

# Exhibitor package

## Bridging the gap construction safety conference November 13–14, 2015 | Richmond, B.C.

WorkSafeBC, in partnership with the BC Construction Safety Alliance, the BC Association of Restoration Contractors, the British Columbia Common Ground Alliance, the BC Association for Crane Safety, and the Canadian Society of Safety Engineering are proud to host the 10th annual Bridging the gap, construction safety conference. This conference draws delegates who work in the field of safety in the construction industry from around the province.

We invite you to participate as an exhibitor at this year's event on November 13 and 14, 2015 at the Sheraton Vancouver Airport Hotel, 7551 Westminster Highway, Richmond, B.C.

If you're interested in showcasing your new and innovative products or services, please complete the registration form and contract contained in this package.

All attendees will receive an "Exhibitor Passport" in the delegate bag, and they are encouraged to visit all tradeshow booths to be entered to win a door prize. All exhibitors will have an opportunity to provide an item for the draw.

# Exhibitor package

## Exhibitor information

### \$500 for one day or \$750 for two days

Each exhibitor space includes one 8 ft. by 2 ft. table, two chairs, and an electrical outlet. There are two types of exhibit space locations: Minoru Ballroom D and the Westminster Room.

Exhibit spaces within Minoru Ballroom D are approximately 10 ft. by 7 ft. Westminster Room spaces are approximately 10 ft. by 6 ft., with a maximum of 3 ft. between the wall and table.

Exhibitor package also includes:

- Advertising on the conference website
- Inclusion in the “Exhibitor Passport” for each conference delegate
- Coffee and lunch for two exhibitor staff for paid days

Delegates will have an opportunity to visit the tradeshow each day:

- During conference registration (7 a.m. to 8 a.m.)
- During the conference coffee breaks
- During the lunch breaks

### Door prize draw

Exhibitors wishing to provide an item for the draw at the end of the conference are asked to drop off the item at the registration desk at set-up time. Please ensure your business card is attached, and your company will be recognized at the time of the draw. Please indicate whether or not you will be providing a door prize on the attached registration form.

### Internet access

Please contact the hotel directly for internet support. See exhibitor contract for details. WorkSafeBC is not responsible for providing internet access.

### Company description and logo

To ensure that your registration is complete, you will need to complete and provide the following items:

- Exhibitor registration form
- Signed contract
- Your company description and logo (minimum 300 dpi or vector file)

Please email your completed exhibitor registration form, company description, and logo to:  
[bridgingthegap@worksafebc.com](mailto:bridgingthegap@worksafebc.com).

