

Health, Vitality and You;

A Wellness Show

Saturday, February 20, 2010

9am-6pm

Scugog Community Center

1655 Reach Street, Port Perry, ON

Dear Exhibitor,

It has been some time since Port Perry has experienced a Health and Wellness Show. We at Therapeutic Grace have decided to host an interactive expo called Health, Vitality and You! We are encouraging local practitioners, businesses and individuals within the health care industry to come together to promote, sell and market their business for this one day event, on Saturday, February 20, 2010 at the Scugog Community Center (1655 Reach Street, Port Perry) 9am-6pm.

You are eligible to participate if you are currently offering services, products or goods that encourage a healthy lifestyle, healthy environment, and general wellbeing. We are trying to make this show as interactive as possible, with demonstrations, mini-treatments, products/goods for sale, sampling, guest and keynote speakers.

A Standard Booth is \$160.00 or a Small Booth is \$120.00. These rates include drapery, electrical outlets, tables, chairs, complimentary coffee and tea (during the show and show set-up) 3 exhibitor (free entrance) passes, posters, promotional coupons/ads, a direct mailing campaign and exposure on our website.

How do you get on board with this community education and information outreach? Simply register as an exhibitor before December 15, 2009 and save up to \$20.00 off the price of your booth! Exhibitors will be determined on a first come-first served basis and there are a limited number of booths available per modality/service. You will find the application attached to this letter, please send your completed forms to the contact information below.

The intention of this show is to raise awareness of the different modalities of health care available in our community and to provide information and education to our neighbours. It is an incredible opportunity for you to network with others in the health care industry, promote your business, market your services and sell your products. Please consider taking part Health, Vitality and You!

Yours in health care,

Juli Conard
Angela DeLuca
Lisa Mantifel
Susan Kern

A portion of all proceeds will go to Loving Arms, a charity helping children in Guatemala.

www.lovingarms.ca

Health, Vitality and You;

A Wellness Show

Saturday, February 20, 2010

9am-6pm

Scugog Community Center

1655 Reach Street, Port Perry, ON

Registration, Show Information and Show Policy **Register before December 15, 2009 and save up to \$20.00!**

Company Name: _____ Contact Person: _____
Address: _____ City: _____ Province: _____
Postal Code: _____ Email/Website: _____ Phone: _____

Booth/Service Description:

Size of Booth required?

- Standard Booth \$160.00 (*\$140.00 if booked and paid in full by December 15, 2009*)
- Small Booth \$120.00 (*\$110.00 if booked and paid in full by December 15, 2009*)

Rates include standard black drapery, electrical outlet (if ordered with your registration), one 8' table, two chairs, maintenance/cleaning of public areas, complimentary coffee and tea, exhibitors guide, 3 I.D. badges/free passes, posters, promotional coupons/invitations and promotional ads, a direct mail campaign and website exposure.

Is Hydro required?

- Yes
- No

Is Drapery required?

- Yes
- No

I.D. Badges:

All booth personnel must wear I.D. Badges during the show. This allows the staff; volunteers and guests identify you and link you to your booth. Please list the names of those who will be in need of I.D. Badges. (3 are included with the cost of your booth and include free entry to the Show).

1. _____
2. _____
3. _____

I, the undersigned, hereby submit my registration to be an Exhibitor at Health, Vitality and You, a Wellness Show. I have read the registration information and the Show Policy. I understand and accept all the requirements of me as an exhibitor in the Health, Vitality and You, a Wellness Show.

Name (printed): _____

Signature _____ Date: _____

Welcome!

Thank you for choosing to be a part of Health, Vitality and You! You are important to us, and we will do all we can to help you maximize your return on this investment and your confidence placed with us. Please feel free to contact us at any time to help serve you better.

Who to Contact?

We are here to help. Before the Show, please contact us at 905-985-2006 or info@therapeuticgrace.com . During the Show, please call 905-447-7939. You can visit us and find links to other participating exhibitors on our website at www.therapeuticgrace.com .

Show Producer	Juli Conard	905-985-2006 ext.1
Office Manager	Angela DeLuca	905-985-2006 ext. 2
Marketing Manager	Lisa Mantifel	905-985-2006 ext. 3
Show Consultant	Susan Kern	416-274-9365

When you arrive:

Please check in at the front desk located inside the front door of the Community Center for the location of your booth. This is important since there may have been some last minute changes. You will be given your I.D. Badges, directed to your booth location, and be shown where to unload. Please remember that your booth display must be ready by 8am on February 20, 2010. Please plan accordingly.

Payment:

A \$50.00 deposit is required to hold your booth space immediately. If you register and pay in full for your booth by December 15, 2009 you will receive the discount. Please make cheques payable to Therapeutic Grace. Please email your completed registration and deposit to info@therapeuticgrace.com or by mail to:

Therapeutic Grace
Box 3429
Prince Albert, ON
L9L 1C3

Set up:

You will be able to move into your booth on Friday February 19, 2010 at 4pm. You will be expected to have your booth set up no later than 8am on Saturday February 20, 2010.

Take Down:

February 20, 2010 6-10pm (after the close of the show).

Food and Refreshments:

There will be a food service at the Show. They will be preparing soups, sandwiches and decadent treats. They will be providing complimentary Coffee and Tea for Exhibitors both during the show and during set up. Please bring your own mug, and wear your I.D. badge to receive this service.

Damage to Property:

Painting, nailing, drilling or screwing to the floor, walls or any other part of the building is not permitted. We suggest you use double-sided tape or duct tape to secure carpet, signage and electrical cords.

Fire Prevention and Safety:

All displays must comply with fire regulations. Clear passageway to all exit doors must be maintained at all times. All extension cords or wiring must be at least 3-wire, and securely fastened to the floor. There is NO smoking in the Scugog Community Center. Do not set up displays outside of your booth limits, as this may obstruct aisles, emergency exits, and other exhibitor booths.

Noise, Fumes, Odours

Please be considerate of your neighbouring exhibitors. Please maintain a reasonably low volume (re: CDs, DVDs) and avoid objectionable fumes and odours.

Insurance:

Neither Show Management nor the Scugog Community Center will accept responsibility for injury to persons, loss of or damage to products, exhibits, equipment or decorations by fire, accident, theft or any other cause while in the facility. Exhibitors must provide adequate insurance for their own personnel and belongings against all such hazards. Consult your insurance agent regarding a low-cost "rider" that can be added to your policy.

Default in Occupancy:

Any exhibitor failing to occupy space registered for is not relieved of the obligation to pay full rental of such space. If not occupied by 7am on February 20, 2010, such space may be possessed by Show Management and re-allocated or re-assigned for such purposes as they may see fit.

Cancellation Policy:

If you have been accepted into the show, it may mean that another applicant in your field has been turned down. We require a \$50 deposit on your booth space and that translates as a commitment from you. If we receive written cancellation notice before February 1, 2010, there will be no penalty. If you cancel after February 1, 2010, you will forfeit your \$50 deposit. If there are circumstances beyond your control which force you to cancel, please let us know immediately. All of our cancellations are reviewed on an individual basis.

NSF Cheque Policy:

All cheques will be held pending acceptance. All cheques not honoured for whatever reason will be subject to a \$25.00 Service Fee. Your rental space will be forfeited unless you provide a Certified Cheque with the \$25.00 Service Fee included within 5 business days of your notification.

Show Cancellation by Management:

If Show Management should be prevented from holding the show by any cause beyond their control, or if they cannot permit the Exhibitor to occupy their rented space due to circumstances beyond their control including, but not limited to, strike, fire, civil disobedience, inclement weather, lockouts, or acts of God, Show Management will refund to the exhibitor the amount of rental paid, less a proportionate share of the Show expenses incurred at the date of cancellation, and Show Management shall have no further obligation or liability to the Exhibitor.