

# HortEast 2019

## Exhibitor Show Details

### Event Site

Casino New Brunswick  
21 Casino Dr, Moncton, NB E1G 0R7  
<https://www.casinonb.ca>

### Trade Show Hours

Thursday, Nov 21, 2019 9:00 am – 4:00 pm Friday, Nov 22, 2019  
9:00 am – 2:00 pm

### Move-In

Wednesday, November 20 8:00 am – 4:00 pm

### Move-Out

Friday, November 22 2:00 pm – 5:00 pm

### Booth Prices 10' X 10'

\$700 (additional booths - \$500 each) *Please add 15% hst to all payments.*

### What do you get?

Every exhibitor will receive 10 Free passes to hand out to their customers (trade show only), and a company listing in our show guide and on the website. Badges for two company representatives. Exciting for 2019, we are offering a variety of options for our exhibitors to capitalize on booth space and advertising exposure. Foyer banner advertising, equipment showcase opportunities plus many other options highlighted in the sponsorship package.

### To Secure Your Space

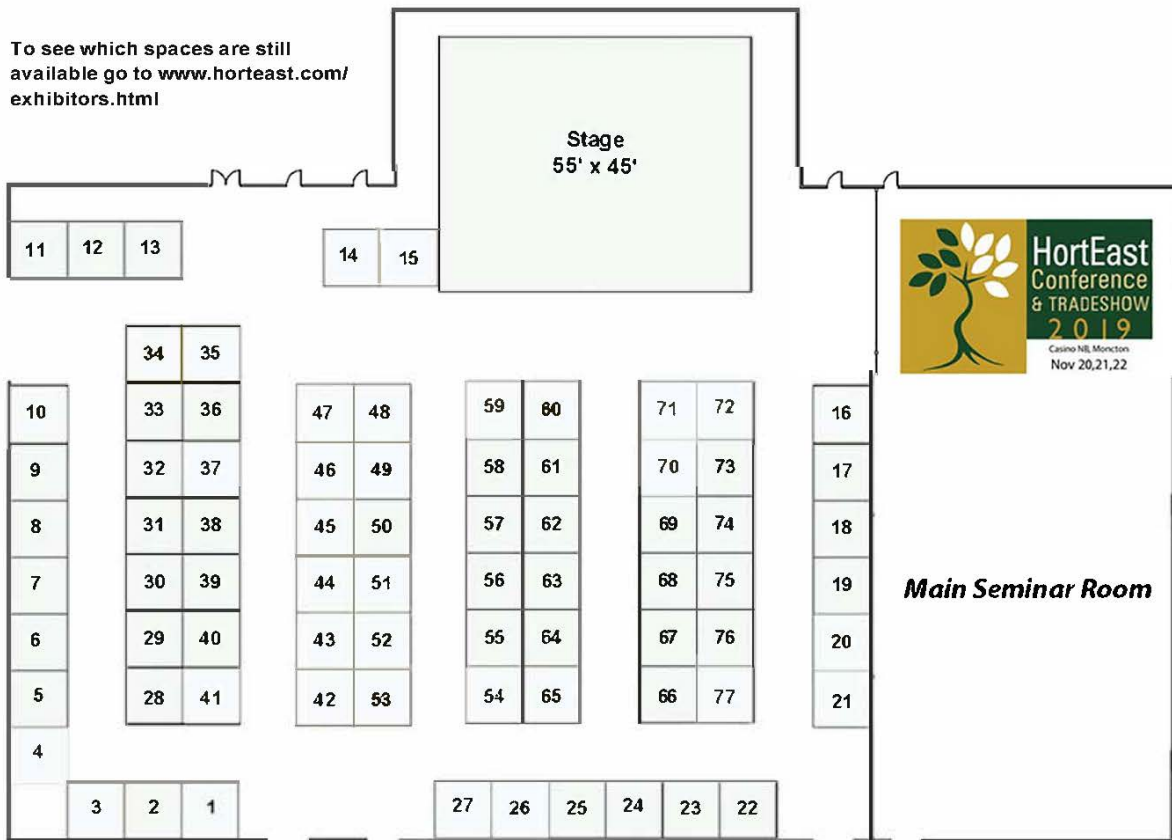
A 50% deposit + 15% HST is required with exhibitor registration. The balance is due by October 21, 2019. Please include a credit card number or a cheque made payable to "Landscape New Brunswick."

