



EXHIBITOR INFO 2017

10 SEPT 2017

- **Wood & Forest** exhibits are restricted to products and services related to the forest.
- Exhibitors must apply no later than 20 August 2017.
- Exhibition spots will be allocated according to application date received (first come, first served).
- The organizers reserve the right to accept or reject any application in order to ensure sufficient diversity and proper management of the space available. All registrants will be advised of their status within 10 working days from the date of their application being received.
- Registration rates are shown in the Exhibitor Application Form. All payments must be received by 30 August 2017.
- Checks must be made out to **Boisés Est enr.**
- Registered exhibitors will be allocated 10 ft. X 10 ft. spaces (multiple spaces available).
- The organizers will try to accommodate exhibitors' preferences regarding locations but provide no guarantee in this regard. Early registration will be an advantage.
- Exhibitors are expected to provide their own tents, tables and chairs. Those who absolutely require electricity should contact the Exhibitor Agent as early as possible.
- All exhibits must be in place and all vehicles removed by 9:30 am Sunday, 10 September 2017 unless specifically authorized by the organizers.
- Exhibitors must keep their exhibits open throughout the duration of the event (10:00 am to 5:00 pm). They can pack up as of 5:00 pm, when vehicles will be allowed back on the site.
- Boisés Est and the Riceville Agricultural Society, which owns the grounds, deny any responsibility for any damage or loss incurred by the exhibitors' shelters or goods.
- All exhibitors will receive a sign indicating the theme they have selected as their particular link to the forest (see Application Form). They will be expected to display this sign at their booth.
- Exhibitors have no obligation to have a booth wholly dedicated to forest-related products or services. The booth is expected, however, to include some illustration of the selected theme.
- Exhibitors are invited to promote **Wood & Forest** and their participation in the event at their place of work and in their promotion media, including their web page, Facebook page and other social networks. In exchange, Boisés Est will reciprocate for their forest-related activities.
- Exhibitors who are members of Boisés Est will be invited to identify themselves as such at their booth. They will receive the necessary sign.
- All exhibitors commit to be as eco-responsible as possible.
- By signing the Exhibitor Application Form, exhibitors in the **Wood & Forest** event agree to abide by all the above-mentioned conditions.