

TEN DAYS TO CHANGE THE WORLD

ARCHITECTURE
GRAPHIC
INDUSTRIAL
INTERIOR
LANDSCAPE
URBAN

OCTOBER 16-25 2017

CONTRACT FOR EXHIBIT SPACE

The undersigned company ("**the Exhibitor**") commits to renting, from the World Design Summit Organization ("**OSMD**"), an exhibit space at the World Design Summit Montreal 2017 **Expo** ("the Expo"). The Expo will take place at the *Palais des congrès de Montréal* from October 17 to 20, 2017. This rental agreement is in accordance with the terms and conditions listed below.

No alleged representations, understandings, agreements, modifications, alterations, or additions not contained within the body of this written Contract shall inure to the benefit of the Exhibitor or be binding upon WDSO.

WDSO reserves the right to relocate Exhibitors. In the event that it is necessary to relocate an exhibitor after a specific space assignment has been made, WDSO will contact the Exhibitor's authorized representative. Every effort will be made to reassign the Exhibitor to similar space.

STANDARD EXHIBIT SPACE (SPACE ONLY RENTAL)

EARLY BIRD RATE*

UNTIL AUGUST 31, 2016

\$28 per sq. ft (price per 10'x10': CDN \$2,800)

UNTIL MARCH 1, 2017

\$32 per sq. ft (price per 10'x10': CDN \$3,200)

REGULAR PRICE

AFTER MARCH 2, 2017

\$40 per sq. ft (price per 10'x10': CDN \$4,000)

BOOTH SELECTION

1st Choice _____

2nd Choice _____

Number of 10'x10': _____

Total size: _____

Total cost before taxes: CDN\$ _____

* Limited availability. The early bird rate is available for up to 30% of total show floor space. First arrived, first served. To benefit from the early bird rate, the Exhibitor must send in their form prior to the early bird rate deadline, and payment within one month following the deadline date. An invoice including taxes will be issued. Do not send a payment along with this form.

PRODUCTS/SERVICES TO BE EXHIBITED:

ACCEPTANCE AS BINDING CONTRACT

Company _____
Address _____

City + State _____
Country _____
Postal code _____
Name _____
Title _____
Telephone _____
Fax _____
Email _____
Website _____

PUBLICATION CONTACT

Name _____
Title _____
Telephone _____
Email _____

AFFILIATION OR PREVIOUS EXPO EXPERIENCE

AAPQ ACID/ADIC ADIQ APDIQ
 CSLA ICO-D IDC/DIC IFHP
 IFLA GDC OAQ OUQ
 RAIC/IRAC RGD/AGA SDGQ

OTHER: _____

TERMS FOR RENTAL AND CONTRACTUAL OBLIGATIONS

DEPOSIT, PAYMENT AND CANCELLATION TERMS

All payments must be made in Canadian Funds. Applications require a 50% deposit before final booth assignment is confirmed in writing. Remainder of 50% no later than March 17, 2017.

CHECK OR BANK TRANSFER

Check or Bank Transfer payment must be received no later than 30 days following invoice date, or 30 days prior to the event, whichever comes first.

PREFERRED METHOD OF PAYMENT

CREDIT CARD

Visa Mastercard American Express

Cardholder's name: _____
Card number: _____
Security Code: _____

Signature: _____

COMPANY CHEQUE

Cheques should be made to the order of World Design Summit Organization (all monies must be in CDN Dollars). Mail to: WDS Expo, 1555 Peel street, suite 500, Montreal, Quebec Canada H3A 3L8

ALL INVOICES SHOULD BE SENT TO

Name _____
Address (if different) _____

City + State _____
Country _____
Postal code _____
Telephone _____
Email _____

EXHIBITOR SERVICE MANUAL SHOULD BE SENT TO

Name _____
Title _____
Telephone _____
Email _____

PLEASE INCLUDE A SHORT DESCRIPTION OF YOUR COMPANY AND/OR THE PRODUCT/ SERVICES.

