balances. Exhibit space assignments are made on a first-come, first-served basis after sponsor and past exhibitors have made their selections. FashionFest reserves the right to alter an exhibitor's assigned space if it is deemed necessary in the best interests of the exposition.

### Exhibit Space

Subleasing and Sharing of Exhibit Space is strictly prohibited. All signs, displays, and products in a booth must be related to the exhibitor's company. Sales of products or samples may be allowed with prior approval by FashionFest trade show manager. Contracts and orders may be written for future delivery of products and services.



## Tradeshow Terms & Conditions

### **Damage to Property**

Any damage, including but not limited to damage to the exhibit hall or exhibit area, caused by an exhibitor will be paid for by that exhibitor. Exhibitors are prohibited from painting, taping, nailing, screwing, drilling, or tacking anything to the walls, columns, floor, or ceiling of the building; adjoining displays; or the official contractor's display material.

### **Food and Beverages**

Food and beverages must be purchased from the official concessionaire, unless incident to exhibitor's product line with written approval of the official concessionaire.

### **Labor and Contractors**

Exhibitors that plan to use outside contractors must notify FashionFest in writing 40 days prior to the exposition. FashionFest reserves the right to contact such contractors and deny an Exhibitor entrance based upon the use of an outside contractor. Outside contractors are required to supply verification of liability insurance coverage.

### **Exposition Location Rules**

Exhibitor shall adhere to and not cause any violation of the rules and regulations of the exposition property owner. Soliciting outside the confines of the Exhibitor's assigned space is prohibited. FashionFest reserves the right to distribute any conference materials and FashionFest information to all attendees and exhibitors in the exhibit hall.

### **Prize Drawings**

Exhibitors may hold drawings for prizes in their individual booths, except if they conflict in any way with the conference, exhibit, or local laws. If exhibitor intends to use a drawing, it must notify FashionFest in writing thirty (30) days prior to the event. FashionFest reserves the right to deny the use of such drawings. Competitive events including but not limited to meetings, social functions, forums, sessions, off site events, or scheduling attendee transportation which overlap or conflict with any scheduled conference or exposition event is strictly prohibited. Violation of this clause may result in expulsion from the exhibit hall and/or exclusion of the organization from exhibiting at future conferences at the "discretion" of FashionFest.

### **Exhibitor Registration**

The total number of exhibiting company's staff in one booth is limited to three. Installation, show, and dismantling hours and dates shall be those specified by FashionFest. Packing of exhibits prior to the close of the exposition is prohibited. Exhibitor shall be liable for all storage and handling charges for failure to remove exhibits by specified time and date.