



**ONTARIO
FEDERATION OF
LABOUR**

**ONTARIO FEDERATION OF
LABOUR
CONVENTION 2023
Exhibitor Display Application Form**

**NOVEMBER 20 - 24, 2023
SHERATON CENTRE TORONTO HOTEL**

REGISTRATION FEE: \$500.00/booth
REGISTRATION DEADLINE: FRIDAY, NOVEMBER 3, 2023

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 Friday, November 3, 2023.

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 p.m. Sunday, November 19 or 8:00 a.m. Monday, November 20. Tear down of displays will take place Friday, November 24 before 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 Helen Suh at the Sheraton Centre Toronto Hotel at Helen.Suh@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.

Registration is also available online at <https://cvent.me/Qd5mab>.

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 online. 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: _____

Organization's URL/Website: _____

**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:

Magy Lofoli/Cassandra Julal
Ontario Federation of Labour
895 Don Mills Road
Suite 600, Tower Two
Toronto, ON M3C 1W3

Or via email to:

convention@ofl.ca or info@ofl.ca

For further information please contact:

convention@ofl.ca or info@ofl.ca