

# 2022 EXHIBITOR SPACE APPLICATION



January 19, 2022, **9:00 am – 3:00 pm**

Toronto Sheraton Hotel, Sheraton Hall,

Move-in January 17 and 18

Please type or print this contract

COMPANY NAME: \_\_\_\_\_

CONTACT PERSON TO WHOM ALL EXHIBIT INFORMATION IS TO BE DIRECTED: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, PROVINCE/STATE: \_\_\_\_\_ POSTAL/ZIP CODE: \_\_\_\_\_

TELEPHONE #: \_\_\_\_\_ FAX #: \_\_\_\_\_

EMAIL: \_\_\_\_\_

BOOTH NAME AS YOU WANT IT TO APPEAR ON THE FLOOR PLAN: \_\_\_\_\_

**BOOTH # PREFERENCE: (IN ORDER 1 – 3) Single booths are 8' x 10'**

1<sup>st</sup> \_\_\_\_\_ 2<sup>nd</sup> \_\_\_\_\_ 3<sup>rd</sup> \_\_\_\_\_

**PRODUCT/SERVICE TO BE DISPLAYED:** \_\_\_\_\_

If possible, please **DO NOT** locate us near the following companies. (products / services)

\_\_\_\_\_

If possible, please **LOCATE** us near the following companies. (product / services)

\_\_\_\_\_

**BOOTH PAYMENT: ALL BOOTH UNITS ARE 80 SQUARE FEET (8' X 10')**

CGSA/OGSA Member Rate: \$1975 Non-Member Rate: \$2400

**Number of 8' x 10' Booths:** \_\_\_\_\_ x \$ \_\_\_\_\_ = \_\_\_\_\_

ADD 13% HST + \_\_\_\_\_ TOTAL

(Canadian Dollars) = \_\_\_\_\_ TOTAL

AMOUNT ENCLOSED: \$ \_\_\_\_\_

50% of the total fee is due with the contract to hold your space. (The remainder is due by December 6, 2021)

**This document is your invoice and contract**

Cheque Enclosed (payable to CGSA) OR Bill my credit card for the amount of: \$ \_\_\_\_\_

Name on card: \_\_\_\_\_

Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_ Code: \_\_\_\_\_

Circle One: VISA AMEX MASTERCARD Signature: \_\_\_\_\_

**I HAVE READ THE RULES & REGULATIONS AND THE TERMS & CONDITONS**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

Send to: Barb Manifold, CGSA  
2605 Summerville Court, Unit #A2082  
Mississauga, ON L4X 0A2  
Fax: 416-626-1958, Phone: 416-626-8873, Ext. 25, TollFree: 800-387-1056  
Email: [bmanifold@golfsupers.com](mailto:bmanifold@golfsupers.com)

## TERMS AND CONDITIONS

1. The payment accompanying this exhibit contract is based upon acceptance by Canadian Golf Superintendents Association.
2. This application becomes a contract and is not subject to cancellation except as follows:
  - If exhibit space is cancelled by December 6, 2021, CGSA /OGSA will retain 50% of the contracted space cost.
  - If space is cancelled after December 6, 2021, CGSA /OGSA will retain or collect 100% of the contracted space cost.
3. I certify that my firm has Comprehensive General Liability Insurance in an amount not less than Three Million Dollars, and can assure that the policy can/will be produced upon request, if/when it is required.
4. CGSA /OGSA has the right to make all space assignments and to re-assign space, when necessary, after the contract has been signed.
5. CGSA /OGSA has the right of interpretation and approval of all matters pertaining to the contract.

