



Exhibiting Name: _____
(This will appear on all correspondence, in the Guide and on your show badges.)

Corporate Name (If different. Note: for internal purposes only): _____

Address: _____ Unit # _____ City/Town: _____

Prov./State: _____ Postal Code / Zip: _____ Country: _____

Tel.: _____ Toll free: _____ Fax: _____ Toll free Fax: _____

Company E-mail: _____ Website : _____

Primary Contact Person: _____ Title: _____

Direct Tel: _____ Ext. _____ Direct E-mail: _____

We would love to join your network! Please provide us with your social media contact information:

Facebook _____ Twitter _____

Instagram _____

Size of booth required: _____ Prefer Corner booth Yes (each corner is additional and based on availability)
 No

Please list the product (s) you will be showing:

Please list any companies near whom you DO NOT wish to be located: _____

It is fully understood that any booth space assigned is subject to change under any circumstances at any time.

This contract is accepted with the commitment that all monies owed will be paid, in full, upon receipt of invoice. Booth payment can be made online in the Exhibitor Toolkit or by company cheque payable to the "Canadian Gift Association" in Canadian funds. Online invoices reflect terms provided within this contract for Exhibit Space.

Note: Booth space is not confirmed until the signed exhibitor contract is returned and payment has been made online or your cheque has been received.

It is fully understood that this form shall become a binding contract upon acceptance by the Alberta Gift + Home Market. I/We have read, understood and accept the 'Market Conditions, Rules and Regulations of Agreement' included with this document, as well as booth display standards, and Rules and Regulations in the Exhibitor Toolkit available online. **Please keep a copy of this Contract for Exhibit Space for your files.**

Authorized Signature: _____ Title: _____ Date: _____

FOR OFFICE USE ONLY

_____	Booth(s) _____
ACCEPTED BY ALBERTA GIFT + HOME MARKET	Dimension(s) _____ Sq. ft. _____
DATE _____	Corner(s) _____ Total Owing \$ _____ Total Exhibit Space Rental Includes GST



CANADIAN GIFT ASSOCIATION CONDITIONS, RULES AND REGULATIONS OF AGREEMENT

These regulations have been established for the mutual benefit and protection of Exhibitors, Visitors, and the Canadian Gift Association (CanGift), with such additions or changes as may be made from time to time and to which the Exhibitor agrees to be bound.