This information will appear in the Expo Directory (maximum 100 words):

PRIMARY INDUSTRY TARGET

LANDSCAPE ARCHITECTURE ARCHITECTURE
 URBAN PLANNING GRAPHIC DESIGN
 INDUSTRIAL DESIGN INTERIOR DESIGN

OTHER: _____

CANCELLATION POLICY

An Exhibitor wishing to cancel all or part of the exhibit space contracted herein must do so in writing by email to: WDS2017expo@jpd.com. The Exhibitor will then be obligated to pay liquidated damages to WDSO, based on the following schedule:

Before July 31, 2016: 50% of contract value retained by WDSO
After July 31, 2016: 100% of the contract value retained by WDSO.

BANK TRANSFER (a CDN\$ 40 fee applies)

ABA/Routing number: _____

INTERNATIONAL BANK TRANSFER

Bank Account number: _____
SWIFT Code: _____
Bank Address: _____

TERMS & CONDITIONS

CANCELLATION

The Exhibitor specifically recognizes and agrees that WDSO will sustain losses in the event the Exhibitor fails to provide timely written notice of cancellation and that the following late cancellation assessment schedule ("Cancellation Fees") is in the nature of liquidated damages, in keeping with industry practice. The Exhibitor also recognizes and agrees that this schedule is specifically designated to compensate WDSO for losses should the Exhibitor fail to provide timely written notice or cancellation of all or any part of the assigned Expo booth space, and that it does not constitute a penalty.

Cancellation fees:

Before July 31, 2016: 50% of the contract value retained by WDSO.

After July 31, 2016: 100% of the contract value retained by WDSO.

Cancellations will be accepted only in accordance with the above schedule. Failure to make full payment before March 18, 2017 may be subject to Cancellation of Contract by WDSO and result in the immediate release of exhibit space. Should the Exhibitor fail to occupy the booth space by 4:00pm on October 16, 2017, WDSO shall have the right to use the space. Reletting by WDSO of an Exhibitor's cancelled space shall not act to excuse the Exhibitor from assessment.

RESTRICTION OF EXHIBITS

WDSO reserves the right to: (a) reject for any reason any exhibit application submitted for the Expo; (b) reject, prohibit, restrict or otherwise require modification of any exhibit for any reason; and (c) evict or bar any Exhibitor whose exhibit, materials or conduct is determined to be objectionable for any reason. Violation of any regulations on the part of the Exhibitor, their employees or agents shall annul the right to occupy space and such Exhibitor will forfeit to WDSO all monies which may have been paid. Upon evidence of violation, WDSO may enter and take possession of the space occupied by the Exhibitor, and may remove all persons and goods at the exhibitor's risk. The exhibitor shall pay all expenses and damages which WDSO may thereby incur.

ARRANGEMENT OF EXHIBITS

The Exhibitor agrees, for the purpose of the Expo, to conform to the rules, guidelines and regulations listed in the Exhibitor's Manual, and to submit to WDSO, for prior approval, any proposed deviation from these rules, guidelines and regulations.

The Exhibitor agrees to provide WDSO with a detailed plan of their stand for approval by the Expo Director and/or the WDSO Central Expo Committee.

With the only objective of keeping the presentation at an acceptable quality level, every Exhibitor must cover the ground of his booth with a rug, carpet or floor covering of acceptable quality. Any Exhibitor who uses only banner stands or pop-up stands as structure must install a rigid back wall with a height of eight feet (244 cm) and a width of ten feet (305 cm). Curtain dividers are prohibited. In the area forward of a line located five feet (152 cm) from the back wall, all parts of the exhibit shall be placed not to exceed a height of four feet (122 cm).

Island/booth configurations are limited to 20 feet (610cm) in height where ceiling height permits.

Exhibits not conforming to these specifications or which in design, operation, or otherwise, are objectionable in the opinion of the management will be prohibited. All demonstrations and exhibits must be confined to the exhibit booths. No exhibitor shall assign, sublet, or share the whole or any part of the booth space allotted. If WDSO gives permission to sublet the space, the Exhibitor is not permitted to resell or co-op their space at less than the full price.

The Exhibitor understands and agrees that WDSO is allowed, on its own initiative, to take every necessary action to rearrange the rented exhibit space. The Exhibitor will be held responsible for all costs and risks.

In case of relocation of the booth described herein, the Exhibitor agrees that it has no right to cancel its participation in the Expo or claim damages from WDSO.