## RULES AND REGULATIONS

1. **SHOW MANAGEMENT:** The words "Show Management" as used herein refer to Canadian Golf Superintendents Association / Ontario Golf Superintendents Association, and its employees and agents. The enforcement and interpretation of the following rules and regulations is the responsibility of Show Management.
2. **CONTRACT TERMS:** To reserve exhibit space, an Exhibitor Space Application form must be completed and returned with at least 50% of the total space fee to CGSA at:  
**Canadian Golf Superintendents Association**  
Fax: 416-626-1958  
Email: [bmanifold@golfsupers.com](mailto:bmanifold@golfsupers.com)  
Cheques should be made out to:  
Canadian Golf Superintendents Association  
2605 Summerville Court, Unit #A2082  
Mississauga, ON L4X 0A2
3. **SPACE RENTAL:** The application for exhibit space, when duly signed by the exhibiting company representative and confirmed by Show Management, shall constitute a valid contract between the parties. If payment is not received within the prescribed time limit, the contract is considered null and void and the space may be reassigned to another applicant. Should any rented space remain unoccupied on the opening day, Show Management reserves the right to rent such space to any other applicant or use it for any purpose without refund to the original applicant. Each space comes with backdrop and siderail drapery.
4. **USE OF SPACE AND RESTRICTIONS:** The space contracted is to be used solely by the exhibitor whose name appears on the application as agreed by both parties. Re-assigning, sub-letting, or sharing exhibit space is not permitted without the written consent of Show Management. No exhibit will be permitted which interferes with the exhibits of other exhibitors or obstructs the view of other exhibits. Show Management reserves the right to correct these violations and to restrict exhibits which, because of noise, operation of equipment, creation of safety hazards, or any other reason, become objectionable or otherwise distract from neighbouring exhibits.
5. **PRODUCTS:** CGSA / OGSA reserves the right to prohibit exhibition or advertisement of any product it deems unsuitable for the exposition. No CGSA /OGSA endorsement, expressed or implied, is connected with any product exhibited or advertised. Only products approved by the CSA (Canadian Standards Association) shall be exhibited or advertised.
6. **LABOUR REGULATIONS:** Exhibitors are expected to conform to the local labour regulations. All work in connection with set up and dismantle is to be arranged through Robinson Show Services Inc. (CGSA / OGSA's Official Show Services Contractor). Move in and move out will be conducted by appointment through the loading dock. The dock will be controlled by CGSA and Robinson Show Services Inc..

7. **MATERIALS HANDLING:** Pre-show shipments will be accepted by Robinson Show Services; only small items will be accepted by The Sheraton Centre Hotel and may be subject to a storage fee. Rates will be available with the Exhibitor Kit. Please see the exhibitor kit for details on forklifts and loading dock details.
8. **PUBLIC SAFETY:** Each exhibitor is charged with the knowledge of all laws, ordinances, and regulations pertaining to health, fire prevention, and public safety while participating in this event. Compliance with such laws is mandatory for all exhibitors and the sole responsibility is that of the exhibitor. NO PERSON, EXHIBITOR, SUPPLIER, OR REGISTRANT, MAY BRING CHILDREN UNDER THE AGE OF 16 INTO THE EXHIBIT HALL DURING MOVE-IN OR MOVE-OUT.
9. **LIABILITY:** i) The exhibitor agrees to make no claim against the CGSA / OGSA, its members, employees, or agents or show committee, or against the Sheraton Centre Toronto Hotel, its employees or agents, for any injury to any exhibitor, his employees' agents or property for any loss by fire, theft, damage, delays, mechanical failure, labour trouble, or any cause whatsoever while exhibitors and merchandise are in transit, within the exhibit hall nor for any damage to his business, for failure to provide space in the exhibit nor for any action of the Association, its members' agents, or the conference committee for failure to hold the show as scheduled. ii) The CGSA reserves the right to restrict, close, and remove exhibits which, because of noise, method of operation, uncooperative personnel, discord in advertising, or for any other reason becomes objectionable to the overall conduct, success, and high standards established by the CGSA / OGSA Conference.
  - iii) The exhibitor further agrees to indemnify and hold harmless the CGSA / OGSA and its agents, servants, or employees. iv) The exhibitor further agrees to indemnify and hold harmless, The Sheraton Centre Toronto Hotel from any liability resulting from act(s) of omission of the exhibitor, its agents, servants, or employees. v) The exhibitor further agrees to indemnify and hold harmless, and its agents from any liability resulting from act(s) of omission of the exhibitor, its agents, servants, or employees.
10. **SECURITY:** Neither CGSA / OGSA, nor the Sheraton Centre Toronto Hotel is responsible for any loss or damage to exhibitor property owned, rented, or leased by the exhibitor.
11. **BOOTH ASSIGNMENT:** Show Management reserves the right to assign any and all booth space as it best determines.
12. **BADGE POLICY:** Exhibitor badges (3 per 8' x 10' booth) will be supplied by Show Management at the registration desk. Exhibitor badges are to be worn only by company representatives who staff the booth. Badges must be worn at all times. Only registered delegates and exhibitors will be admitted to the show floor.
13. **EXCLUSIVE RIGHTS:** Registered exhibitors have the exclusive right to promote or sell goods or services in the show. All other parties who attempt to make sales solicitations without the express written consent of Show Management will be permanently removed from the show area. No additional badges will be made available. Substitutions are permitted.

**COVID NOTES: All exhibit staff that need to enter the show space will be required to show proof of double vaccination before unloading or loading exhibit materials. Should it be necessary to resort to a virtual trade show, staff will liaise with trade show booth registrants to determine the best way to move to the virtual format including a full refund if necessary.**