1. Conditioned upon placing the exhibit space applied for herein at the disposal of the Alberta Gift + Home Market (herein called the "Market") to be held at the Edmonton Expo Centre (herein called the "Building") allotment of space is made by CanGift. The Exhibitor may not enter a protest against the allotment of space made. Dissatisfaction with the booth allotted or the necessity to make alterations to the booth itself will not be regarded as justification for withdrawal from participation nor will it entitle the Exhibitor to claim compensation.
2. CanGift reserves the right to reject or prohibit exhibits or Exhibitors which it considers objectionable and further reserves the right to relocate exhibits or Exhibitors when in its opinion such relocations are necessary to maintain the character and/or good order of the Market.
3. Neither CanGift nor the Market shall be financially liable or otherwise obligated in the event the Market is cancelled, postponed or relocated. However, should any contingency interrupt or prevent the holding of the Market, CanGift may refund a portion of the amount paid for space. This refund may be made pro rata to the space taken by the Exhibitor as a whole less a pro rata share of actual expenses incurred by CanGift to the date it is known that the Market cannot commence. Where the Market is interrupted following the commencement (rather than prevented from commencing), the refund may be made pro rata to the amount of time the Market ran to the time of interruption as a function of the intended time of the Market. If for any reason CanGift determines that the location of the Market should be changed, no refund will be made but CanGift will assign to the Exhibitor such other space in the new location as CanGift, in its discretion, considers appropriate and the Exhibitor agrees to accept such space under the same rules and regulations as would have applied to the original space.
4. CanGift shall have the right to adopt such rules and regulations as to the conduct of parties prior to, during and after the Market as in its discretion it deems to be in the best interests of the event. The Exhibitor agrees to abide by all rules and regulations adopted by CanGift as well as all rules and regulations of general contract that may be issued by the Building and all by-laws, rules, directions, orders and regulations of Municipal authorities, including and abiding by the conditions and regulations under the Occupational Health and Safety Act, Regulation and Code as well as the accessibility standards in the Safety Codes Act of the province of Alberta.
5. Exhibitors shall not violate the wholesale character of this Market by engaging in immediate delivery or selling their samples off the show floor.
6. Exhibitors are strictly prohibited from, selling or subletting (making Market space available to a third party in exchange for direct compensation or access to the space) all or part of their booth space. CanGift owns all booth space at its Markets, exhibit space is not assignable or transferable. Exhibitors may represent and/or distribute merchandise of a third party pursuant to a representation or distributorship contract in writing, to which the Exhibitor is compensated on a commission basis based on volume or sales. CanGift reserves the right to request evidence of such arrangement including, but not limited to, a copy of the contract in question. Infraction will result in loss of booth space. Documentation of company name changes, amalgamation or purchase of member companies, must be submitted to and reviewed by CanGift for approval.
7. Exhibitor's property shall be placed on display and exhibited at Exhibitor's own risk and neither CanGift nor the Market nor the Building shall be deemed to assume any responsibility therefore; nor shall CanGift nor the Market nor the Building be accountable for the death or injury to any person or for damage or loss of property of the Exhibitor, its officers, agents, employees, or invitees resulting from any cause whatsoever. The Exhibitor shall indemnify and hold them harmless from any suit or claim arising out of any action or failure to act by the Exhibitor; and the Exhibitor and any contractor the Exhibitor employs for set-up or dismantling of the booth, shall secure and furnish evidence of comprehensive general liability insurance coverage adequate therefore, but in no event no less than limits of two million dollars.
8. The Exhibitor agrees that no display may be dismantled or goods removed during the entire period of the Market. The booth must remain intact until the closing hour of the last day of the Market. The Exhibitor also agrees to remove its exhibit equipment and appurtenances from the Market 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.
9. No signs or advertising devices shall be displayed in any area of the Market, aside from the exhibit booth allocated to the Exhibitor, unless approved by CanGift.
10. All electrical equipment or apparatus used in, or exhibited for sale in Canada, must be approved prior to the Market by Hydro authorities in the Province of Alberta unless the aforesaid had been given C.S.A. certification. The Exhibitor agrees to abide by any decision made by the Hydro authority in the event of any dispute. Equipment not so approved may be required to be removed from the Market.
11. The Exhibitor shall be liable for any damage caused to the Building floors, walls, or columns or to the property of other Exhibitors. The Exhibitor may not apply paint lacquer, adhesive or other coatings to Building's columns nor shall it use any flammable decorations or covering for display fixtures and all fabrics or other material used for decoration or covering of tables and/or risers shall be flame proof.
12. The Exhibitor agrees to abide by any local union regulations in existence and to obtain any clearance required by any union trade organization having authority with respect to the work related to the event, performed in the Building. CanGift agrees to advise the Exhibitor of all union agreements which might affect the Exhibitor's activities.
13. This agreement may be terminated by the Exhibitor only in writing to CanGift. If such notice in writing is received, the following shall apply:
 - notice received 90 days or more prior to the first day of moving in the Market will entitle the Exhibitor to a refund of its deposit paid to date less 25%;
 - notice received 43-89 days prior to the first day of moving in the Market will entitle the Exhibitor to a refund of its deposit paid to date less 50%;
 - if notice is received by an Exhibitor 42 days or less prior to the first day of move-in the Market no monies paid to date will be refunded.
 - If the final booth payment is due but has not been received by CanGift, the Exhibitor will be deemed to have terminated this Agreement and no monies paid to date will be refunded.

Termination of this Agreement shall disentitle the Exhibitor to any rights or claims against the booth space, the Market or CanGift and all monies retained are hereby agreed by the parties to be a fair and reasonable estimate of the damages incurred by CanGift for administrative and other related costs arising out of the termination. This Agreement may be terminated forthwith and without prior notice by the Market at any time on the breach of any of the terms and conditions hereof by the Exhibitor, and thereupon all rights of the Exhibitor hereunder shall cease and terminate. CanGift may thereupon sell or otherwise deal with the space as it deems necessary.

CanGift supports a Code of Ethics, adopted by the CanGift Board of Directors. As an exhibitor at a CanGift Gift + Home Market, you are pledged to observe high standards of honesty, integrity, and responsibility in the conduct of business during the Market by:

- Respecting the rights and privileges of other CanGift exhibitors participating in the Market.
- Adhering to the Market's rules and regulations as outlined in the Exhibitor Toolkit.
- Maintaining and monitoring effective show security and safety procedures.
- Not entering into another Exhibitor's booth, nor handling a product, nor picture taking, is allowed at any time, without expressed permission from the Exhibitor.
- Being considerate of neighboring Exhibitors and ensuring that your exhibit does not unduly interfere with their ability to conduct business.
- All dealings with CanGift staff and all stakeholders will be conducted at all times in a professional, respectful and courteous manner.

In the event that an Exhibitor is responsible for activities which do not follow the Rules and Regulations or Code of Ethics, penalties may include the loss of booth space at CanGift Gift + Home Markets for both members and non-members.