



# EXHIBIT SPACE CONTRACT

## The Fairmont Banff Springs Hotel

### Banff, Alberta

### October 18-20, 2016

Owned by Canadian Common Ground Alliance  
Produced by Infrastructure Resources, LLC

Organization Name: \_\_\_\_\_

To be published as: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City, Province, Postal Code: \_\_\_\_\_

**Contact Information:**

Contact: \_\_\_\_\_

Title: \_\_\_\_\_

Office Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Website: \_\_\_\_\_

**Billing Information:**

Address: \_\_\_\_\_

City: \_\_\_\_\_

Province, Postal Code: \_\_\_\_\_

Contact: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Exhibit Booth Space	Qty	Each
<input type="checkbox"/> <b>6' x 10' or 8' x 10'</b> <ul style="list-style-type: none"> <li>• One (1) 6' x 30" draped table, One (1) chair</li> <li>• One (1) Symposium Pass (<i>Register now on Page 2</i>)</li> </ul>	1	\$ 1,100
<input type="checkbox"/> <b>6' x 20' or 8' x 20'</b> <ul style="list-style-type: none"> <li>• One (1) 6' x 30" draped table, two (2) chairs</li> <li>• Two (2) Symposium Passes (<i>Register now on Page 2</i>)</li> </ul>	1	2,000
<input type="checkbox"/> <b>Additional Exhibitor/Full Symposium Pass</b> <ul style="list-style-type: none"> <li>• Access to all sessions, meals and receptions</li> <li>• Limits: One (1) per 8' x 10' booth, Two (2) per 8' x 20' booth</li> <li>• Register additional exhibitors online at <a href="http://www.canadianCGA.com">www.canadianCGA.com</a></li> </ul>	1	\$500

Exhibitor Opportunities	Qty	Each
<input type="checkbox"/> <b>3-Minute Product Presentation (ppt)</b> <ul style="list-style-type: none"> <li>• Includes company logo, product information and product video</li> <li>• Created by exhibiting company</li> <li>• Presentation precedes one (1) meal function</li> </ul>	1	500

**Total (Canadian Funds): \$ \_\_\_\_\_**

Preferred Booth Location:      1<sup>st</sup> Choice: \_\_\_\_\_      2<sup>nd</sup> Choice: \_\_\_\_\_

Exhibit space details or sponsorship opportunities: Vicki Husome, 952.428.7982 or [vicki@emailir.com](mailto:vicki@emailir.com).

**Terms and Conditions**

- Balances due upon receipt of contract
- Certificate of insurance must be provided. See contract specifications for details.

**NO REFUNDS.** IR and CCGA reserves the right to cancel exhibit space if payments are not made by due dates. If exhibit space is cancelled, IR retains the right to all previously paid funds. Failure to abide by any provisions of this agreement may result in suspension of your right to exhibit and seek damages for breach of this agreement.

**Payment Options**

**Credit Card** (see attached Payment Authorization)

**Invoice me** at Billing Address above

**Cheque Enclosed made payable to:** *Canadian Common Ground Alliance*

**Mail to:** *Infrastructure Resources, LLC, 10740 Lyndale Ave S, Suite 15W, Bloomington, MN 55420*

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

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



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### Banff, Alberta

### October 18-20, 2016

#### EXHIBITOR REGISTRATION

1 badge included with 6'x10' or 8'x10' space and 2 badges included with a 6'x20' or 8'x20' space

##### Exhibitor Badge 1

Contact: \_\_\_\_\_  
Title: \_\_\_\_\_  
Office Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Website: \_\_\_\_\_

##### Exhibitor Badge 2

Contact: \_\_\_\_\_  
Title: \_\_\_\_\_  
Office Phone: \_\_\_\_\_  
Cell Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Website: \_\_\_\_\_

Additional Exhibitors can be added online at [www.canadianCGA.com](http://www.canadianCGA.com). Limit one (1) per 6'x10 or 8'x10' booth. Limit two (2) per 6'x20 or 8'x20' booth.

#### Move-In and Move-Out

Move-in: Tuesday, October 18, 4:00 pm - 5:30 pm

Move-out: Thursday, October 20, 11:00 am – 1:00 pm (Shipments must be ready by 2:00 pm)

#### Exhibit Floor / Welcome Reception

Tuesday, October 18, 6:00 pm – 8:00 pm

#### Regulations

- Exhibit space shall be open and fully staffed during all official exposition hours. Displays shall not be dismantled prior to official exhibit floor close
- Exhibitor shall not erect any exhibit or other structure that exceeds the Exhibitor's space dimensions.

