

# 2018 EVENT SPACE APPLICATION

Please ensure that this form has been completed fully before remitting.

## Application Process

- Contracts are subject to the approval of Management and are processed on a first come first serve basis.
- The Applicant/Exhibitor acknowledges that they have read and agree to all "Exhibit Contract Terms & Conditions."
- Management will attempt to assign booth locations as indicated on this form.
- All booth renderings must be submitted to IDS Vancouver no later than July 1, 2018. **Pop-ups and banners are not acceptable.**

**\*\* PCI Compliance requires that any credit card information must ONLY be received to our secure fax line 604.631.2105 or mailed to the address below. Thank you for your co-operation.**

## Return completed form with payment to:

**Fax** 604.631.2105  
**Mail** Interior Design Show Vancouver  
 Suite 510 – 1185 West Georgia St.  
 Vancouver, BC V6E 4E6

COMPANY			
CONTACT		TITLE	
ADDRESS			
CITY	PROVINCE/STATE	POSTAL/ZIP CODE	COUNTRY
TELEPHONE		FAX	
E-MAIL		WEBSITE	
TYPE OF PRODUCTS/SERVICES TO BE DISPLAYED			

## 2018 Rates

<b>Exhibit Rate</b>	\$28.00 per sq. ft.	*20% due with contract (deposit) 30% due April 1, 2018 50% due July 1, 2018
<input type="checkbox"/> <b>Premium – Corner</b>	+\$275 per corner	* Hardwall is mandatory. Pop-ups and banners are not acceptable. Electrical services subject to an additional fee.
<input type="checkbox"/> <b>Premium – Island Locations</b>	+\$1,000	† Standard Online Listing includes: Company name, booth number, website & 150 character description. Upgrade to Enhanced to include 200 additional characters, 4 images, Youtube video link, full address, logo and social media links.
<input type="checkbox"/> <b>Enhanced Online Listing†</b>	+\$199	

Booth size: \_\_\_\_\_ X \_\_\_\_\_

Preferred\* booth number (refer to Floorplan):

<b>1ST CHOICE</b>	<input style="width: 100%;" type="text"/>
<b>2ND CHOICE</b>	<input style="width: 100%;" type="text"/>
<b>3RD CHOICE</b>	<input style="width: 100%;" type="text"/>

*\*IDS Vancouver will make every effort to assign your preferred booth, but cannot guarantee exact placement.*

BOOTH PRICE	\$ _____
PREMIUM CHARGE	\$ _____
GST (5%)	\$ _____
<b>TOTAL</b>	<b>\$ _____</b>

## Third Party Vendor Communications

Informa has select third party vendors of event services (such as material handling, cleaning and lighting and electrical supply) who can assist with your preparation and participation in the Informa event for which you are registering. Please note that all our service providers are contractually obligated to use your information solely for the event for which you have been contracted and understand that without checking this box you will not receive critical information regarding services essential to your participation in the show. These third-party vendors require your authorization to contact you directly. For a list of these third-party vendors, please review page 2 of your contract package.

Yes, I agree for Informa to share my details to the list of third party vendors below, to contact me with information about services they can provide me for the Informa event for which I have registered and any other services they provide. Informa is obtaining consent on behalf of the third-party vendors. You can withdraw your consent at any time by following the instructions in any of the vendor emails. If you require further assistance, please contact: Tracy Nguyen, Suite 510 - 1185 West Georgia St. Vancouver, BC V6E 4E6

## Informa Communications

I agree that Informa Canada Inc. ("Informa") may contact me about other Informa trade shows, events and services (collectively, "Informa Events") that may be of interest to me.

AUTHORIZED SIGNATURE	PRINT NAME	DATE
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I understand that by signing above I am committing to reserve exhibit space at this event and will automatically receive information about the Informa Canada services or events related to the event or service for which I am registering and other Informa Canada events by fax, regular mail, email, phone (including pre-recorded phone messages that may include marketing content).

CANCELLATION & RELOCATION POLICY: An exhibitor may cancel this exhibit space agreement in writing, without penalty within 10 business days. After 10 business days, monies are due as per above payment terms and the exhibitor shall not be relieved of exhibit obligation. The Management shall in no event be required to make any rebate or refund to the Exhibitor in connection with any cancellation of this agreement. The Management reserves the right to relocate Exhibitor in space other than specified herein. A change in location shall not relieve the Exhibitor of their obligations hereunder.

## Payment

<input type="checkbox"/> VISA/Mastercard/Amex <input type="checkbox"/> Cheque *Cheques payable to: Informa Canada Inc.		
Name on Card		
Card Number		
Signature	Expiry Date	Date signed

**DEPOSIT AT SIGNING AND PAYMENTS ON « APRIL 1, 2018 » AND « JULY 1, 2018 » WILL BE DEBITED FROM ABOVE CARD.**

**IDS Vancouver**  
 T. 604.730.2063  
 E. info@idsvancouver.com  
 Suite 510 – 1185 West Georgia St.  
 Vancouver, BC V6E 4E6  
 www.idsvancouver.com

# EVENT CONTRACTUAL TERMS & CONDITIONS

For the purpose of this contract, IDS Vancouver and the producing company Informa Canada Inc. will be herein referred to as "Management", and the individual or company named in this contract will be referred to as "Exhibitor".

