

2009 K-W Baby and Toddler Show

Exhibitor Application Form

www.kwbabyandtoddlershow.com

Bingemans Conference Centre, Marshall Hall - May 23rd-24th, 2009

Please complete this form to reserve your space in the third annual **K-W Baby and Toddler Show**. We will contact you with your confirmed booth assignment. The Floor Plan will follow closer to the show date. Two Feet Up Productions Inc. reserves the right to deny any application, only one representative from a company (ie. only one Tupperware sales rep) may exhibit unless the booth/table is shared.

Business Name:

Address:

Home Phone: (optional)

Fax:

Web address: www.

Contact Name:

City:

Province:

Postal Code:

Business Phone:

Email:

Booth Selection:

10'x 10' Booth in Marshall Hall	5' x 10' Foyer Table (limited number available)	5'x 10' Hallway Table (limited number) available)	The Marketplace - Table (limited)*
<input type="checkbox"/> \$446.25 (\$425+GST) \$100 Deposit Required	<input type="checkbox"/> \$257.25 (\$245+GST) \$75 Deposit Required	<input type="checkbox"/> \$199.50 (\$190+GST) \$50 Deposit Required	<input type="checkbox"/> \$105(\$100+GST) \$50 Deposit Req'd

* **The Marketplace** will consist of vendors that sell products that can be displayed on a 4ft table top only, no backboard or floor space will be allowed. No services will be allowed. These spaces are meant to allow very small businesses/ new start-ups/ and those testing products to be a part of the show. These spaces are subject to approval by show management.

I plan to sell product at my booth - Yes

(A blanket vendor permit is purchased by Two Feet Up from the City of Kitchener, which will allow everyone to sell at the show)

I prefer no table at my booth - Yes

I need an extra 8' table for my booth - Yes (Extra Cost - \$40+GST= \$42.00)

I need to order hydro for my booth - Yes (Extra Cost - \$40+GST=\$42.00)

I would like my information pre-stuffed in the welcome bags - Yes (Extra Cost - \$25+GST=\$26.25), Minimum 200 pieces, up to 1000 pieces, any extras will be returned or given out at future Movies for Mommies Events.

See guidelines below...

Not able to exhibit? Consider pre-stuffed Inserts and still reach your target market

\$68.25 (\$65+GST) Pre-stuffed inserts in Welcome Bags ONLY *Note guidelines below

*** Insert guidelines...Inserts must include something with them, they should not be just an ad. They must include a coupon, discount or ideally a small token such as a candy, pencil, bookmark or other promotional material- this increases both the value of the welcome bag and the assurance that all the inserts are read!**

Booths may be shared with another exhibitor, contact us for details!

*Not for profit organizations please contact us for greatly reduced fees

* Booths include high drape at back, low drape on each side, one 8' skirted table with tablecloth and one chair, tables are 8' tables with tablecloths, prices are for the entire weekend event

All Exhibitors can have their website linked on www.kwbabyandtoddlershow.com This will increase greatly your exposure to visitors - there was over 4500 hits to the website last year!

Get Noticed! Please contact us for the prices of premium sponsorship opportunities, including pre-event email blasts , website advertising rates and combination rates with Movies for Mommies

Payment

We accept... Cash or cheque. (Visa /Mastercard through PayPal* . Receipts will be issued when full payment is received. **Once you have submitted a deposit you have 10 days to cancel your space, after that time there will be no refunds of the deposit. Full payment is due by May 15th, 2009.** Cheques are to be made payable to **Two Feet Up Productions Inc.**)

*No Pay Pal account required, invoice is sent through email, alternative credit methods may be available

Names of booth Personnel for name tags and admission: (maximum 4 people) * Names may be added/changed later

- 1.
- 2.
- 3.
- 4.

Description of business and products/services:

Describe your booth: (please include notes about signage, backboards and lighting)

Special requests:

Terms and Conditions:

1. SET UP

Exhibitors will be able to **set up Saturday May 23rd from 7am till 10am inclusive**. Please refrain from major changes during show hours. On the days of the show exhibitors may be present at the facility during the hours of 7am till 6:30pm inclusive. *** Please contact us if more setup time is required.**

2. EXHIBIT ARRANGEMENTS

Displays must remain within booth guidelines and not obstruct the views from neighbouring booths. Exhibits may not be attached to walls, building or flooring with nails, screws, tape, adhesive, or any other method of fixation likely to cause damage. Any damage done to property of patrons, the exhibitor, other exhibitors, show management and/or the facility will be paid for by the exhibitor in accordance with this paragraph and/or paragraph 9 of these terms and conditions.

3. CHARACTER OR CONDUCT

All displays and literature at the show must be in good taste and presented in a professional manner. Free samples may be distributed, orders for products may be taken and merchandise sold at cash retail prices. Raffles and Giveaways may be conducted in accordance with all applicable laws and only with the prior written consent of show management, namely Two Feet Up Productions Inc. If show management, in their sole discretion believes an exhibitor is conducting themselves in an objectionable manner they may be expelled from the show, any losses due to this action will not be covered and rental fees will not be refunded.

4. DISMANTLING OF SHOW EXHIBITS

Exhibits must be removed by 7pm Sunday May 24th. Any materials left after that time may be disposed of by show management in their sole discretion.

5. SAFETY AND SECURITY

Exhibitor will assume responsibility for the safety of their exhibit, the property of others and the personal safety of persons using the facility, including fire and safety codes. There will be no open flames permitted at the show.

6. GENERAL AREAS

No exhibitor shall use the general show areas to promote products and services or restrict the flow of visitors

through the show. Special sponsorship for some public areas may be permitted by show management.

7. ADVERTISING

Exhibitors will benefit from our advertising, any additional advertising and use of logos should be approved by show management.

8. SHOW MANAGEMENT LIABILITY & EXHIBITOR INSURANCE

Neither Show Management nor the facility shall be responsible for injury to persons, products, exhibits or equipment during setup, throughout the show and during the dismantling of the show, caused by any conduct, act, omission, negligence, fault etc. on the part of one or more exhibitors. Exhibitors may wish to purchase their own insurance to protect against such occurrences. It is not mandatory but recommended by show management.

9. INDEMNIFICATION

The undersigned agrees to indemnify and hold show management harmless against and in respect of any loss, damage, claim, cost or expense whatsoever, including any and all incremental out-of-pocket costs, including, without limitation, all reasonable legal and accounting fees, which show management may incur, suffer or be required to pay, pursuant to any claim that may be made or asserted against or affect show management as a result of the undersigned's participation in the trade show.

10. GENERAL

All matters and questions not covered by these terms and regulations are subject to the discretion of show management. Show management will have the discretion to interpret and enforce these terms and conditions to ensure safety and proper presentation of the show. Exhibitor agrees to abide by these rules and the decisions of show management.

The undersigned confirm(s) that they understand, agree to abide by the above terms and conditions and have the authority to act on behalf of this company.

Name of Company:

Position:

Name:

Signature:

Date:

(Two Feet Up Productions Inc. reserves the right to make changes to this document, any changes made to this document after signing will be resubmitted to exhibitors)

Please fax the completed application to:

Two Feet Up Productions Inc. - Attn: Laura Brown Fax: 519 883-7378

Or mail to: Two Feet Up, 208 Pinegrove Cres, Waterloo, ON N2L 4V1

Questions? Please email... twofeetup@rogers.com

Office Use Only: Confirmed Booth Number: _____ Total Due: _____

Deposit Paid: _____ Method: _____ Balance Paid: _____ Method: _____