



2020 Exhibitor Registration Brandon Career Symposium April 20th - 22nd

Monday 6:00pm - 8:00pm | Tuesday 9:30am - 3:00pm | Wednesday 9:30am - 3:00pm

EXHIBITOR INFORMATION

**Please note - this is how you will appear in all media including BCS website, social media, handbook*

Please circle one: Returning Exhibitor New Exhibitor

Organization Name:

Address:

City:

Postal Code:

Contact Name:

Title:

Email:

Phone:

Website:

Contact email (you would like posted to the public):

Social Media links:

Exhibiting the following products/services:

What equipment and products are you bringing to set up your display? (i.e., building materials, etc):

Booth Category:

(see page 4 for list of categories)

Initial 10x10 Booth Space

Corporate, Education, Government	\$620 (GST Included)	\$ _____
Association, *Small Business, **Not For Profit	\$310 (GST Included)	\$ _____
Electricity Required Yes / No	\$30 (GST Included)	\$ _____
SUBTOTAL:		\$ _____

**A Small Business is defined as having 20 employees or less.*

***To qualify for the NFP rate, your organization must be registered Provincially with the Companies Office/Corporations Branch, or Federally, with a charitable tax number. Proof of registration may be required. NFP booth will be assigned: there are a limited number of NFP booths available.*

Each Additional 10x10 Booth Space

Number of Additional Booths	_____ @ \$250 (GST Included)	\$ _____
SUBTOTAL:		\$ _____

Advertising

Brandon Career Symposium Website / Social Media / Handbook

PDF or JPEG must be received by March 2nd, 2020. Late submissions are non-refundable.

Logo only (2 ½" x 1 ⅞")	_____ @ \$150 (GST Included)	\$ _____
Business Card Ad (2 ½" x 3 ¾")	_____ @ \$275 (GST Included)	\$ _____
¼ page Ad (3 ¾" x 5")	_____ @ \$375 (GST Included)	\$ _____
½ page Ad (7 ½" x 5")	_____ @ \$550 (GST Included)	\$ _____
SUBTOTAL:		\$ _____
TOTAL:		\$ _____

Door Prize Sponsor

Minimum of \$25 value per each door prize package. Your Business name will be included in the daily Prize Announcement Draws

Door Prize Package Announcement Draws _____

Please include your payment with this form or immediately after receiving your invoice to ensure your organization is registered. *E-transfer or cheque only.*

Email completed form and e-transfer to career-symposium@ceys.mb.ca

or

Send completed form and cheque (payable to Brandon Career Symposium Inc.) to:

Brandon Career Symposium Inc.
9-940 Princess Ave.
Brandon, MB
R7A 0P6

Registration for the Brandon Career Symposium is not complete until payment is received. If payment is not received by event setup date, you **MUST** contact the coordinator before set up.

If your display includes large equipment (i.e. semi, large trailer, tank), please contact the coordinator to book your time for loading-in on **Sunday, April 19th**.

For any questions contact the coordinator at career-symposium@ceys.mb.ca or 204-726-7459

By signing this contract, we agree to all terms and conditions as listed. Booth locations will be determined by the coordinator to provide maximum utilization of hall space.

Signature_____ Date_____

EXHIBITOR TERMS AND CONDITIONS

1. Choose from the following categories for booth placement:
 - Arts and Culture
 - Business and Finance
 - Education, Post-secondary
 - Employment Services and Training
 - Entrepreneur
 - Engineering and Architecture
 - Government, Public Administration
 - Health Sciences
 - Human Services, Social Services
 - Law, Public Safety, Corrections, Security
 - Science, Technology, Mathematics
 - Service Industry
 - Skills, Trades, Manufacturing and Transportation

2. Booth details:
 - A single booth space measures 10'x10' (multiples can be rented)
 - All booths will be draped (3 ft sides and 8 ft backdrop)
 - Rental fees will include one 8-foot decorated table and two folding chairs

3. Exhibits must be wholly contained within the allotted exhibit space. Demonstrations, and distribution of any printed material, souvenirs, or any other materials shall be confined to the exhibitor's allotted space.

4. In the event an exhibitor fails to make all payments by the appointed time herein, all rights of the exhibitor shall cease and terminate.

5. Exhibitors are not permitted to supply or sell food and/or beverages within the exhibit space.

6. The exhibitor agrees that no display may be dismantled or started to be dismantled, or any goods removed, during the entire show schedule, and must remain intact until close at 3:00 pm of the last day of the Symposium.

7. Exhibits must comply with fire regulations and all display materials must be fireproof.