## Exhibitor Rules and Regulations

For the purpose of this contract, IDS Vancouver and the producing company Informa Canada Inc. will be herein referred to as "Management", and the individual or company named in this contract will be referred to as "Exhibitor".

The Exhibitor agrees to abide by all laws, rules and regulations set forth by the Province of British Columbia, the City of Vancouver and Vancouver Convention Centre (VCC). Further, the Exhibitor agrees to abide by the rules and regulations set forth in Management's Exhibitor Manual.

Management reserves the right in its sole discretion: to reject any and all applications for any reason or no reason at all; and to prohibit, close, correct, remove or eliminate any exhibit, part of an exhibit, sign, card, printed matter, souvenir, catalog, or other material, or any circumstance, conduct or action, or cause thereof, which is not suitable to or in keeping with the character of the show or which violates these rules.

Lighting in the IDS Vancouver exhibit hall is dimmed to create a darker, more sophisticated atmosphere. Please integrate adequate exhibit lighting — or you'll be left in the dark.

Hardwalls are not included, but mandatory.

Electrical services are subject to an additional fee. Information on how to make these arrangements will be provided in the exhibitor manual.

Subletting or sharing of the Exhibitor's space, without written consent by Management is prohibited.

All Exhibitor contests and giveaways must be approved by Management.

The use of microphones and other magnified sound devices, without written consent by Management is prohibited.

Management reserves the right to alter or change the space assigned to the Exhibitor. The Exhibitor agrees to confine their presentation within the contracted space only. As well, no display may be dismantled or goods removed during the entire run of the Show. The Exhibitor also agrees to remove their display from the facility by the final move-out time limit, and understands that failure to comply will result in additional charges levied against the Exhibitor.

The Exhibitor also agrees to have their exhibit space open and manned during all open hours of the show as outlined in the Exhibitor Manual.

### IDS Vancouver

Tel 604.730.2063  
info@idsvancouver.com

Suite 510 – 1185 West Georgia St.  
Vancouver, BC V6E 4E6

www.idsvancouver.com

**informa**  
exhibitions

The Exhibitor agrees to obtain, for the duration of the show, any and all permits and licenses associated with their participation in the show at their own cost.

The Exhibitor agrees on the following payment schedule: 20% due with application, 30% due April 1, 2018, and the remaining 50% due July 1, 2018. Any late or missing payment leaves the Exhibitor subject to loss of any deposit to date, and the loss of the reserved exhibit space. The Exhibitor would still be held liable for the balance. Any cancellations made will result in the loss of all deposits to the full value of the contract.

By signing an application for space, the exhibitor agrees to purchase and keep in effect during the period when its property is in the exhibition hall and in transit to and from said premises, insurance against loss, damage, or destruction to such property, however caused, for the full value of such property, and to cause the insurer to waive subrogation against the Show Management. Exhibitor is responsible for insurance coverage related to participation in the Show. Each Exhibitor and each of Exhibitor's appointed contractors is required to carry \$5,000,000 commercial general liability per occurrence for bodily injury and/or property damage, such coverage shall specifically (i) provide that Informa Canada Inc. as additional insured on the policy, (ii) include a cross liability clause, and (iii) provide that such policy shall not be cancelled or materially altered prior to termination of this Exhibitor Agreement. Upon request by management, the Exhibitor must immediately provide a copy of said policy, failure to do so will result in immediate removal of the Exhibitor. The Exhibitor will be liable for and will indemnify and hold harmless Management and VCC from any loss or damages whatsoever suffered by Management and/or VCC if said loss or damages arose from, or were in anyway connected with Exhibitor's occupancy of said space. Management and VCC accept no responsibility for any Exhibitor loss or damage to any products, equipment or exhibits whatsoever.

In the Event that the show is unable to be held due to reasons beyond the control of Management and or VCC, neither Management nor VCC shall be responsible for any loss of profits, loss of business or damages suffered by the Exhibitor. These reasons may include, but are not limited to: Acts of God, Strikes or Lockouts, Fire, Acts of War and or Civil Disturbances. Management reserves the right to make changes or amendments to this contract deemed necessary prior to, during and after the show.

## List of Third Party Vendor

### Levy Show Services

(carpet & furniture rentals, material handling, hardwall rentals and shipping services)

12340 Horseshoe Way  
Richmond, BC V7A 4Z1  
T. 604.277.1726  
E. operations@levyshow.com

### Vancouver Convention Centre

(electrical, cleaning, catering, internet)

999 Canada Pl, Suite #200  
Vancouver, BC V6C 3C1  
T. 604.689.8232  
E. exhibitorservices@vancouverconventioncentre.com

### Riggit

(rigging, lighting)

965 Great Northern Way  
Vancouver, BC V5T 1E1  
T. 604.696.1481  
E. info@riggit.com

### GRAY Magazine

(Field Guide advertising)

5628 Airport Way S., Ste. 330  
Seattle, WA 98108  
T. 425.773.5119  
E. shawn@graymag.com

### Microspec Systems Inc.

(lead retrieval systems)

260 Edgeley Blvd, Unit 3  
Concord, Ontario L4K 3Y4  
T. 1.888.780.9825 ext. 208  
E. leadretrieval@microspec.com

### Faulhaber Communications

(public relations)

725 East Hastings St.  
Vancouver, BC V6A 1R3  
T. 778.379.6222  
E. mdc@faulhabercommunications.com