



ONTARIO FEDERATION OF LABOUR CONVENTION 2017 Exhibitor Display Application Form

NOVEMBER 20 - 24, 2017
SHERATON CENTRE TORONTO HOTEL

REGISTRATION FEE: **\$500.00/booth**
REGISTRATION DEADLINE: THURSDAY, NOVEMBER 9, 2017

What should be enclosed in your application?

- Completed application form with the full names of **maximum two persons** who will be at the booth. The OFL only issues two badges per booth.
- Signed Equality Statement.
- A cheque for \$500.00, made payable to "OFL Convention".
- Payment and application must be received at the OFL by Thursday, November 9, 2017.

Additional Information

The OFL Convention's vendor display area is located in the grand ballroom foyer at the lower concourse level at the Sheraton Centre Toronto Hotel. Set-up is from 3:00 pm Sunday, November 19 **or** 8:00 am Monday, November 20. Tear down of displays will take place Friday, November 24 by 2:00 p.m. Vendors are responsible for the clean-up of their area.

Exhibitor tables and locations will be assigned by the OFL. Only set up at your assigned location.

A standard display area includes a 6-foot table and seating for two persons.

Should you require an electrical connection or A/V, please contact Melody Artounian at the Sheraton Centre Toronto Hotel at: melody.artounian@sheraton.com. All electrical or A/V requests and other equipment orders are the responsibility of the union or organization requesting it.

The Convention is a scent-free and nut-free environment.

Exhibitor display items/materials are the responsibility of the union or organization. The OFL is not responsible for lost, damaged, or stolen booth or personal items. No security services are available.

Display Materials Policy A Canadian-made product and a union label or proof that union labour was utilized to produce your items for distribution or display are essential. Non-compliance with the aforementioned will result in removal of your display from the Convention area. No refunds will be considered under these circumstances.

"Green" Policy The OFL strongly encourages all Exhibitors to reduce the environmental impact of their displays and collateral. Please consider reducing or eliminating printed materials through the use of website links, shipping only display samples, and taking orders on-line. All packing materials should be fully recyclable through the Sheraton Centre Toronto's recycling program.



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REGISTRATION FORM

Please print clearly

Union/Organization: _____

Name of Contact: _____

Mailing Address: _____

Telephone: _____

Cell: _____

Email: _____

Exhibitor tables and locations will be assigned by the OFL. Only set up at your assigned location.

Signature: _____

Date: _____

Person(s) at table:

Name: _____

Name: _____

Please complete and return to:

Amalia Savva
Ontario Federation of Labour
202-15 Gervais Drive
Toronto, ON M3C 1Y8

For any questions or concerns, please contact Amalia Savva at asavva@ofl.ca 416-441-2731