

ST. ALBERT AND DISTRICT CHAMBER OF COMMERCE
LIFESTYLE EXPO & SALE APPLICATION and CONTRACT
April 3rd, 4th, 5th, 2020

In consideration of these premises and of the mutual covenants of the parties, the St. Albert And District Chamber of Commerce (hereinafter referred to as "Management") does hereby demise, let and lease unto the undersigned (hereinafter referred to as the "Exhibitor") and the Exhibitor does hereby hire and take from Management exhibition space at St. Albert, Alberta, subject to the terms, conditions, and regulations as set out below hereof and upon the following terms and conditions.

Rental and Contract Execution

- a. Subject to Management's discretion, booths may be reserved by remitting \$150.00 + GST with this completed Application, **Remaining MUST be paid in full prior March 2nd, 2020.**
- b. The St. Albert And District Chamber of Commerce reserves the right to alter the floor plan or move Exhibitors in the Expo.
- c. It is understood by the Exhibitor that Management may not be able to assign the Exhibitor the space applied for. In that event, Management shall notify the Exhibitor of the available space. If more than one Exhibitor applies for the same exhibit space(s), that exhibit space will normally be awarded to the first Exhibitor forwarding the required payment on said exhibit space. Management reserves unto itself sole and absolute discretion to award and allocate exhibit space.
- d. **It is understood by the Exhibitor that Management does not restrict how many industries / businesses of the same nature are allowed into the Expo. Management will do its best to ensure that like businesses are not in the same vicinity, but we cannot guarantee this.**
- e. **Exhibitors are only permitted to represent one company or one company's line of products per booth.**
- f. The Lifestyle Expo Committee has complete discretion in accepting expo exhibitor's and/or their products.
- g. **Contract begins on April 3rd, 2020**

Reservation Policy:

A BOOKING DEPOSIT of **\$150 plus GST** is required for each booth. The booking deposit is NON-REFUNDABLE, and payment must accompany this application/contract. **Please note:** Booths are NOT reserved until this completed application/contract and booking deposit are both received by Management.

Cancellation Policy:

Upon cancellation of this contract by the Exhibitor (whether or not the space is resold), the Exhibitor will be liable to Management for 50% of total space cost if written cancellation is received at any time from 60 days to 30 days prior to commencement of contract, and 100% of total space cost if written cancellation is received within 30 days of commencement of contract. **All cancellations must be received in written format prior to or by March 1, 2020.**

Company: _____ **Contact Person:** _____

Mailing Address: _____ **City:** _____ **Prov:** _____

Postal Code: _____ **Tel:** _____ **Email:** _____

(This email will be used for all Expo related correspondence. Please ensure that it is valid, checked regularly, and going to the correct Expo contact).

What type of products does your company sell? _____

How many years have you been an exhibitor in the Lifestyle Expo? _____

Exhibitors must include a 30-word description of your company to be featured in the 2020 Show Guide.

COMPANY NAME:
30 WORD DESCRIPTION:
COMPANY PHONE NUMBER OR WEBSITE

2020 Booth Prices

ST. ALBERT AND DISTRICT CHAMBER OF COMMERCE MEMBERS	Non-St. Albert and District Chamber of Commerce Members
10' x 10' Booth: \$765	10' x 10' Booth: \$975
10' x 15' Booth: \$965	15' x 10' Booth: \$1,225
10' x 20' Booth: \$1,145	10' x 20' Booth: \$1,460
300 sq. ft Corner Booth: \$1,350	300 sq. ft Corner Booth: \$1,720
10' x 10' Corner Booth: \$815	10' x 10' Corner Booth: \$1025
10' x 15' Corner Booth: \$1,015	10' x 15" Corner Booth: \$1,280
10' x 20' Corner Booth: \$1,195	10' x 20' Corner Booth: \$1,535
Taste of St Albert Booth (Food Vendors): \$500	Taste of St Albert Booth (Food Vendors): \$650
For larger spaces, please contact the St. Albert Chamber of Commerce directly at: email events@stalbertchamber.com	For larger spaces, please contact the St. Albert Chamber of Commerce directly at: email events@stalbertchamber.com

Exhibit Space Request

****Please note that the floor plan and booth numbers may change from year to year so please see current map****

1st choice booth # _____ 2nd choice booth # _____ 3rd choice booth # _____

I am a Chamber Member** NO YES ** If YES, my membership is due: (month) _____

By receiving the Chamber Member pricing for my 2020 Exhibitor Booth, I acknowledge that my Chamber Membership is current and will be up to date prior to April 2, 2020 to avoid additional booth charges (Initials) X _____

STAMP AROUND: ADULT @ \$50 (plus GST) KIDS @ \$50 (plus GST) ADULT & KIDS @ \$75 (plus GST)
 Please send me more information Not interested at this time

Booking deposit - \$150 plus GST PER BOOTH

Booth Price \$ _____

Stamp Around \$ _____

5% GST \$ _____

TOTAL SPACE COST \$ _____

minus **NON-REFUNDABLE** Deposit (incl. GST) \$ _____

Remaining Balance \$ _____

Visa MC #: _____ Exp: ____/____/____ CVA _____

I give the St. Albert & District Chamber of Commerce authorization to charge my credit card for the remaining balance of the Lifestyle Expo charges on **March 2nd, 2020.**

X _____

Please ensure the following checklist has been completed BEFORE submitting your contract.

Insurance Requirements:

All Exhibitors must provide a valid CERTIFICATE of INSURANCE that denotes the following:

- Complete name and address for the Exhibitor's business/organization.
- Full name of insurer providing coverage.
- Type of insurance provided (**minimum \$1,000,000 liability** inclusive for bodily injury and/or property damage; non-owned automobile insurance – if applicable).
- Insurance policy number.
- Effective dates of coverage **April 3th – 5th, 2020.**
- **St. Albert And District Chamber of Commerce named as ADDITIONAL INSURED OR FIRST LOSS PAYABLE WITH THE ADDRESS OF SERVUS CREDIT UNION PLACE WHICH IS 400 CAMPBELL ROAD, ST. ALBERT, AB.**
- Dated and signed by an officer or authorized representative.
- The CERTIFICATE of INSURANCE MUST ALSO STATE THAT THE NAMED INSURERED WILL PROVIDE THE St. Albert And District Chamber of Commerce with thirty (30) days advanced written notice of any policy cancellation and/or material change.

I have included:

- Correct email address and contact information for all Expo related correspondence
- 30-word description and phone number for the Show Guide
- Deposit of \$150 (plus GST) per booth
- CERTIFICATE of INSURANCE (**Due March 1st, 2020**)
- Signature on contract
- I have made a copy of this contract for my records
- Completed AHS form if you are a Food or Personal Service Vendor

Executed by: (Print name) _____ Title: _____

(Signature) X _____ Date: _____

Return to: St. Albert And District Chamber of Commerce
71 St. Albert Trail
St. Albert, AB
T8N 6L5
events@stalbertchamber.com
Phone: (780) 458-2833