EXHIBIT SPACE APPLICATION AND CONTRACT

52nd ANNUAL OPI CONFERENCE & TRADE SHOW
Caesars Windsor, Windsor, Ontario, Canada
October 23-25, 2013

The undersigned hereby applies for Exhibit Space at the 52nd OPI Conference & Trade Show, to be held at Caesars Windsor, from October 23-25, 2013. We agree to comply with all regulations and conditions for the Conference set forth by OPI. Payment for booth(s) must accompany this application. This contract can be cancelled on or before September 6, 2013. After this date, booth rental fees may be refunded, less a $100 service fee, provided that the space can be resold.

Booth price per space: Members $750 Cdn + HST (includes lunch both days)
Non-Members $855 + HST (includes lunch both days and **OPI Membership for 2013-2014**)

Because of the site configuration we will get the booth layouts to all interested parties as soon as possible.

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. Thank you

Company: _____

Address: _____

Telephone: _____ Fax: _____ Email: _____

Contact: _____ Title: _____

Each booth will include one skirted 6' table, two chairs and back and side curtains. Electrical power is NOT included in your fee. Power at 120V, 15 amps is available at $125 + HST per booth and must be specified below. Any other requirements must also be specified in writing.

O Yes I require electrical power O No I will not require power

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 after noon on Wednesday, October 23 and may continue until 5:00 pm on that day. Dismantling may begin after the Friday Luncheon and must be completed by 4:00 pm that day. Exhibitors are expected to attend their displays on: Wednesday 5:00 to 7:30 pm; Thursday 9:00 am to 7:30 pm; Friday 9:00 am to 12:00 noon. The evening receptions will be held in the exhibit area on Wednesday and Thursday, as will all coffee breaks and luncheons on all days.

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

O Booth Rental $_____ O Additional Exhibitor $_____

O Electrical $_____ Total $_____

VISA/MC _____ Expiry _____/_____ Security Code on Back of Card ____

Signature _____ Date: _____

PAYMENT IN FULL MUST ACCOMPANY THIS APPLICATION TO HOLD YOUR SPACE.
Make cheque payable to: Ontario Petroleum Institute
Mail to OPI, #104-555 Southdale Rd. E., London, ON, Canada N6E 1A2. Tel: 519-680-1620 Email: opi@ontpet.com
HST #R104001458