



2010 Eastern Manitoba Career Symposium  
P.O. Box 505  
4 Park Avenue  
Lac du Bonnet, MB. R0E 1A0

Phone: 204-345-2514  
1-888-298-9023  
Fax: 204-345-6334  
Email: [info@cfwr.mb.ca](mailto:info@cfwr.mb.ca)

Dear Exhibitor:

**The 2010 Eastern Manitoba Career Symposium** will take place on **October 26<sup>th</sup>, 2010** at the Brokenhead River Recreational Complex in Beausejour, Manitoba. This dynamic event will showcase careers and educational options and is targeted at students and their parents, as well as adults thinking about returning to school. This event will provide your organization or company with an opportunity to promote itself to individuals who are exploring their career and educational options.

This event will include interactive booths and displays, a powerful keynote speaker, and a unique "Trades Showcase". As an exhibitor you will have a chance to network with leading professionals from various industry sectors and educational facilities.

Attached is the Exhibitor Registration Form. Booths measure 10' x 10' with a draped 8' high back and 3' high sides. Each booth will include a draped table and two chairs. Wireless internet will be available for no additional charge and on-site overnight security will be provided by a professional security company.

Last year's successful **Eastern Manitoba Career Symposium** attracted over to 1,200 participants. This year Colony schools are interested in participating and there will be a special time period allotted specifically for these attendees. We will also be increasing our marketing efforts to attract more parents and public to the event.

To book your exhibit space, please complete and return the attached registration form by September 1, 2010. **We encourage you to register early, space is limited!**

Please do not hesitate to contact me should you have any questions or require additional information.

Thank you,

*Mary Greber*

*On behalf of the 2010 Eastern Manitoba Career Symposium Steering Committee*



**Exhibitor Registration Form**

**Registration Deadline – September 1, 2010**

Organization/Company: \_\_\_\_\_

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

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

Contact Name: \_\_\_\_\_

Title: \_\_\_\_\_

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

Fax: \_\_\_\_\_

(PLEASE PRINT)

**Registration Fees**

Corporate Booths:     \$200     Corporate booth pricing will apply to corporate businesses, for-profit educational institutions and out-of-province educational institutions.

Government Booths:     \$200     Government booth pricing will apply to government departments and Manitoba government funded education institutions.

Association Booths:     \$100     Association booth pricing will apply to associations incorporated as not-for-profit/non-profit and small businesses/self employed individuals.

- Electricity: (Additional \$35 fee)   Yes (    )   No (    )
- Box Lunch: (Additional \$10 fee)   Yes (    )   No (    )
- Wireless internet will be available free of charge.
- List Organization/Company in any publications: Yes (    ) No (    )
- Fees: Invoices will be issued to registered exhibitors for payment.
- Information regarding show times, set-up/take-down, etc. will be forthcoming.

By signing this contract we agree to all terms and conditions as attached. **We understand that booth locations are on a first come first served basis, and adjustments may be made to provide maximum utilization of hall space.**

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**Signature**

**Date**

Please mail/fax signed registration form to:  
2010 Eastern Manitoba Career Symposium  
P.O. Box 505, Lac du Bonnet, MB, R0E 1A0  
Fax: (204) 345-6334

## Terms and Conditions

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1. The Organizers have the right to change or modify the floor plan to accommodate other exhibitors.
2. The Organizers have the right to use any pictures, images, ads or articles taken during or after the event in any promotional brochures, advertisements, commercials, website, or any other form of marketing now or in the future.
3. The exhibitor agrees not to dismantle or vacate their booth before the official end of the event unless authorized in writing by the Organizers.
4. The exhibitor agrees to pay the full amount due when space is reserved.
5. Each exhibitor will be supplied with one draped table, two chairs and a draped booth. Any request for additional equipment and accessories at the event will be charged an extra fee, not included in the event cost. Information on additional equipment/services available and associated costs will be supplied to registered exhibitors.
6. The Organizer may make rules at its sole discretion for the orderly operation and appearance of the event.
7. The Organizer reserves the right to reject or prohibit exhibits, or exhibitors whom management considers do not meet the goals of the Career Symposium, or to relocate exhibitors when in management's opinion such moves are necessary to maintain the quality, traffic flow, character and good order of the show.
8. The exhibitor shall not conduct him/herself, or operate any equipment at a level of sound, that is determined at the sole discretion of management to be detrimental to the welfare of the show or other exhibitors.
9. Reasonable security shall be provided at all times on the show premises, primarily to assure public safety. Exhibitors' property shall be placed on display at its own risk and the Organizer assumes no liability for loss or damage thereto. The exhibitor shall assume all responsibility for loss or damage to his property due to theft, fire, flood or any other cause beyond the control of the Organizer.
10. Exhibits must comply with fire code regulations. All display materials must be fireproof.
11. In case of cancellation, notice must be given to the Organizers by **October 1, 2010**. The exhibitor agrees to pay the Organizers 50% of the amount agreed on if notice is received after this date. The exhibitor must inform the Organizer of any cancellation in writing by letter, fax or email.