



Saturday and Sunday  
May 15<sup>th</sup> and 16<sup>th</sup>  
10am – 5pm  
Fernwood Community Centre

## REGISTRATION FORM

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

Business name: \_\_\_\_\_

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

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

\_\_\_\_\_

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

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

What services do you offer?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Would you like to donate a door prize? \_\_\_\_\_

How would you like to participate? Circle one

Exhibitor

Workshop Presenter

Both

Event Fee structure

Early Bird (before April 1<sup>st</sup>):

Exhibitor space 7' long x 5' deep \$100

Exhibitor space 4' long x 4' deep \$75

After April 1<sup>st</sup>:

Exhibitor space 7' long x 5' deep \$150

Exhibitor space 4' long x 4' deep \$100

(free for exhibitors) Workshop presenter fee \$40

Table and chair rental \$10


Total Fee

--

*No refunds after April 15<sup>th</sup> space may be transferred to another approved party*

Send Checks by mail or drop off cash:

Andrea Mattson

Red Gate Intuitive Arts Centre

2033 Belmont

Victoria B.C.

V8R 3T6

I have read and understand the terms and conditions.

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

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

## Terms and Conditions

Set up will commence at 9am Saturday May 15<sup>th</sup> and everything must be in place for the doors opening at 10am. The exhibitor's booth may be left over night. The exhibitor responsible for any lost or broken or stolen items. Doors will re-open on Sunday Morning at 9:30am. Everyone must have all of their items removed from the community centre by Sunday at 6pm.

Exhibitors and Presenters will receive two (2) free passes to the event per booth/workshop. Names may be put on the guest list the day of the Energy Expo.

Presenters will be chosen by experience, relevance to event, popular interest and presentation skills with priority given to those exhibiting. Not all that apply will be selected, only those selected will be asked to submit a fee (free for exhibitors). Monies collected by presenters will be used for the creation and publication of the Energy Expo program that will be handed out at the door. Workshops must be 50 minutes in length.

Exhibitors are responsible for making their space look good. Remember to bring table clothes, business cards/flyers, signage, profile, tables, chairs and all other materials to enhance your booth with personality and expression.

No refunds will be given after April 15<sup>th</sup> 2010. Your space may be transferred to another party with approval from Energy Expo.

Posters and Handbills will be provided upon request. If you take them, you are responsible for putting them up. The best way to advertise is through word of mouth, so call and email your friends and have them come visit you at Energy Expo.

Parking is available at the Fernwood Community Centre and it is wheel chair accessible.

Presenters must show up to Energy Expo 1 hour prior to their workshop and be ready to start on their assigned time.

Spaces will be assigned once the registration form and fees have been received. Map subject to change.

	7'x5'	5	6	7	8	9	10	11	12	13	
3											14
2											15
1											16
											17
Kitchen	26	25	24	23	22	21	20	19	18		

4'x4'	28	29	30	31	32	33	34	35	36	37	
27	48	47	46	45	44	43	42	41	40	39	38