#### Booth Assignment

Every attempt will be made to make booth assignments in keeping with Exhibitor's requests set forth in this contract. However, IR reserves the right to make final determination of all space assignments. IR shall have no liability for failure or inability to meet exhibitor's requests, and exhibitor shall have no right to cancel this contract due to IR's failure to meet exhibitor's requests.

#### Show Specifications

Exhibitor assumes all responsibility for compliance with local, city and province ordinances and regulations covering fire, safety and health. All applicable taxes and license fees due from sales at the CCGA Damage Prevention Symposium will be the sole responsibility of the Exhibitor. This includes sale, real estate, province, city, county and federal taxes. Exhibitor assumes all responsibility for compliance with local, city and province ordinances and regulations covering fire, safety and health.

Exhibitor shall not become an agent of IR or have the authority to bind IR in any manner by reason of this contract. This contract is not to be construed as a partnership, but only as a lease to be paid for on a rental basis. Exhibitor agrees that IR shall not be held liable for any salaries of any employees of Exhibitor, or for any expenses incurred by Exhibitor, or for any debt contracted by Exhibitor.

The parties agree that it is foreseeable that Exhibition in part or in its entirety may be canceled due to inclement weather, acts of God, or other acts or occurrences beyond IR's control. The parties further agree that IR shall in no way be deemed to have guaranteed the performance of the Exhibition. Therefore, Exhibitor agrees that in the event Exhibition is canceled by reason of inclement weather, acts of God, strike, lockouts, acts of the elements, or other acts or occurrences beyond IR's control, Exhibitor shall not have any right of claim for refund against IR for funds paid by Exhibitor to IR pursuant to this contract.

Exhibitor assumes full responsibility for property damages, personal injury, or death to any party arising from or connected with Exhibitor's participation in the show and Exhibitor agrees to defend, indemnify and hold harmless IR and its agents and employees from all liability which might ensue from any act of God, negligence, product liability, or other cause whatsoever, arising out of or incident to Exhibitor's participation in the show and not attributed to IR. Each Exhibitor must safeguard his goods, materials, equipment and display at all times and wherever the same may be located within, on, or about the premises. IR will not be responsible for property damage or loss, by or for any cause, and Exhibitor hereby waives any right to claim liability against IR for the same.

#### Insurance

Exhibitor is required to provide a certificate of Public Liability Insurance (naming Canadian Common Ground Alliance (CCGA) and Infrastructure Resources, LLC (IR) as coinsured therein) either a split limit in the amount of \$500,000 for injury to each person and \$1,000,000 for each occurrence and \$250,000 property damage or a combined single limit of \$500,000 to protect against claims arising out of the operation of its exhibit. Exhibitor, upon signing this contract, expressly releases CCGA and IR from, and agrees to indemnify them against, any and all claims for loss, damage or injury to Exhibitor's exhibit, itself, or its employees not caused by CCGA or IR negligence. Any damage to the premises through carelessness or otherwise by Exhibitor or its employees must be paid for by Exhibitor.

#### Event owned by:

Canadian Common Ground Alliance  
c/o Alberta One Call Corporation  
4242 Seventh Street SE  
Calgary, Alberta T2G 2Y8

#### Event produced by:

Infrastructure Resources, LLC  
10740 Lyndale Ave. So., Suite 15W  
Bloomington, MN 55420



# CREDIT CARD PAYMENT AUTHORIZATION

Canadian Common Ground Alliance

Phone: 952.746.2301

Fax: 952.703.7022

Email: liz@emailir.com

Owned by Canadian Common Ground Alliance  
Produced by Infrastructure Resources, LLC

## COMPLETE AND RETURN BY FAX OR EMAIL SHOWN ABOVE

Regulations pertaining to credit card purchases require Infrastructure Resources, LLC to obtain the following information in order to process any credit card purchases without physical possession of the card and the embedded information on the magnetic strip. Please fill out this form completely to ensure prompt processing.

Company Name: \_\_\_\_\_

Invoice #: \_\_\_\_\_ Balance Due: CDN \$ \_\_\_\_\_

Type of card:     *American Express is not accepted*

Credit Card #: \_\_\_\_\_

Expiration: \_\_\_\_\_ / \_\_\_\_\_ Security Code: \_\_\_\_\_  
*Mo Year*

Name on Card: \_\_\_\_\_

Billing Address: \_\_\_\_\_

City, Province, Postal Code: \_\_\_\_\_

Email Receipt to: \_\_\_\_\_

*For security purposes, this document will be destroyed once transaction is processed.*

.....  
I certify that I am an authorized user of the credit account as stated above and that I have the authority to authorize payment in the amount of \$ \_\_\_\_\_

Authorized Signature: \_\_\_\_\_