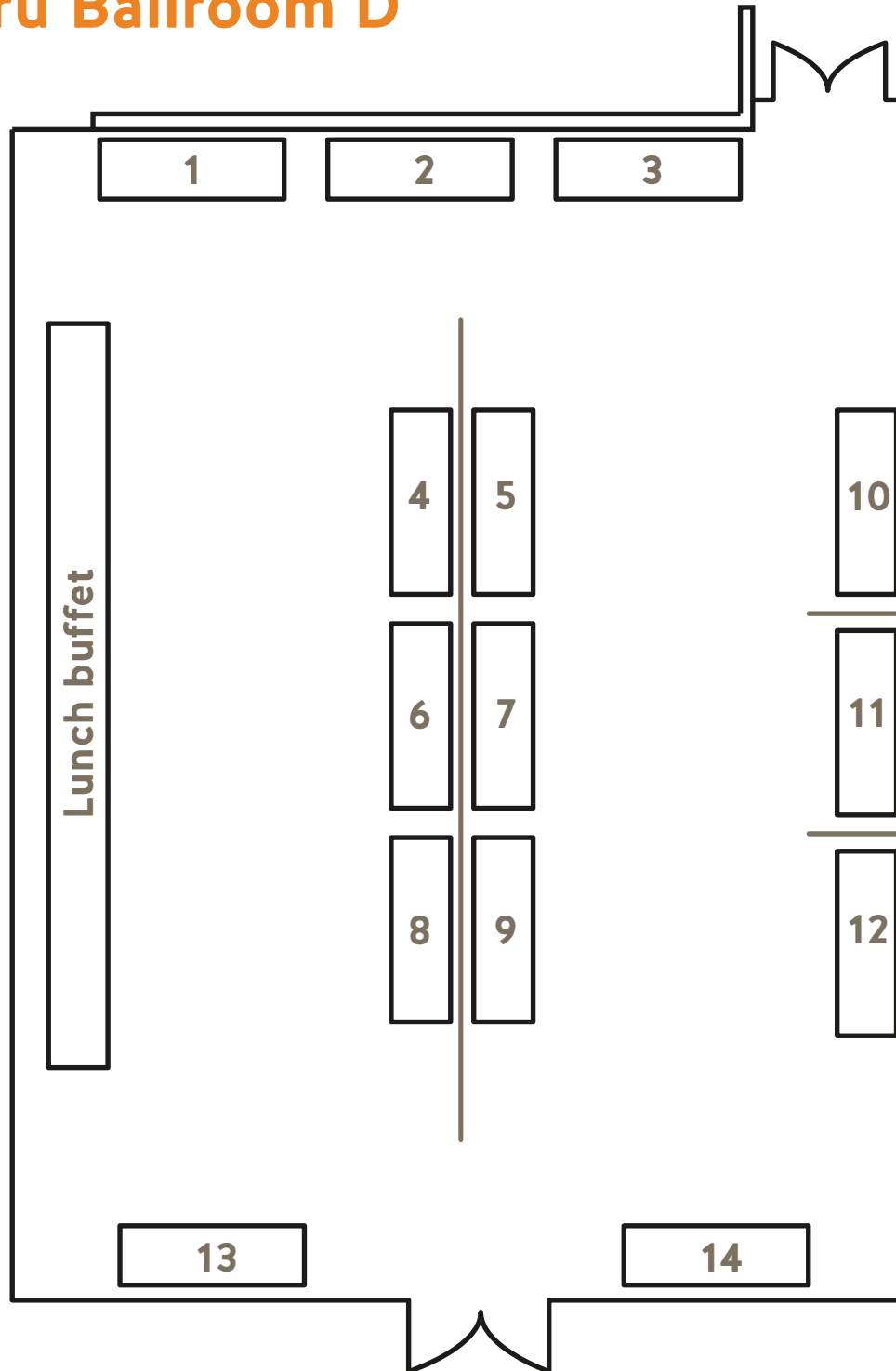
### Optional exhibitor bonus items

Share your support by including the [bridgingthegapsafely.ca](http://bridgingthegapsafely.ca) link on your company’s website and or events calendar, and we’ll include your company’s link on the conference website.

We can help you advertise your participation by providing you with conference postcards to distribute. If you’re interested in participating in this opportunity, please indicate this by checking the box on the Exhibitor registration form.

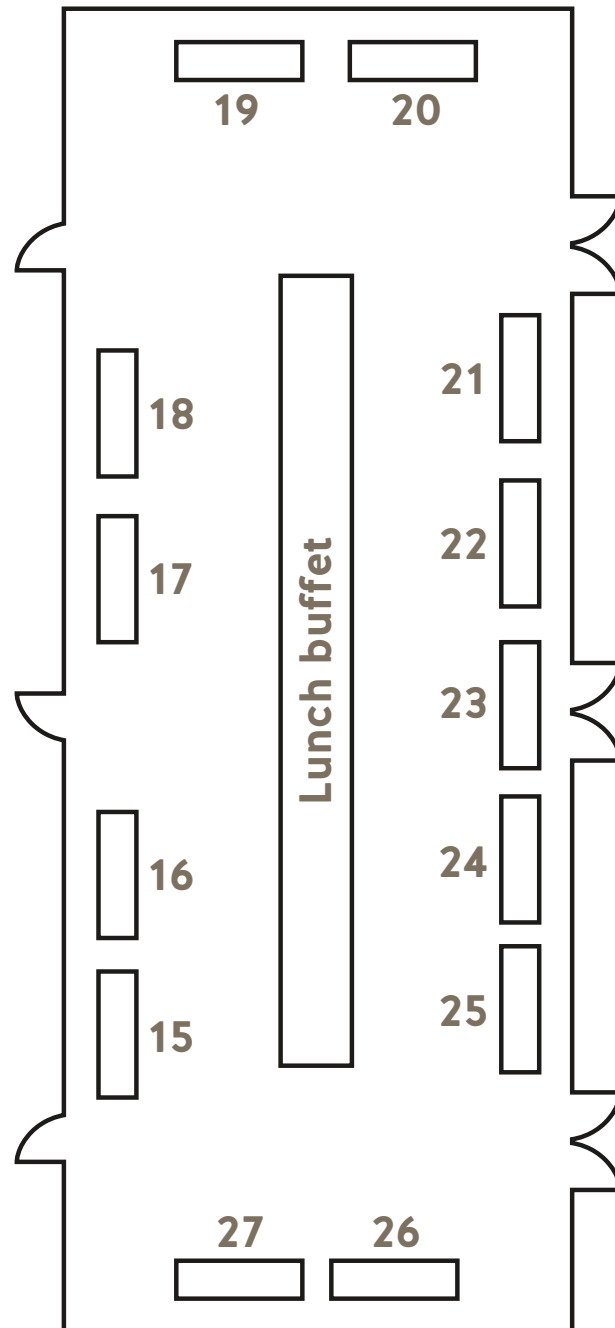
# Exhibitor package

## Exhibitor floor plan — Minoru Ballroom D



# Exhibitor package

## Exhibitor floor plan — Westminster Ballroom



# Exhibitor package



## Exhibitor registration

Company name \_\_\_\_\_

Contact name \_\_\_\_\_ Phone \_\_\_\_\_

Contact email \_\_\_\_\_

Website address (for link from conference web page) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_

