



## Power Networking Tabletop Exhibit Sponsorship Agreement

Please note: all orders for the 2018 Power Networking Tabletop exhibits must be pre-paid. Non-payment prior to start of conference may result in cancellation of registration and/or a higher registration fee. Please ensure that all information is complete before submitting this form.

**Exhibiting sponsor company full name:**

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**Exhibiting sponsor physical address: (City: Prov./State/Country/Postal or Zip)**

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**Mailing address (if different from above):**

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email: \_\_\_\_\_ website: \_\_\_\_\_

**Signer's full name (please print):** \_\_\_\_\_

Title: \_\_\_\_\_

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

Email: \_\_\_\_\_ Tabletop # \_\_\_\_\_

**Contact for exhibit and marketing logistics (please print):**

Name:

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Title: \_\_\_\_\_ Tel: \_\_\_\_\_

email \_\_\_\_\_

*(NOTE: Above person will receive all correspondence regarding 2018 Power Networking Centre booth and marketing logistics)*

# APPrO 2018 Exhibit Order Form

All prices are in Canadian Dollars and subject to HST

## Tabletop Reservation

(see interactive [online](#) floorplan to ensure availability of your preferred locations and to view current list of exhibiting sponsors.

(6' draped tabletop with chairs at APPrO 2018 Power Networking area)

## Location Preference(s)

1<sup>st</sup> choice: \_\_\_\_\_

2<sup>nd</sup> choice: \_\_\_\_\_

Best available: \_\_\_\_\_

Price

Order

\$3,500

X \_\_\_\_\_

\$ \_\_\_\_\_

- Tabletop Exhibit in the Power Networking area (includes draped 6' table, 2 chairs, wastebasket and electricity) NOTE: this is not a traditional booth space approx. 6' x 6' of space
- Company logo or name prominently displayed on all print collateral, online and email promotion
- Company logo or name prominently displayed in IPPSO FACTO Magazine (all issues leading up to November 2018)
- Company logo and listing in the Networking Power Guide
- 1/4 page ad in the Power Networking Show Guide (distributed at the conference)
- One (1) complimentary conference registration
- Four (4) staff/guest day passes

## Additional special options and rates for Exhibitor Sponsors

### Annual Banquet Dinner

- Banquet ticket

One (1) ticket (\*Exhibitor Sponsors deduct 15% - \$420)

- Reserved Banquet table

Eight (8) seats + recognition on signage and at podium (\*Exhibitor Sponsors deduct 15% - \$5,500)

### Networking Guide advertising upgrades

Upgrades to your ¼ page ad in the Networking Guide are available at a 15% discount for exhibitors and can be ordered through [carole.kielly@appro.org](mailto:carole.kielly@appro.org) or call: 416-322-6549 ext. 226.

# _____	
@ \$420	\$ _____
# _____	\$ _____
@ \$5,500	
<b>Sub-total</b>	\$ _____
<b>13% HST</b>	\$ _____
<b>Total</b>	\$ _____

## APPrO 2018 Payment Details

**Method of payment (please indicate one):** Visa \_\_\_\_\_ MasterCard \_\_\_\_\_ AMEX \_\_\_\_\_ Invoice \_\_\_\_\_ Cheque Encl. \_\_\_\_\_  
**Card #** \_\_\_\_\_ **Security Code #** \_\_\_\_\_  
**Name on Card** \_\_\_\_\_  
**Exp. Date** \_\_\_\_\_ **Signature** \_\_\_\_\_

By signing and submitting this form, the sponsor agrees that this payment is non-refundable except as described in Terms & Conditions ([click here](#)). If payment does not accompany this form, Tabletop Exhibitor/sponsor agrees to pay within thirty (30) days of submission of this form. Tabletop Exhibitor/Sponsor's signature above signifies that they have read, understood and agreed to be bound by all the terms and conditions on this form.

### **For use by Show Management only:**

Date received: \_\_\_\_\_ Amount received: \$ \_\_\_\_\_ Amount due: \$ \_\_\_\_\_

Customer #: \_\_\_\_\_ Tabletop assigned: \_\_\_\_\_

Approved by: \_\_\_\_\_, APPrO

Once we have received your payment, you will be contacted by APPrO with a logistics package.

## Payment Information

### **All orders, incl. advertising and marketing products/services must be paid in full within 30 days of your reservation.**

If paying by cheque, please make them payable to "APPrO 2018". If payment is not received within 30 days, your reservation may be cancelled and the location you selected may be offered for sale. To avoid disappointment and secure the location you desire, please ensure full payment is enclosed with your order. For your convenience APPrO accepts the following major credit cards: **VISA, MasterCard, or American Express**. If you prefer we can take your credit card information over the phone and confirm your location almost immediately.

For those who would like to be invoiced, please indicate this preference.

**All prices are \$CDN. To ensure prompt and efficient application of payment, we request that all Non-Canadian registrants make payment by credit card to ensure calculation of the correct exchange and avoiding negative account balances.**

**Please send your completed registration form and payment to:**

APPrO 2018 or APPrO  
25 Adelaide St. E.  
Suite 1602  
Toronto, ON  
M5C 3A1

**Or register by any of these methods:**

Phone: (416) 322-6549, ext. 226  
Fax: (416) 481-5785  
e-mail: [carole.kielly@appro.org](mailto:carole.kielly@appro.org)  
Web site: <http://conference.appro.org>

## Cancellation Policy

Cancellations for Tabletop space for the 2018 Power Networking Centre must be received in writing on or before **August 1, 2018**. A cancellation fee of 50% of the total price of your order may apply. Cancellations received after **August 1, 2018** will not be refunded and the tabletop sponsor/exhibitor shall be responsible for full payment of all goods and services ordered whether or not the products and services are used.

Official show suppliers may have different cancellation policies than APPrO. Please consult with each supplier for terms and conditions. [Click here](#) to review APPrO's Terms & Conditions for this event.

## Contact Information:

**Marketing Manager:**

Carole Kielly, Marketing Manager

[carole.kielly@appro.org](mailto:carole.kielly@appro.org)

Phone: 416-322-6549 ext 226

**Registrar:**

Soraya Rivera, Registrar

[soraya.rivera@appro.org](mailto:soraya.rivera@appro.org)

Phone: 416-322-6549 ext 223

Updated: March 6, 2018