

# 2018 OPPI SYMPOSIUM OCTOBER 11 & 12 LAURENTIAN UNIVERSITY SPONSORSHIP OR DISPLAY APPLICATION & CONTRACT

PLEASE PRINT

## Organization Details and Contact Information *(as it is to appear in published materials)*

Organization \_\_\_\_\_

Contact Person \_\_\_\_\_

Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_

Province/State \_\_\_\_\_

Country \_\_\_\_\_

Postal/Zip Code \_\_\_\_\_

URL \_\_\_\_\_

E-mail \_\_\_\_\_

Phone \_\_\_\_\_

### SECTION A

Which level of support are you interested in?

Platinum Level: \$7,500+HST       Gold Level: \$5,000+HST       Silver Level: \$3,000+HST

Display Space Only: \$1,500+HST       Non Profit Display Space Only: \$1050+HST

All sponsors receive a complimentary display space. Check here to confirm that you would like a display space.

### SECTION B

You have the opportunity to allocate 5% of your sponsorship funds to our host district, in support of their 2018 Continuous Professional Learning events. If you would like to benefit from this additional local exposure throughout the year, please check here

### SECTION C- ACCEPTANCE AND PAYMENT

*The undersigned is authorized to commit to the conditions of this contract.*

Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Visa       MasterCard       American Express

Cheque (please make payable to Ontario Professional Planners Institute)

CC Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_ CVV: \_\_\_\_\_

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

**Acceptance:** If this application is accepted, the sponsor agrees to be bound by the terms and conditions on the following page. The undersigned is fully authorized to commit the organization to all terms and conditions of this contract. Contract will be returned if unsigned or incomplete. Important - Cancellation information: Please refer to clause on the reverse side for CANCELLATION.

Total from SECTION A	=	_____
HST(R127751659)	+	_____
<b>TOTAL AMOUNT DUE</b>	=	_____

### SECTION D - TERMS OF CONDITIONS OF SPONSORSHIPS/DISPLAYS

1. We will allocate sponsorships on a "first-come, first-served" basis.  
2. Display space will be confirmed by the organizers by August 2018  
3. Full payment must be received no later than August 1, 2018. Failure to meet the payment deadlines may result in the cancellation of the sponsorship/display space and forfeiture of all deposits.

4. All payments are final.  
5. We reserve the right to refuse a sponsorship/display request.  
6. All display spaces will be assigned by the show management company.  
7. We reserve the right to amend the rules and regulations governing sponsorship and displays.

**PLEASE COMPLETE AND RETURN TO:**

**OPPI** c/o Absolute Conferences & Events Inc.

6 Lansing Square, Suite 214, Toronto, ON M2J 1T5

Email: renee@absoluteevents.com • Phone: 416-595-1414 x 236 • Fax: 416-979-1819

**Dates** – *OPPI* reserves the right, at its sole discretion, to change the date or dates upon which the show is held or to cancel the event and shall not be liable in damages or otherwise by reason of any such change or cancellation, other than to refund in full any amounts paid by the *Company* to *OPPI*.

**Standard Display Equipment** – The price paid to *OPPI* includes, one table and floor space for a roll up banner only. All costs for additional equipment and services such as electrical, internet connection, drayage etc. will be paid for solely by the *Company* in accordance with the display kit.

**Assignment** – The *Company* shall not assign this contract or sublet the space or any part thereof or permit same to be used by any other person, without the prior written consent of *OPPI*. Any attempt to do so will result in immediate cancellation of this contract with no refund.

**Rules and Regulations** – The *Company* shall comply with all rules and regulations set by *OPPI* for the event and agree that *OPPI*'s decision to adopt and enforce any such rule or regulation shall be final and binding.

**Compliance** – The *Company* is responsible for compliance with all applicable laws, bylaws, ordinances, regulations, requirements, codes and standards, including those with respect to fire, safety, health and environmental matters and shall ensure that all equipment, materials and goods used by the *Company* so comply.

**Indemnity** – The *Company* shall indemnify and hold harmless *OPPI* and Absolute Conferences & Events Inc. from and against any loss, injury or damages whatsoever suffered by *OPPI* as a result of the *Company*'s failure to comply with the terms and conditions of this contract or as a result of the *Company*'s participation in the event, including without limitation, any third party claim against *OPPI* with respect to loss, injury or damage sustained or suffered by any other sponsor, the owner of the building, attendees of the event, and their respective directors, officers, agents and employees.

**Loss or Damage** – In consideration of the *Company*'s participation in the event, the *Company* hereby releases *OPPI*, Absolute Conferences & Events Inc., their directors, officers, agents and employees from any and all claims, losses, or damages whatsoever suffered or sustained by the *Company* in connection with the show, including, without limitation, any claims for loss or theft of property, personal injury, or loss of business or profits, whether arising from any act of *OPPI* or otherwise.

**Cancellation** – This contract may be cancelled provided written notice is received by either party on or before June 15, 2018 in which case all monies paid by the *Company* will be refunded less an administration fee of \$250 per exhibit and/or 15% of any sponsorship fee. If the *Company* cancels after such date, they will be held responsible for the full contract price. Cancellations must be made in writing.

**Conduct** – *OPPI* reserves the right at any time to alter or remove displays or any part thereof, including printed material, products, signs, lights or sound and to expel organizations' or their personnel if, in *OPPI*'s opinion, their conduct or presentation is objectionable to *OPPI* or to other participants.

**Display** – Display must comply with all requirements of *OPPI* and Laurentian University.

**Staff** – It is assumed that the *Company* will provide at least one staff person, per table top display during open hours.

**Shipping** – Goods must not be shipped to the venue with any shipping charges to be paid on arrival and any such goods will not be accepted by Laurentian University, Absolute or *OPPI*. *OPPI* assumes no responsibility for loss or damage to the *Company*'s goods or property before, during or after the event.

**Insurance** – The *Company* is responsible for the placement and cost of insurance relating to its participation in the event. The *Company* agrees to furnish immediately to *OPPI* upon request certificates of insurance pertaining to all policies of insurance carried by the *Company* together with satisfactory evidence from the insurers of the continuation of such policies. If the *Company* fails to comply with any of the foregoing, in addition to any other rights or remedies available to *OPPI* at law or under this contract, *OPPI* shall have the right to take possession of the display space for such purposes as it sees fit and the *Company* will be held liable for the full contract price for the said space.

**Move-out** – The *Company* agrees that no display may be dismantled or goods removed during the scheduled time of the PKE. The *Company* agrees to remove the display, equipment and appurtenances from the event building by the final move-out time. In the event of failure to do so, the *Company* agrees to pay for such additional costs as may be incurred by *OPPI*.

**Union Labour** – The *Company* will comply with the rules and regulations of any unionized contractors that may be selected by *OPPI* to service the exhibitors. Any dispute between the *Company* and any such contractor or union representative will be referred to *OPPI* for resolution, whose decision shall be final and binding on all parties.

**Terms and Conditions** – *OPPI* reserves the right to cancel this contract and to withhold possession of the space or to expel the *Company* there from if the *Company* fails to comply with any terms and conditions of this contract or the event rules and regulations, in which case the *Company* shall forfeit as liquidated damages and not as a penalty all payments made pursuant to this contract, all without limiting *OPPI*'s other rights and remedies at law under this contract as a result of such failure to comply.