### Display Material

All booths are 10ft x 10ft. Price includes carpet and drapes. **Electricity is not included in booth price but can be ordered through Global.(Bring extension cords if required).**



# Floor Plan



**\*\*\* To check available spaces go to [horteast.com/exhibitors.html](http://horteast.com/exhibitors.html) \*\*\***

**Booth Price:**

\$700 (additional booths - \$500 each)

**Payment:** Credit cards or cheques.

50% of exhibitor deposit due when exhibitor form is submitted. The remaining 50% is due on October 21st. Credit card number provide will be used to process remaining payment.

Please make cheques payable to "**Landscape New Brunswick**". Email your registration to: Landscape New Brunswick [lnb@nbnet.nb.ca](mailto:lnb@nbnet.nb.ca). If you have questions please contact JJim Landry at 866-752-6862.

[www.horteast.com](http://www.horteast.com)

# Exhibitor Space Rental Contract

## Exhibitor Information (Please Print)

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

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

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

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

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

Products to be Displayed: \_\_\_\_\_

### Booth Price:

\$700 (additional booths - \$500 each)

We will require \_\_\_ booths  Members  Non Mmbers

Our preferred booth(s):

1st choice: \_\_\_\_\_ 2nd choice: \_\_\_\_\_ 3rd choice: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

By signing this contract, we agree to all conditions as listed on the following page. Rental is for a single exhibitor only and may not be transferred or sublet. We understand that locations are on a first come first serve basis and adjustments may be made to provide maximum utilization of hall space.

We hereby enclose our 50% non-refundable deposit of \$ \_\_\_\_\_ and agree to pay the balance before October 21, 2019. Add 15% HST to all payments.

### Sponsorship Information:

Our company would like to be a show sponsor:

Category: \_\_\_\_\_ Amount: \$ \_\_\_\_\_.

Category: \_\_\_\_\_ Amount: \$ \_\_\_\_\_.

Please enclose payment plus 15% HST to reserve your sponsorship. Please email your company logo to [lnb@nbnet.nb.ca](mailto:lnb@nbnet.nb.ca)

Total Exhibitor Space Fees \_\_\_\_\_

Total Sponsorship Fees \_\_\_\_\_

Subtotal \_\_\_\_\_

15% HST \_\_\_\_\_

Total \_\_\_\_\_

### Payment Information:

Visa/Mastercard #: \_\_\_\_\_ Expiry: \_\_\_\_\_

Print Cardholders Name: \_\_\_\_\_

Signature of Cardholder: \_\_\_\_\_

# Exhibitor Space Terms & Conditions

## **Setting up and Dismantling**

Times are as follows: Trade Show set-up will begin on Wednesday, November 20, 8:00am – 4:00pm. Dismantling will take place on Friday, November 22, 2:00pm - 5:00pm

## **Qualification of Applicants**

Trade Show committee has the right to decline any application or proposed exhibit. Committee may request applicant to furnish proof of his or her qualifications or his or her interest in the goods proposed to be exhibited.

## **Trade Show Costs**

Exhibitor Space Rental Contract must be accompanied by a 50% deposit of the charge for the space applied for. Balance is due October 21, 2019. If payments are not made when due, deposit may be forfeited and the space reallocated.

## **Cancellation Policy**

Deposits paid on cancelled space are non-refundable. Exhibitor will be required to pay in full for the contract amount on any cancellation received after October 21, 2019. Cancellations must be received in writing.

## **Space Allotment**

Exhibitor Space Rental Contract must include particulars of goods to be exhibited and desired allotment of space. Trade Show Committee reserves the right to limit space allocation and final allotment of booth space will be at the discretion of committee.