☐ Two-day option \$750.00 ☐ One-day option \$500.00: indicate day preference \_\_\_\_\_

### Exhibitor space preference

Exhibitor 1st choice: space # \_\_\_\_\_ (1 through 27)

Exhibitor 2nd choice: space # \_\_\_\_\_ (1 through 27)

Decisions regarding space allocation remain at the discretion of the conference organizers. The exhibitor will be contacted if their first or second choice is not available.

We (please check one) ☐ will be ☐ will not be providing a door prize.

Please email your completed exhibitor registration form, company description, and logo to:  
[bridgingthegap@worksafebc.com](mailto:bridgingthegap@worksafebc.com).

### Payment method

Upon receipt of your registration, an invoice will be prepared and payment details sent to you. Payments may be made by credit card only.

### Optional exhibitor bonus items

Share your support by participating in these exhibitor bonuses:

☐ Yes, I'd like to include [bridgingthegapsafely.ca](http://bridgingthegapsafely.ca) link on my company's website.

My company's website is \_\_\_\_\_

☐ Yes, I'd like to receive Bridging the gap conference postcards to advertise. Amount \_\_\_\_\_

My mailing address (if different from above) is \_\_\_\_\_

### Questions

For more information, please visit [bridgingthegapsafely.ca](http://bridgingthegapsafely.ca) or email [bridgingthegap@worksafebc.com](mailto:bridgingthegap@worksafebc.com).

# Exhibitor package

## Exhibitor contract

### Preliminary

All exhibitors must read and agree with the conditions below. This document will become a contract once signed by an authorized agent of the exhibitor and accepted by WorkSafeBC. Please read carefully to avoid misunderstandings, complete, sign, and mail to:

Attention: Leanne Elliott, WorkSafeBC, PO Box 5350 Stn Terminal, Vancouver BC V6B 5L5

or scan and email to: [bridgingthegap@worksafebc.com](mailto:bridgingthegap@worksafebc.com)

### Date and venue

November 13 and/or 14, 2015

Sheraton Vancouver Airport Hotel, 7551 Westminster Highway, Richmond BC V6X 1A1

### Acceptance and assignment of space

So long as space is available, this contract shall be deemed accepted by WorkSafeBC after receipt of the completed registration form, signed contract, proof of insurance certificate, and appropriate payment for the exhibitor's selected booth(s). Space will be assigned, as selected by exhibitor, on a first-come, first-served basis. WorkSafeBC will attempt to fulfill exhibitor space requests, but shall hold the right to assign space at its discretion and its decision shall be final.

### Exhibit fees

\$500.00 for one day or \$750.00 for both days — for one 8 ft. by 2 ft. draped table, two chairs, electrical outlet, coffee/lunch for up to two exhibit staff, and company name and logo printed in conference material.

### Cancellation

This contract may be cancelled by exhibitor by giving written notice to WorkSafeBC, subject to the following:

Cancellation made before October 13, 2015 will be refunded in full after the conference. Cancellations made after October 14, 2015 will be subject to a 50 percent cancellation fee. There will be no refunds allowed after October 30, 2015. In no event will exhibitor receive a credit from any revenue later generated by re-use of the reserved space. Exhibitor shall also forfeit all exhibitor privileges and benefits.

### Supplied services

Exhibit rental services provided: one 8 ft. by 2 ft. draped table, two chairs, electrical outlet, and existing room lighting. For any other exhibit rental services not provided, including internet access, please contact the hotel directly.

### Use of space

The products or services exhibited must duly represent the exhibitor's company. No exhibitor will be permitted to display outside the confines of the assigned space in the exhibition area. These limitations are intended to provide a clear view of all exhibits.

### Restrictions

WorkSafeBC reserves the right to restrict, reject, prohibit, or eject any exhibit, in whole or in part, which becomes objectionable due to noise, safety hazards, or other reasons. In any such event, no refunds will be issued.

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## Exhibit site and time

Trade show will be held on November 13 and 14, 2015 at the Sheraton Vancouver Airport Hotel, 7551 Westminster Highway, Richmond, B.C. Exhibits will be open from 7 a.m.–4 p.m.

## Move-in

Exhibit material may be received at the Sheraton Vancouver Airport Hotel prior to the move-in date (at the discretion of the hotel).

