

# AMS 'First week on the Plaza' 2011 September 6-9, 2011



## EXHIBITOR CONTRACT

Date: \_\_\_\_\_

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

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

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

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

Phone #: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

Please give a full description of your event and/or activities. List samples, handouts, dimension and size of display(s), or if you have any special additions (promo vehicle, music, etc.). Please feel free to attach photos or extra sheets if needed.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### Exhibitor Space:

- » Exhibitor space is comprised of 2 x 6' bare tables and 4 chairs in a 16' x 16' space on the South Plaza outside the Student Union Building.
- » Exhibitors must be set up by 10 am each day for the duration of 'First Week'.
- » 'First Week of the Plaza' hours are **10 am to 4 pm**. Exhibitors must be present this **entire time**.
- » Take down of exhibitors displays is only permitted between **4 pm and 5 pm**.
- » Exhibitor may not distribute any goods, promotional products, secondary promotional materials or advertising unless listed and approved on this application form.
- » Exhibitor may not display advertising for any other company/product or business unless listed on this application form and approved by the AMS.
- » **Full payment must accompany each/any application for processing to be considered. Deadline for application is August 1, 2011. Availability of spaces is limited.**
- » Exhibitors are responsible for arranging own parking. For more information: [www.parking.ubc.ca](http://www.parking.ubc.ca)

<input type="checkbox"/>	One Exhibitor Space	\$1,200.00	\$ _____
<input type="checkbox"/>	Additional 6' tables	\$20.00/each	\$ _____
<input type="checkbox"/>	Power outlet needed	N/C	\$ _____
		Subtotal	_____
		12% hst	_____
		<b>Total Amount Due</b>	<b>_____</b>

### Payment Options:

Visa   
  MasterCard   
  Cheque/Money Order   

Name as written on card: *(please print clearly)* \_\_\_\_\_

Card number:

Card Expiry Date:

Signature to authorize payment: \_\_\_\_\_ Date: \_\_\_\_\_

Please return to:  
 Alma Mater Society of UBC  
 Attention: Sterling Aurel 604-822-3456  
 Room 230C, 6138 Student Union Boulevard, Vancouver, BC V6T 1Z1  
 Fax: 604-822-4711  
 Email: [ConCo3@ams.ubc.ca](mailto:ConCo3@ams.ubc.ca)

# AMS 'First week on the Plaza' 2011 September 6-9, 2011

## Location:

Outside patio on the southwest side of the Student Union Building (SUB) University of British Columbia 6138 Student Union Boulevard Vancouver, BC

## Date & Times:

Tuesday, September 6th 10 am to 4 pm  
Wednesday, September 7th 10 am to 4 pm  
Thursday, September 8th 10 am to 4 pm  
Friday, September 9th 10 am to 4 pm

