



OTTAWA
WINE AND FOOD SHOW

EXHIBITOR APPLICATION FORM AND CONTRACT

November 7, 8 & 9, 2008

Lansdowne Park, Civic Centre

Return to: OTTAWA WINE AND FOOD SHOW
2446 Bank Street, Suite 614 Ottawa, ON K1V 1A8
Tel: 613-523-9463, Fax: 613-523-4182
Email: wineshow@playerexpo.com

We wish to book (No. of booths required): (Standard 10' x 10')

1st choice 2nd choice

Show management will determine the final allocation of exhibit space. All efforts will be made to satisfy space requests.

RATES: \$1480 per 10'x10' booth space + 5% GST (Add \$100 for each corner booth)
No extra charge for corner booths if ordered with at least one adjacent non-corner booth.

PLEASE PRINT:

Company:

Address: Suite:

City: Province: Postal Code:

Telephone: () Fax: () Email:

Contact Name: Title:

Ottawa Representative: Telephone:

Types of products to be exhibited:

- We require a standard draped booth supplied by The Ottawa Wine & Food Show (no charge) Yes No
- Will you use the Lansdowne Kitchen? (A \$30 charge will apply) Yes No

Note: 50% deposit required with application form. Full balance due July 1.

VISA AMEX Card #: Expiry Date:

MASTER CARD Name on card: Amount:

CHEQUE ENCLOSED Signature: Title:
(make payment to OTTAWA WINE & FOOD)

Send to:
Ottawa Wine and Food Show, 2446 Bank Street, Suite 614, Ottawa, ON K1V 1A8
Telephone: (613) 523-9463 • Fax: (613) 523-4182 • e-mail address: wineshow@playerexpo.com

OFFICE USE ONLY

Date application received: Space Assigned: Accepted by:

CONDITIONS OF CONTRACT:

1. The Ottawa Wine & Food Show hereinafter referred to as Ottawa Wine & Food agrees to provide the exhibitor with standard draped booth space, materials handling service, ice service, booth cleaning, garbage pickup, security, and 4 exhibitor badges per 10 x 10 space.
2. All electrical wiring and outlets and mechanical work, shall be at the exhibitor's expense. All operating electrical equipment used in the exhibit must have C.S.A. or equivalent provincial power authority approval.
3. Space contracted by the exhibitor may not be sublet without prior written permission of Ottawa Wine & Food.
4. The exhibitor agrees to abide by all regulations and rules adopted by Ottawa Wine & Food in the best interests of the Show, and agrees that Ottawa Wine & Food shall have the final decision in adopting any rule or regulation deemed necessary prior to, during and after the Show.
5. The exhibitor will be liable for and will indemnify and hold harmless Ottawa Wine & Food from any loss or damages if said loss or damages arose from or were in any way connected with the exhibitor's occupancy of said space.
6. This contract may be cancelled provided written notice is received by June 1st. Cancellations are subject to a \$200 service charge. By cancelling this contract the exhibitor forfeits all rights or claims to the allocated space and Ottawa Wine & Food is free to rent it to others and collect the cancellation charge. No refunds after June 1st.
7. Ottawa Wine & Food reserves the right to alter or change the space assigned to the exhibitor.
8. No loud taped music is permitted in the Exhibit Hall.
9. Ottawa Wine & Food reserves the right at any time to alter or remove exhibits or any part thereof, including printed materials, products, signs, lights or sound equipment, and to expel exhibitors or their personnel, if, in Ottawa Wine & Food's opinion, their conduct or presentation is objectionable to other show participants.
10. The exhibitor agrees to confine his presentation within the contracted space only, and within the maximum height set by the Show rules and regulations and to maintain a staff in his booth space during Show hours.
11. All goods shipped to the Show must be clearly marked with the name of the exhibitor and the number of his space. Ottawa Wine & Food will not accept C.O.D. shipments. Ottawa Wine & Food assumes no responsibility for loss or damage to goods before, during the period of the show, nor after its closing.
12. The exhibitor is responsible for the placement and cost of insurance related to his participation in the show.
13. The exhibitor agrees that no display may be dismantled or goods removed during the entire run of the Show and must remain intact until 30 minutes after the closing hour of the last day of the Show or until the general public is cleared from the hall. The exhibitor also agrees to remove his exhibit, equipment and appurtenances from the Show building by the final move-out time limit, or in the event of failure to do so, the exhibitor agrees to pay for such additional costs as may be incurred.
14. In the event that the exhibit space used by the exhibitor should in any way be rendered unusable, the exhibitor shall pay for such space only for the period during which it was or could have been used as determined by Ottawa Wine & Food.
15. Ottawa Wine & Food reserves the right to change the date or dates upon which the Show is to be held and shall not be liable in damages or otherwise by reason of any such change. In addition, Ottawa Wine & Food shall not be liable in damages or otherwise for failure to carry out the terms of this Agreement in whole or in part where caused directly or indirectly by or in consequence of fire, storm, flood, war, rebellion, insurrection, riot, civil commotion, strike or by any cause whatever beyond the control of Ottawa Wine & Food.
16. A refund of all monies paid by the exhibitor to Ottawa Wine & Food will be made by Ottawa Wine & Food in the event that the Show is not held except where subsection 15 above applies.
17. Ottawa Wine & Food reserves the right to cancel this contract and to withhold possession of exhibit space if the exhibitor fails to perform any material condition of this contract or refuses to abide by the Show rules and regulations, in which case the exhibitor shall forfeit as liquidation damages all space rental payments made by him and any further occupancy of such space.
18. The exhibitor agrees to observe all union contracts and labour relations in force, agreements between Ottawa Wine & Food, official contractors, and the building in which the Show will take place and according to the labour laws of the jurisdiction in which the building is located.
19. Ottawa Wine & Food reserves the right to select exhibitor applicants that will at Ottawa Wine & Food's sole discretion enhance the quality of the show.
20. The exhibitor agrees to respect to the letter, all LCBO regulations concerning the serving of alcoholic beverages.