

Exhibitor Name			
Contact Name			
Type of Business			
Address		City/Province	
Phone	Business	Fax	
Email Address		Website	

NOTE: Booth assignment will be at the discretion of the Okotoks & District Chamber of Commerce. Every reasonable effort will be made to separate exhibitors with similar products and services but there is no guarantee for such separation.

Mode of Payment	Credit Card _____	Cheque _____	Cash _____
Credit Card #	3 digit CVC _____		Expiry: _____ \ _____

RATES

Member Rates		Non-Member Rates	
Regular 10 x 10 Booth	\$250	Regular 10 x 10 Booth	\$350
Regular 10 x 10 Booth WITH Power (ONLY 20 available)	\$275	Regular 10 x 10 Booth WITH Power (ONLY 20 available)	\$375
Regular 10 x 10 Booth WITH Pre-set up Tent	\$525	Regular 10 x 10 Booth WITH Pre-set up Tent	\$625
Regular 10 x 10 Booth WITH Power & Pre-set up Tent (ONLY 20 available)	\$550	Regular 10 x 10 Booth WITH Power & Pre-set up Tent (ONLY 20 available)	\$650
Member Total	\$	Non-Member Total	\$

Booth Specifications	Table Specifications
10' x 10' includes: 1 – 8' black skirted table and 2 folding chairs	10' x 10' includes: 1 – 8' black skirted table and 2 folding chairs

Western Wheel Ad	The Eagle 100.9 FM Radio Spot	EXTRAS
I would like a Business Card ad in the Western Wheel to be placed in the Trade Show edition. _____ The cost for the ad is \$55.00 and the Wheel staff will confirm the ad layout and requirements.	I request an on location interview with the Eagle 100.9 FM (professional voice recordings are available). The cost for this advertising is \$80.00 and the staff at the Eagle will contact you to arrange the recording. _____	4' Skirted Table \$45 _____ 8' Skirted Table \$65 _____ 10x10 Carpet \$125 _____
Newspaper Advertising Total:	Radio Advertising Total:	EXTRAS Total:

Total Costs	
Total Booth Cost: \$	ADD 5% GST (#107793754):
Total Extras: \$	Grand Total:
Total Advertising: \$	Signature:
Sub Total: \$	Date:

BOOKING Policy: Space will not be deemed confirmed until payment is received. All payments for the show must be received by the Chamber 14 days prior to the show.

Cancellation Policy: All cancellations must be delivered in writing to the Chamber office no later than 14 days prior to the event. The safety of our vendors and attendees is our top priority. In the event that show is cancelled due to extreme weather or Covid-19 restrictions, your Tradeshow fees will be carried over to the 2021 Tradeshow. No refunds will be issued. The Okotoks & District Chamber of Commerce will endeavour to accommodate booth location requests but reserves the right to make changes at any time. Priority and preference will be given to Chamber members.

Annual Chamber Memberships: visit our website: www.okotokschamber.ca

Non Profit	\$115.00	
1 Employee	\$175.00	
2 -6 Employees	\$230.00	
7-12 Employees	\$287.50	
13 + Employees	\$345.00	Add 5% GST #107793754

Exhibitor Information:

Show Dates & Hours: Saturday, September 26th 10am - 5pm	
SET UP AND TAKE DOWN TIMES <u>Set Up begins:</u> 6am Saturday <u>Move out Saturday:</u> no earlier than 5:15pm	Show Location: Okotoks Recreation Centre, 99 Okotoks Drive, Okotoks, AB Murray Arena, Piper Arena

Insurance: The Exhibitor is responsible for obtaining any/all insurance related to his/her participation and requirements of his/her exhibit in the show. Neither the Okotoks Chamber of Commerce nor the Okotoks Recreation Centre will be held responsible or liable in any manner of damage or loss that may occur to property or persons during times of move in, show and/or move out. Exhibitors who desire insurance on their exhibits must obtain it at their own expense. Attention is particularly called to the necessity for insurance covering all risks (liability, fire, theft, damage, etc.) on exhibits from place of shipment to the Arena and return, including the period during which the goods remain in the arena.