## Move in:

Tuesday, September 6th 8 am to 10 am

## Move out:

Friday, September 9th 4 pm to 5 pm

## TERMS AND CONDITIONS

1. The "The First Week on the Plaza" (hereinafter referred to as "1st Week") agrees to provide, on request and subject to application approval, a standard exhibit space without additional cost to the Exhibitor.
2. Full payment must accompany each/any application for processing to be considered. Space confirmation will follow at a later date; no application is confirmed until payment is processed and written verification is sent by 1st week to the exhibitor. Exhibitors whose application is not accepted will receive a full refund with no fees assessed.
3. It is agreed that the space shall not be sublet without written permission of 1st week. The Exhibitor shall indicate who is the person authorized to make decisions with respect to their application, if more than one person is involved in their display.
4. The Exhibitor agrees to abide by all regulations and rules adopted by 1st Week and as may be revised from time to time, in the best interest of 1st Week and further agrees that 1st Week in the best interest of the event, and further agrees that 1st Week shall have the final decision in adopting any rule or regulation deemed necessary prior to, during and after the Show.
5. The Exhibitor will hold the 1st Week harmless from any damage, expenses or liability, arising from any injury or damage to said Exhibitor, his agents, servants or employees or to the property of said Exhibitor or occurring in the said building or the approaches and entrances thereto, except by negligence of 1st Week. 1st Week will hold the exhibitor harmless from any damage, expenses or liability arising from any injury or damage to said 1st Week, their agents, servants or employees or to the property of 1st Week or occurring in the said building or the approaches and entrances thereto, except by negligence of the exhibitor.
6. If the Exhibitor fails to comply with and respect the terms of this agreement, all rights of the Exhibitors hereunder shall cease and terminate. And payment made by the Exhibitor on account hereof will be retained by 1st Week as liquidated damages for breach of his contract and 1st Week may thereupon rent said space.
7. The Show reserves the right to reject or prohibit exhibits or exhibitors which the Show considers objectionable or inappropriate at their sole discretion, or to relocate exhibits or exhibitors when in 1st Week's opinion such moves are necessary to maintain the character and/or good order of the event.
8. The Exhibitor's property shall be placed on display and exhibited at his risk and 1st Week assumes no responsibility for loss or damage thereto. The Exhibitor shall assume all responsibility for loss or damage to his property due to fire, theft, flood, lightning, earthquake, explosion, or any cause beyond the control of 1st Week. 1st Week is not liable for any repercussions from these or other circumstances beyond its control, including but not limited to war or civil disturbance; strike; industrial action or stoppages of work; any form of government intervention; a third party act or omission; failure by the exhibitor to provide 1st Week with correct contact details (including postal address) payment information or any change of address.
9. The Exhibitor agrees to remove his/their exhibit, equipment and any other equipment and any other property from the 1st Week site 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 reasonably may be incurred. No further storage space is available.
10. In the event the building should be destroyed by fire or the elements, or if any circumstances whatsoever should occur which might make it impossible for 1st Week to permit Exhibitors to occupy the premises, or if the Show is cancelled, the Exhibitor shall pay for space only for the period the space was, or could have been, occupied by such Exhibitors, and the Show will be in no way responsible for any claims or damage, which might arise in consequence thereto. A refund of all monies received from the Exhibitor will be made by 1st Week in the event of this event not being held as proposed and 1st Week shall be released from any and all claims for damage or otherwise.
11. The Exhibitor is liable for any damage caused to the surrounding building floors, walls, or columns, or to standard booth equipment, or to other Exhibitors' property. Exhibitors may not apply paint, lacquer, adhesive or other coating to floors or to standard booth equipment without written permission of 1st Week. Products and display materials may not extend outside the perimeter of the exhibitor's space. Fire regulations prohibit open flames.
12. The Exhibitor shall undertake to maintain qualified personnel in his display during 1st Week hours. All sales/promotional activities must be confined within the perimeter of the exhibitor's booth. Exhibitors may not solicit business outside their designated area, and will respect the integrity/limits/comforts of adjoining booths and exhibitors. The Exhibitor also agrees to ensure that they or their staff is present with their display between 1000-1700h daily or hours prescribed by 1st Week.
13. The Exhibitor will assume responsibility for obtaining proper licenses for vending their products on the Plaza, and labelling those products in accordance with the law. Exhibitors must be prepared to produce proper licenses at the request of 1st Week. The Exhibitor will hold the Alma Mater Society harmless from any damage or loss received due to the Exhibitor's failure to secure proper licensing and labelling for his or her products.
14. The Show strictly prohibits the exhibit of imitation ("knock-off") products.
15. This contract is subject to Canadian law and the exclusive jurisdiction of Canadian courts and is governed by the laws of the Province of British Columbia.
16. There are ABSOLUTELY NO REFUNDS for any reason once the application form has been received and accompanying payment is processed. (except for clause 10) on any payments made to the Alma Mater Society if the Exhibitor wishes to cancel it must be made in writing by email, fax or in person before 1700 hrs August 1st 2011.

I have read and understood and agree to the terms and conditions that apply.

Signature:

Date: