

JOIN Career Fair
 March 29, 2012
 Hilton Downtown Toronto
 Toronto, ON



Company Name	
Primary Contact	
Address	
City, Province, Postal Code	
Phone	Fax
E-mail Address	Web Site
Corporate Contact	
Corporate Address	
City, Province, Postal Code	
Phone	Fax

We will exhibit the following products and/or services (please be specific):

We request the following booth numbers in order of preference. If requested booth(s) have already been purchased, JOIN reserves the right to assign one.

1.	2.	3.
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First Booth (8' x 10')	\$500.00	_____
Additional Booth	\$300.00	_____
Non-Profit	\$300.00	_____
Entrepreneurs	\$100.00	_____
BLN Member Discount	(10%)	_____
	SUBTOTAL	_____
	HST (13%)	_____
	Total Cost of JOIN exhibit space	_____

***We agree to pay in full on return of this contract to JOIN**

<p>We have read the Rules and Regulations for Exhibitors on the reverse side of this contract, and agree to abide thereby.</p> <p>Signed by: _____</p> <p>Title: _____</p> <p align="center">JOIN 1 Yonge Street, Suite 905 Toronto ON M5E 1E5</p> <p>Application will be deemed acceptable only when duplicate copy is signed by JOIN and returned to applicant. PAYMENT BY CREDIT CARD ONLY</p>	<p>Credit Card Payment <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD</p> <p>Name on Card: _____</p> <p>Card Number: _____</p> <p>Exp. Date: _____</p> <p>Amount \$ _____</p> <p>Signature Required: _____</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p>FOR JOIN USE ONLY</p> <p>Assigned booth(s): _____</p> <p>Total for booth(s): _____</p> <p>Date: _____</p> <p>Accepted by: _____</p> </div>
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Career Fair and Exhibit Space Contract and Lease Agreement Form

1. Sponsorship/Purpose

The Ontario Job Opportunity Information Network is, a non-profit organization (hereafter called "JOIN"). This Career Fair is an employment strategy to connect job seekers with disabilities and employers.

2. General

JOIN shall have full power to interpret these regulations. Matters not covered by the regulations shall be subject to a final decision by JOIN. These regulations may be amended at any time by JOIN upon written notice by JOIN to such exhibitors as may be affected by them. The Management Team further reserves the right to determine unforeseen matters not covered by these rules and to amend or add to these rules if deemed necessary. The Exhibit Space Contract and Lease Agreement Form, when executed properly, shall be considered a binding agreement between the two parties. Exhibitors shall abide by Federal, Provincial and City of Toronto laws, ordinances and regulations. Communication with reference to the Career Fair should be addressed to:

JOIN, One Yonge Street, Suite 905
Toronto ON M5E 1E5

3. Eligible Exhibits

JOIN reserves the right to determine the eligibility of any company, product, promotion or part thereof that in its opinion is not in keeping with the character and purpose of the Career Fair. No company or industry will be permitted to exhibit or hold any sponsored activities area designated as part of the show.

4. Exhibit Dates, Days, Location

The event date and times are as follows:

Thursday, March 29, 2012

Show hours:

10:00 a.m. to 4:00 p.m.

Boxed lunch provided by JOIN for Exhibitors
(Max. 3) from 11:00 am to 1:00 pm

Move in:

March 29, 2012 7:45 a.m. – 9:45 a.m.

For any deliveries during move in or during the show, please use physical address:

Hilton Downtown Toronto

145 Richmond Street West, Toronto ON .

All exhibitors must comply with rules, regulations and requirements of the City of Toronto and the City of Toronto Fire Department.

Special Note – Please ensure your booth space will accommodate any exhibits.

5. Assignment of Space

Although JOIN cannot ensure requested booth/s, priority will be given to applicants according to when their request is received at the JOIN offices taking into account availability of requested area, the amount of

space requested and the special needs or accommodation requirements. In the event of conditions beyond its control, JOIN reserves the right to rearrange the floor plan and relocate any exhibit upon consultation with the exhibitor.

6. Payment

Full payment for exhibit space is due when application is signed and sent to JOIN. Exhibitors may not occupy assigned spaces until all funds due to JOIN are paid in full by VISA or MasterCard ONLY .

7. Refunds for Cancellation

No refunds will be made for cancellations.

8. Booth Equipment

Standard booth equipment consisting of 8' high drapes and 3' high drapes will be provided. Also furnished at no charge will be one 10-foot draped table, two standard chairs and a wastepaper basket per booth. All additional decorating or construction shall be at exhibitor's expense.

9. Booth Size

Individual standard booth size shall be determined as follows: (10' x8') shall be 10 feet wide and 8 feet deep. Larger booth space can be negotiated for a higher fee.

10. Contractor Services and Information

JOIN has, in the best interest of the exhibitors, selected an official contractor who will provide all labour required to handle and erect your exhibit. Complete information, instructions, schedule of prices is attached.

11. Sub-letting of Space

Exhibitors shall not assign or sublet any space allocated to them and may not advertise or display goods other than those manufactured or sold by them in the regular course of their business. The space assigned to the exhibitor is for his/her exclusive use.

12. Delivery of Equipment

Each exhibitor will be responsible for the delivery of his/her equipment and/or display material to the exhibit hall and for removal of the equipment and/or display material.

13. No Flammable Materials

Combustible decorations such as crepe paper, hay, tissue paper, cardboard, corrugated paper shall not be used. All packing containers, excelsior, wrapping paper, etc. are to be removed from the floor and must not be stored under tables or behind displays. All decoration materials must be able to withstand a flameproof test as prescribed by the fire ordinance of Toronto.

14. Storage

Proper identification tags will be available at the registration desk on the exhibit floor and are to be

attached to each item to be placed in storage. All packing materials must be totally enclosed in containers.

15. Dismantling and Removal of Exhibits

All exhibits must remain intact until 4:00 p.m., and may not be dismantled or removed before that hour. All exhibits must be dismantled, packed and ready for removal by 6:00 p.m. on March 29, 2012. Exhibitors will complete arrangements for prompt pickup of all outbound shipments. Any packed, unattended exhibit material remaining in the exhibit hall after 6:00 p.m., March 29, 2012, shall either be discarded or, if labeled with exhibitor information, be shipped back to that exhibitor C.O.D.

16. Booth Construction and Arrangements

No display may extend beyond the following dimensions: higher than 8 feet from the back wall to 3 feet forward of the back wall and nothing over 42 inches in height shall extend forward for the remaining space to the front of the booth. All exposed parts of the display must be finished so as not to be objectionable to other exhibitors and/or JOIN, or such will be draped by the JOIN and billed to the exhibitor. The only exception to this rule may be equipment booths, upon approval of JOIN.

17. Care of Exhibit Space

The exhibitor shall keep the space occupied by him/her in good order. Exhibitors may not place anything in the aisles during open hours of the show.

18. Distribution of Concession Items

Permission to serve food and/or beverages is not allowed. Refreshments for job seekers will be provided by JOIN and the exhibit hall.

19. Booth Attendants

Each exhibitor must keep an attendant at his/her display during the open hours of the exhibits. All attendants must be bonafide employees or representatives of the exhibitor. Appropriate attire for business environment required.

20. Exhibitor Packet

Admission to the exhibit hall will be by official Association badge only, which must be worn whenever the exhibitor is in the exhibit hall.

21. Canvassing by Non-Exhibitors

The exhibit is limited to individuals, business firms, professional organizations who have contracted and paid for space assignments. No other persons or concerns will be permitted to demonstrate their products, solicit orders or distribute advertising materials in the convention facilities.

22. Distribution of Advertising Material

Circulars or advertising matter of the exhibitors may be distributed only within the booth assigned to the exhibitor.

23. Electrical Usage

All exhibitors requiring electrical outlets for their booths will need to make their arrangements through PSAV. There will be an electrical order form enclosed in the service packet you will receive from PSAV. The cost for

electrical usage will be based on wattage and the number of outlets required. Please complete the electrical order form and return it to Videoscope, in order to have the outlets in place when you arrive.

24. Liability

JOIN shall have no responsibility for lost, stolen or damaged items or equipment and assumes no responsibility for personal injury or death before, during or after the show.