



## 2018 Tri - Association Manufacturing Conference

October 24<sup>th</sup>

Travelodge Belleville – 11 Bay Bridge Road

**TRADE SHOW SPONSOR**

**gastles**

Registered Patent Agents

We are very pleased to announce that we are hosting the Tri- Association Manufacturing Conference at the Travelodge in Belleville on Wednesday, October 24<sup>th</sup>, 2018. This conference is a joint effort between the Northumberland Manufacturers' Association (NMA), the Quinte Manufacturer's Association (QMA), and the Kawartha Manufacturers' Association (KMA) to bring together manufacturers from across the regions.

**We invite you to participate in the Conference Trade Show to showcase your products and/or service to our regional manufacturers.**

As a participant you will have exposure to approximately 200 delegates and manufacturing representatives. Delegates will include Plant Managers, Operations Managers, Human Resources Managers, Supply Chain Managers, Health and Safety Managers, Supervisors and Production Staff.

**The Trade Show will open at 7:30 a.m. and close at 5:30 p.m. October 24<sup>th</sup>.** The conference agenda will be structured to ensure there are several opportunities for our delegates to visit your booth. The booth includes lunch and breaks with Conference delegates (\$200 Value per registrant). As a vendor you are encouraged to provide a promotion draw item that will be presented to the delegates on your behalf by the Trade Show Sponsor between 4:30 & 5:30 p.m. during the B2B Lounge & Networking portion of the Conference in the main meeting room.

**The NMA reserve the right to make vendor selections for the Trade Show that will ensure category exclusivity and in doing this will generate diversity of products and services for attending delegates.**

Booth availability is limited. To reserve your Booth, complete and submit the enclosed Vendor Agreement.

Reservations for Booth space pending availability will be accepted until October 5, 2018

Conference / Trade Show Date – Wednesday, October 24<sup>th</sup> 7:30 a.m. to 5:30 p.m.

Travelodge, Bellville ON

Trade Show Contact: Bonnie Mactavish

info@thenma.ca

## VENDOR AGREEMENT

### **Booth Cost \$350 + HST per booth – with one representative**

Price includes one (1) table and chair per 6 x 6 booth space and lunch/breaks for a booth representatives. One 20 amp outlet is available upon request. Any further requirements are subject to additional charge.

\*Additional booth representative - \$125.00 per person\*

### **Terms and Conditions:**

- Load in and set up Tuesday, October 23<sup>rd</sup> starting at 5:00 p.m. – 9:00 p.m. and Wednesday October 24<sup>th</sup>, 7:00 a.m.; All set up is to be completed by 7:30 a.m., Oct.23<sup>rd</sup> **\*Not Responsible for Trade Booth Displays and/or Material \***
- If you have heavy or oversized item(s) please contact for further information;
- Booths may not be sublet;
- We will require a copy of your trade show insurance cover prior to your participation and for our records.
- You may provide product samples or other giveaways, but selling of products is not permitted;
- To increase conference participant exposure to your display, we will be providing delegates with a “passport” which will contain your business LOGO (we will need a copy of your logo for this document). Delegates will have the opportunity to participate in a draw prize if they get 8 vendors to initial/stamp their passport;
- You may also wish to offer a “business card” draw at your booth. This will require you to offer a prize for the winning participant;
- You will be expected to dismantle your display between 5:30 p.m. and 6:30 p.m. Oct 24th (No dismantling prior to 5:30 p.m.);
- We reserve the right to determine your booth location;
- Logo must be supplied the NMA prior to October 5th, 2018 to be included in Trade Show Passport.

Company Name: \_\_\_\_\_

Contact Name(s): \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_ Email: \_\_\_\_\_

PRODUCT: Please provide a brief description of your display:

Booth space is limited, return your Signed Vendor Agreement as soon as possible.

**Deadline for booth registration is October 5th 2018.**

**Booth Space Request:**

# of booth(s) \_\_\_\_\_ x \$350 = \$ \_\_\_\_\_

\* Electrical Outlet are limited \*

# of additional rep. \_\_\_\_\_ X \$75.00 = \$ \_\_\_\_\_

HST 13% \$ \_\_\_\_\_

Total Cost \$ \_\_\_\_\_

**Payment Methods:**

Credit Card payment online [click here](#)

[Note: A Processing Fee will be applied to online Credit Card Payments.](#)

Cheque - Payable to "The NMA".

Submit a copy of your completed Vendor Agreement and Cheque payment to:

The NMA  
Venture13  
739 D'Arcy Street, Suite 110  
Cobourg ON K9A 0H6

**Regardless of payment method,**

Please submit a copy of your completed Vendor Agreement by

Email to [info@thenma.ca](mailto:info@thenma.ca) or Fax to 905-372-2238.

**NOTE:**

1. Booth Space and location is confirmed upon receipt of payment.
2. To be included in the Trade Show Passport, Logos must be submitted to [info@thenma.ca](mailto:info@thenma.ca) by October 5, 2018

I have read, understand and agree to the terms and conditions listed above

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

PRINT AUTHORIZED: