

EXHIBIT SPACE APPLICATION AND CONTRACT

EPEX 2024: OPI Conference & Trade Show
Best Western Plus Lamplighter Inn & Conference Centre
591 Wellington Road S, London, Ontario N6C 4R3

June 5 – 6, 2024

The undersigned hereby applies for Exhibit Space at EPEX 2024: OPI's Conference & Trade Show, to be held at the Best Western Plus Lamplighter Inn, London from June 5 – 6, 2024.

Booth price per space: Members \$800 + HST (includes breakfast, lunch and breaks)

Booths will be assigned on a first-come; first-served basis, so the best spaces will go to those who submit their contracts and accompanying payment in full. No assignment will be made until the completed contract and full fee, as above, are received.

Once layout is complete for Tradeshow area, choices will be made on a first submitted forms basis.

Company: _____ Primary Contact: _____

Address: _____

Phone: _____ Email: _____

Each booth will include one skirted 6' table, two chairs. Electrical power is included in your fee. Any other requirements must also be specified in writing.

One (1) complimentary convention registration per booth is included in the price of your rental. All delegates, including exhibitors working in the Trade Show area, must be registered to attend the conference. One additional Exhibitor badge can be purchased for \$275 + HST.

Exhibitor Name for Name Badge: _____ Additional Name: _____

Installation and Dismantling of Exhibits: Move-in may begin at 8 am on Wednesday, June 5th and must be set up by 4:00 pm on that day. Dismantling may begin after the closing remarks on Thursday, June 6th and must be completed by 9:00 pm. Exhibitors are expected to attend their displays on: Wednesday 5:00 pm to 8:00 pm and Thursday 8:00 am to 5:00 pm. The evening dinner will be held in the exhibit area on Wednesday, as will breakfast, all coffee breaks and luncheon.

Regular hotel security will be on duty after exhibit hours, however the responsibility for safeguarding your exhibit and its contents are yours.

<input type="radio"/> Booth Rental	\$ _____	Subtotal	\$ _____
<input type="radio"/> Additional Exhibitor	\$ _____	HST (13%)	\$ _____
		Total	\$ _____

VISA/MC _____ Expiry ____/____ CVC _____

E-Transfer to opi@ontariopetroleuminstitute.com

Signature _____ Date: _____

PAYMENT IN FULL MUST ACCOMPANY THIS APPLICATION TO HOLD YOUR SPACE.

Make cheque payable to: Ontario Petroleum Institute Inc.
Mail to OPI, 88 Sparky's Way, St. Thomas, ON N5P 0G1 Tel: 519-680-1620
Email: opi@ontariopetroleuminstitute.com