



1970's



1980's



1990's



2000's



2010's



2020
APRIL 19 - 22

2020 BIA Conference – Toronto

Trade Show Booth Application – April 19–21, 2020

Please complete and return the following document to: conference@obiaa.com

Or follow this link for credit card registration: TICKETPRO REGISTRATION LINK

https://secure.ticketpro.ca/?lang=en#def_1348742406

Contact Person:			
Organization Name:			
Address:			
Telephone:			
Email:			
Booth Preferences:	First booth preference #		Second booth preference #

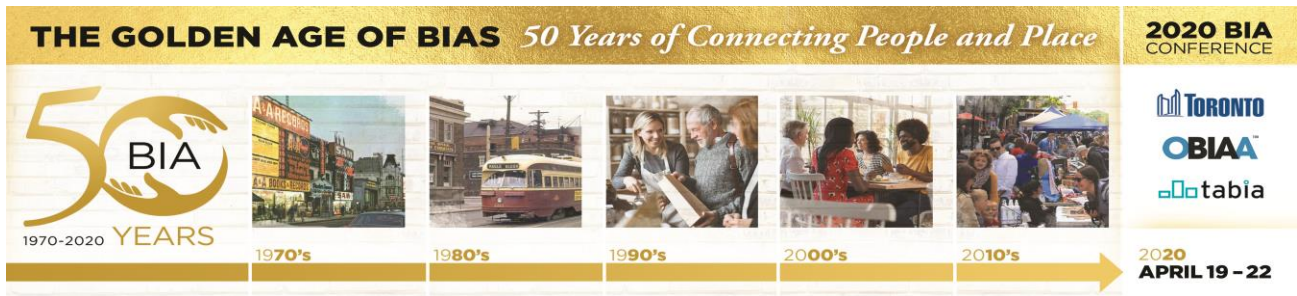
Booth preferences will be taken into consideration, but are not guaranteed

Option A – Premium Booth – 8' x 10'						
Location: Plaza A, B, C (Plenary)						
Description (Sun-Tues)	Cost (net)	Registration Fee (online)	HST	Total Pricing	Qty	Total Amount
Vendor Booth	1,500.00	10.00	195.00	\$1,705.00		
Food Package/Per additional attendee	400.00	10.00	52.00	\$ 462.00		
Gala/Person (optional)	100.00	8.00	13.00	\$ 121.00		
Total HST:				Total of Payment:		
Cheque #:				Total cheque:		

Option B – Foyer Booth – 8' x 8'						
Location: Foyer						
Description (Sun-Tues)	Cost(net)	Registration Fee (Online)	HST	Total Pricing	Qty	Total Amount
Vendor Booth	1,250.00	10.00	162.50	\$1,422.50		
Food Package/ Per additional attendee	400.00	10.00	52.00	\$ 462.00		
Gala/Person (optional)	100.00	8.00	13.00	\$ 121.00		
Total HST:				Total of Payment:		
Cheque #:				Total cheque:		

Included in Registration:

One (1) booth with pipe and drape, one (1) Food Package, access to sessions & hospitality suite, ten (10) drink tickets for Trade Show Reception as giveaways to delegates ,listing in program, verbal & visual onsite mention(s), opportunity to contribute to delegate bags.



Specifics:

Each booth will consist of one (1) 4ft dressed table, one (1) chair (unless otherwise requested), pipe, drape, and power. Public Wi-Fi is available complimentary, but if you require guaranteed secure Wi-Fi there will be an additional cost which can be arranged on site directly with the venue. You are invited to provide your own chattel and décor, providing it does not exceed the booth size and does not damage the venue i.e. no taping or nailing to the venue’s infrastructure.

Additional costs:

Additional attendees must purchase a Food Package at \$400.00++ per additional person. Booth cost only includes Food Package for one (1) person. *(Please note the venue does not permit outside food.)*

Should you wish to attend the gala, tickets are available to purchase for \$100.00++ per person.

Payment:

All payments can be made through Ticketpro.

Letter of Confirmations and Contract:

Once your application and payment have been received, OBIAA will forward you a Letter of Confirmation and a Contract. Please complete these documents and promptly return to OBIAA with your Certificate of Insurance (COI) for a minimum of \$2 million dollars stating OBIAA as co-insured.

Set up/tear down:

Set up will be Sunday, April 19 starting at 12:00pm. Please note the Conference goes live at 4:30pm. Tear down will be Tuesday afternoon (exact time TBD).

Closer to the date, a package will be sent to you via email with instructions, including your load in time for use of the dock. We ask that you label all your totes/boxes and bring your own dollies/trolleys. The venue will NOT accept or be liable for any items sent in advance. Tear down will be on Tuesday afternoon. Specifics will follow closer to the date.

Accommodation:

Please book your accommodation directly with the Delta Hotels by Marriott Toronto Airport & Conference Centre.

Address: 655 Dixon Rd Toronto M9W 1J3

Phone: 416-244-1711

Booking Code: “BIA” (expires March 25, 2020)

Book Online: [Book your group rate for 2020 BIA Conference](#)

Auction/Prize Donation:

Please consider donating an item to our Gala Auction, open during the Gala Awards Dinner. You will be given recognition. Kindly send an image, description, and value to conference@obiaa.com prior to Friday, April 10, 2020. On set up day, please bring your auction item(s) to the registration desk with your business name attached.

Tax receipts will not be issued for your donation/gift in kind.