GENERAL RESTRICTIONS

- Exhibitors are prohibited from using sound amplifying equipment that is objectionable to WDSO. The Expo's professionalism and high caliber will be maintained by applying the "Good Neighbor Policy" at all times. Loud or obtrusive audio-visuals, presentations or other activities distracting to neighboring booths will not be permitted.
- Exhibitors must confine their activities to their contracted space.
- Exhibitors will not be permitted to use strolling entertainment or to distribute samples or souvenirs except from their own booths.
- Exhibitors staff should be sure that their manner of appearance and dress is such as to not offend.
- Draping materials and other decorative materials must be flameproof and comply with local regulations.
- WDSO reserves the right to require modification of questionable exhibits.
- "Cash and Carry" sales are not permitted from the exhibit floor.
- Intellectual Property Copyright: Exhibitors using music in their booth, either live or mechanical are responsible for the payment of the necessary copyright and all other fees or assessments which may be required by organizations representing artists. Exhibitors agree to pay them to the complete exoneration of WDSO.
- Exhibitors must comply with all safety provisions as noted in the Exhibitor Service Manual and as required by the Facility and Fire Marshal.
- The applicable laws in the City of Montréal shall govern the construction, interpretation and enforcement of this agreement.

LIABILITIES

The Exhibitor agrees that WDSO (and its agents and employees), JPdL (and its agents and employees), and the Facility (and its employees): (a) Will not be responsible for any damage to or for the loss or destruction of the Exhibitor's property or injuries to the Exhibitor, his representatives, agents or employees, all claims for any such loss, damage, destruction, or injury being expressly waived by the Exhibitor, (b) Will be exempted from or indemnified for any claims for injury to any of the Exhibitor's representatives, agents, or employees. The Exhibitor is required to provide a certificate of insurance to WDSO.

The Exhibitor shall also indemnify and save and hold harmless WDSO, JPdL and the Facility from and against any cost, expense, liability, or damage which may be incident to, arise out of, or be caused by an act, omission or misconduct on the part of Exhibitor, WDSO or JPdL, or their agents, servants, employees, contractors, guests, licensees or invitees, provided such cost, expense, liability, damage or injury has not occurred due to the negligence of WDSO, JPdL or the Facility. Such indemnification shall not be limited to insurance required herein.

WDSO and JPdL representatives, agents and employees will not be liable for failure to hold the Expo as scheduled. In such a case, payments for booth space will be returned to the Exhibitor, except that any actual expense incurred by WDSO in connection with the Expo will be deducted if the Expo is called off because of fire, an act of God, an act of a public enemy, a strike, an epidemic, a law or regulation of public authority or any other act beyond the control of JPdL or WDSO which makes it impossible or impracticable to hold the Expo.

INSURANCE

The Exhibitor shall obtain the necessary insurance coverage against property loss or damage, personal injury and death, as well as any liability arising therefrom (minimum \$2 million). This insurance certificate must cover JPdL International, WDSO and the Palais des congrès de Montréal.

ADMISSIONS

All persons visiting the exhibits will be admitted according to the Expo Rules and Regulations as issued or amended by the authorized WDSO and/or JPdL representatives.

RULES AND REGULATIONS

The Exhibitor agrees to abide by all other provisions of these Rules and Regulations, and with fire regulations and all other regulations of governmental agencies and the Facility. It is expressly understood and agreed by the undersigned Applicant that the Expo Rules and Regulations, as issued or amended by WDSO, are hereby made an integral part of the Contract and of the Agreement between the Applicant and JPdL for this reference and to the same extent and effect as if said Rules and Regulations were set forth in full in the contract.

UNION RESTRICTIONS

The Exhibitor agrees to abide by all local union requirements, if applicable, for work involving installation and dismantling of exhibit space.

MANDATORY INFORMATION ON ONLINE FORM

I have read and agree with the Terms and Conditions

By signature above the individual signing this contract represents and warrants that he/she is duly authorized to execute this binding contract on behalf of named Exhibitor.

PLEASE RETURN THE SIGNED COPY by email to WDS2017expo@jpd.com or by fax to: 514 287-1248.

For any requests, please contact Marjorie Lavoie at 514 287-9898 ext. 344

SIGNATURE BY AUTHORISED REPRESENTATIVE

Date: _____

FOR USE BY WDS 2017

Booth Space Requested: _____

Total Rental Fee: _____

Total Square Feet (or Square Meters): _____

Booth Space Assigned: _____

Accepted by WDS 2017: _____

Date: _____