

# CACP 112<sup>th</sup> ANNUAL CONFERENCE

## Booth Confirmation and Agreement Form



As outlined in your confirmation letter, this is your **Booth Confirmation and Agreement Form**. Please complete the information below and then **sign and return** to confirm you have read and accept the terms and conditions outlined in the Rules and Regulations within the Exhibitor Services Kit.

**Please complete:**

Primary Contact Name: _____	Title: _____
Company Name: _____	Address: _____
Tel: _____	E-Mail: _____

**IMPORTANT NOTE:** The information as provided above will be used in promoting your company in on-site materials. Please ensure our records are correct or provide the information you would like published.

**Confirmed booth number(s):** \_\_\_\_\_

**Booth Representatives:**

Each booth purchase includes complimentary registration for **two booth personnel** as well as food and beverage on the exhibit floor. Name badges will be provided for the individuals identified on the Exhibitor Personnel Registration Form (Exhibitor Form No. 2) to a maximum of four (4) per booth purchased. Additional booth personnel may be registered at \$300.00 per person plus HST.

**Cancellation:**

As outlined in the Exhibitor Services Kit and the Rules and Regulations, any notice of cancellation must be submitted in writing to *Taylor & Associates*. Once an application has been accepted, 50% of the rental rate for each booth space is non-refundable regardless of the date of notice of cancellation. **No refunds** will be given for cancellations received **after March 31, 2017**.

**Agreement:**

It is agreed that the space assigned to \_\_\_\_\_ (*company name*) is acceptable and that the exhibit space is subject to the terms, conditions and Rules and Regulations as set forth by the Canadian Association of Chiefs of Police and its organizers.

*The information as indicated above is correct. Please confirm our participation as outlined.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*Authorizing Signing Officer*

**Return this form, no later than June 16, 2017 to:**  
**CACP Annual Conference 2017**  
*c/o Taylor & Associates*  
11 – 5370 Canotek Road, Gloucester, ON K1J 9E7  
Tel: 613-747-0262 Toll Free: 800-853-4494 Fax: 613-745-1846  
Email: [cacp@taylorandassociates.ca](mailto:cacp@taylorandassociates.ca)