

APPLICATION FOR EXHIBIT SPACE

The undersigned hereby applies for space as an exhibitor at the 10th Congress on Anaerobic Digestion (AD10-2004) to be held August 29 – September 2, 2004 at Centre Mont-Royal, Montréal, Québec, Canada
(Please type or print clearly.)

Company: _____

Booth Manager: _____

Address: _____

City, Province (State): _____ Postal Code _____

Telephone: () _____ Fax: () _____ E-Mail: _____

EXHIBIT BOOTH INFORMATION

Contact Person: _____ E-Mail: _____ Telephone: () _____

Single Booth Size: 10 ft (3m) deep x 10 ft (3m) wide / Number of Booths Requested _____

BOOTH NUMBER(S) 1st choice _____ 2nd choice _____ 3rd choice _____

PAYMENT

This application will only be processed when accompanied by payment in full \$3,500 CAN per booth (plus GST).

Booth Rental: \$ _____ 7% GST: \$ _____ Total: \$ _____

Amount of payment enclosed: \$ _____ ¹CAN ¹US

METHOD OF PAYMENT (Credit card only):

Visa MasterCard American Express

CARD NUMBER: _____ EXPIRY DATE _____

Month/Year

DATE: _____ SIGNATURE: _____

Cheques

Please make cheque payable to **Receiver General for Canada (AD10-2004)** and mail to 10th Congress on Anaerobic Digestion, c/o National Research Council Canada, 1200 Montreal Road, Ottawa, Ontario, Canada K1A 0R6.

In making this application we agree to conform to the exhibit regulations of the 10th Congress on Anaerobic Digestion, which are hereby made a part of this application. It is mutually agreed that all of said regulations shall be interpreted by the Exhibit Committee of the 10th Congress on Anaerobic Digestion (AD10-2004), and the parties hereto shall be bound by such interpretation.

SIGNATURE: _____

NAME: (PRINT OR TYPE) _____

TITLE: _____

OFFICIAL USE ONLY

ACCEPTED BY: _____ DATE: _____

PAYMENT REC'D.: _____

BOOTH(S) ASSIGNED: _____

**Please complete and sign the contract and fax it to: Congress Secretariat
Tel: (613) 993-0414 Fax: (613) 993-7250**

CONTRACTUAL AGREEMENT

The assignment of space is on a first-come, first-served basis.

PURPOSE

All exhibits shall be to serve the scientific interests of the Congress and the Congress reserves the right to require the immediate withdrawal of an exhibit if the Organizers believe that it may be injurious to the purposes of the Congress. Only professional equipment and services of interest to participants may be displayed.

RULES AND REGULATIONS - EXHIBIT

1. The exhibitor shall be bound by the Rules and Regulations as established by the Exhibit Committee for the 2004 Commercial Exhibit at the 10th Congress on Anaerobic Digestion (AD10-2004), by the sponsoring organizations and any duly authorized representative, agents or employees of the foregoing Congress. Each exhibitor is charged with knowledge and compliance with all laws, ordinances and regulations pertaining to health, fire prevention and public safety.

2. The Congress Exhibit Committee shall determine the eligibility of any company, product, service or application for exhibit space. The Committee may forbid installation or request removal or discontinuance of any exhibit or promotion, wholly or in part, that, in its opinion, is not in keeping with the character or purpose of the Conference.

3. All space cancellation must be received in writing on or before **June 30, 2004**. There will be no refund for space cancelled after this date.

4. FIRE PREVENTION

Exhibitors shall not encroach on aisle space and must remain within the space assigned. All materials used for decorating must be fire resistant. Cartons, boxes and crates may not be stored under tables, behind displays or in any part of the exhibit area. At the exhibitor's expense, empty crates, etc. will be picked up, stored and returned to each booth at the closing of the exhibition. All hazardous exhibits regardless of type, are prohibited in the Exhibition Hall without written consent from the City of Montréal Fire Department and Centre Mont-Royal. The prohibition covers open flame, coal, liquid propane gas, liquid propane gas tank, toxic liquid or gas, dangerous toxic products, etc.

5. CARE OF BUILDING AND EQUIPMENT

Nothing should be posted on, attached, nailed, screwed or otherwise attached to columns, walls, floors, or other parts of the building or furniture. All heavy pieces of equipment must be placed on skids to avoid damage to flooring.

6. LIABILITY INSURANCE

Every reasonable precaution will be taken to protect exhibitor's property during installation, Congress period and removal. However, the Congress Exhibit Committee and the National Research Council Canada will not accept responsibility for injury to persons or loss of or damage to products, exhibits, equipment or decorations by fire, accident, theft or any other cause while in Centre Mont-Royal. Exhibitors are advised to carry appropriate insurance to cover display materials against damage and loss, and public liability against injury to the person and property of others.

7. AUTHORIZED REPRESENTATIVES

Each exhibitor shall provide to the Congress Exhibit Committee in advance, the name and the title of the person(s) who will be in attendance at the display and responsible for the installation, operation and removal of the exhibit. Said representative(s) shall be authorized to enter into such service contracts as may be necessary, for which the exhibitor shall be responsible.

8. SECURITY

The Congress Exhibit Committee will employ a security service during the hours that the exhibit area is closed. Booths are to be staffed by exhibitor's personnel at all times during the hours the exhibits are open.