Set-up hours begin on November 13 and 14, 2015 at 6 a.m. and installation must be completed no later than 7 a.m. Exhibitors will not be allowed to set up during conference/show hours.

## Move-out

Exhibitor take-down hours are November 13 and 14, 2015 after 4 p.m. Exhibitor must not dismantle exhibit nor begin packing before the final closing hour of the tradeshow. Permission from WorkSafeBC is required for delivery or removal of any portion of an exhibit during the trade show hours.

## Storing of exhibit materials

Due to space constraints, Sheraton Vancouver Airport Hotel is unable to store display material and/or show merchandise. At the conclusion of your set-up, all related equipment, crates, boxes, etc. must be removed from the premises and returned no sooner than the beginning of the take-down time. Take-down must be completed by no later than 5:30 p.m.

## Security

Exhibitors hereby expressly waive and release WorkSafeBC from any claims or actions for loss or damage to their property or the property of their employees, agents, guests, and the general public.

## Insurance

The exhibitor acknowledges that WorkSafeBC and the Sheraton Vancouver Airport Hotel do not maintain insurance covering exhibitor's display materials and that it is the sole responsibility of the exhibitor to obtain interruption of business and property damage insurance covering such losses by the exhibitor. In addition, exhibitor shall carry adequate insurance to protect itself against bodily injury (including death) and property damage claims arising from the exhibitor's participation in the Bridging the Gap Construction Safety Conference 2015, including but not limited to (1) Workers' Compensation coverage as required by law, and liability insurance in such amounts as are adequate for both bodily injury and property damage. **A certificate of insurance is required to be submitted with your application.**

## Liability

Exhibitors acknowledge and agree that all displays, equipment, and other property brought upon the premises of the Sheraton Vancouver Airport Hotel by the exhibitors is at the risk of the exhibitors. Exhibitors shall be fully responsible to pay for any and all losses, damages, and claims arising out of injury or damage to exhibitor's displays, equipment, and other property brought upon the premises of the Sheraton Vancouver Airport Hotel and shall indemnify and hold harmless the Sheraton Vancouver Airport Hotel, its agents, servants, and employees; WorkSafeBC, its agents, servants, and employees from any and all such losses, damages, and claims.

## Indemnity

The exhibitor shall indemnify and hold harmless the Sheraton Vancouver Airport Hotel, its owners, managers, officers or directors, agents, employees, subsidiaries, affiliates, and WorkSafeBC (the Workers' Compensation Board of British Columbia), its officers, directors, employees, or agents from and against any and all claims,

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Losses, damages, or governmental charges or fines in any amount arising out of or caused by the exhibitor's use of the premises, or the conduct of the exhibitor's business or from any activity, work, or thing done, permitted or suffered by the exhibitors to be done in or about the premises, including but not limited to installation, maintenance, and removal of exhibits and staffing and operating the exhibit space and, in the case of any action or proceeding that may be brought against WorkSafeBC (the Workers' Compensation Board of British Columbia) by reason of any such claim, or breaches of any term of this agreement. The indemnification includes claims brought by the exhibitors, attendees, WorkSafeBC employees, servants or agents, hotel employees, servants or agents, or others for injury, or death, losses or expenses caused by or arising from the activities of the exhibitor, servant, agent, or employee of the exhibitor. The exhibitor shall pay WorkSafeBC (the Workers' Compensation Board of British Columbia) and the hotel reasonable legal fees, costs, and expenses incurred in enforcing this agreement or defending claims made under this agreement.

## General provisions

The license granted by this agreement is personal and may not be assigned or otherwise transferred without the written consent of WorkSafeBC. The premises are licensed on an "as-is" basis, and WorkSafeBC will not be liable for pre-existing conditions of the premises or for conditions arising during the period of the license. However, exhibitor will return the premises in as good condition as they are received. Anyone visiting, viewing, or otherwise participating in the exhibitor's display is deemed to be the guest or licensee of the exhibitor rather than the guest or licensee of WorkSafeBC.

## Complete agreement

This agreement, in addition to the Exhibitor registration form and any attachments, represents the complete agreement between parties relating to the subject matter herein. Any modification or supplement hereto shall be in writing and signed by both parties.

**Email the completed, signed contract and certificate of insurance to WorkSafeBC:**

Email: [bridgingthegap@worksafebc.com](mailto:bridgingthegap@worksafebc.com)

## Exhibitor contract authorization

Company name \_\_\_\_\_

Contact name \_\_\_\_\_

Contact email \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Province \_\_\_\_\_ Postal code \_\_\_\_\_

Authorized company representative \_\_\_\_\_

Print name \_\_\_\_\_

Signature \_\_\_\_\_