## **Inflammable Goods**

Exhibitors are subject to the requirements of the Fire Policies of Casino NB. No explosives or highly inflammable substances may be exhibited. No operation of internal combustion engines is permitted. Fuel tank covers must be sealed.

## **Transfer**

Exhibitors may not sub-license or transfer any part of their allocated space. Exchanges of space may be made only with the Trade Show Committee's consent.

## **Liability Insurance**

Exhibitors shall provide to Management, a Certificate of Insurance with "HortEast 2019/LNB" as named insured issued by their insurance agent/broker (this Certificate is generally available at no additional cost). This Certificate must certify that the Exhibitor has General Liability Insurance that is effective between the Move-In and Move-Out dates and that the amount of this insurance is no less than \$1,000,000. Exhibitors who have not supplied this Certificate will not be allowed to Move-In.

## **Empty Crates and Packing**

Only empty packaging material that can fit under your designated booth table is allowed.

## **Loss or Damage to Property**

The Trade Show Committee will not be responsible for loss or damage occurring to any exhibit or any property of the exhibitors from any cause whatsoever, and all articles placed in the complex premises shall be at the exhibitor's own risk.

## **Other Damage**

Exhibitors must make good at their own expense all damage done by them or their employees or person in charge at the time of the event at the Casio NB.

## **Trade Show Etiquette**

Exhibitors are asked to respect shared space in the trade show area. Exhibitors are required to staff their booth during coffee and lunch breaks.

# HortEast 2019

## Conference & Tradeshow



### Sponsorship Opportunities

#### Gold Sponsor \$2000 + hst

- Company name & logo on show badges
- Gold sponsor recognition during the workshops and conference program
- Company logo in HortEast show guide
- Opportunity to distribute company brochure and display company signage at registration/conference area
- Opportunity to display promotional material on big screen on stage
- Sponsorship level, company name, logo and website link on HortEast website and marketing material

#### Silver Sponsor \$1200 + hst

- Silver sponsorship recognition during the workshops and conference program
- Opportunity to display company signage at registration or conference area
- Company logo in HortEast show guide
- Opportunity to display promotional material on big screen on stage
- Sponsorship level, company name, logo and website link on HortEast website and marketing material

#### Bronze Sponsor \$750 + hst

- Bronze sponsorship recognition during the workshops and conference program
- Opportunity to display company signage at registration or conference area
- Company logo in HortEast show guide
- Opportunity to display promotional material on big screen on stage
- Sponsorship level, company name, logo and website link on HortEast website and marketing material

#### Speaker Sponsor \$500 + hst

- Opportunity to introduce speaker at podium
- Opportunity to display company signage at registration or conference area
- Company logo in HortEast show guide
- Sponsorship level, company name, logo and website link on HortEast website and marketing material

#### Kitchen Party Sponsor \$1000 + hst

- Opportunity to display company signage at registration or conference area
- Company logo in HortEast show guide
- Sponsorship level, company name, logo and website link on HortEast website and marketing material
- Company name and logo on HortEast Kitchen Party signage
- Sponsorship level recognition during all announcements regarding Kitchen Party

# Sponsorship Opportunities



## Coffee Break Sponsor \$300 + hst

- Company logo on Coffee Break signage
- Opportunity to display company signage at registration or conference area
- Sponsorship level, company name, logo and website link on HortEast website and marketing material
- Company logo in the show guide

Sponsor Company Name \_\_\_\_\_

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

Mailing Address \_\_\_\_\_

Phone #: \_\_\_\_\_ Website: \_\_\_\_\_

Email address: \_\_\_\_\_

Sponsorship Level \_\_\_\_\_

Sponsorship Fees \_\_\_\_\_

HST (15%) \_\_\_\_\_

Total \_\_\_\_\_

VISA/MASTERCARD# \_\_\_\_\_ Expiry Date \_\_\_\_\_

Cardholders Name \_\_\_\_\_

Cardholders Signature \_\_\_\_\_

Please contact Jim Landry at Landscape New Brunswick  
at 866-752-6862 or at [lhb@nbnet.nb.ca](mailto:lhb@nbnet.nb.ca)