

EXHIBITOR PROSPECTUS

**AUTISM VANCOUVER
BIENNIAL CONGRESS 2011**

Autism through the Lifespan

APRIL 8th – 9th 2011

Vancouver Convention Centre,
Vancouver, British Columbia



Sponsored by



www.autismvancouver.com

INVITATION TO ATTEND

It is my pleasure to invite your organization to participate as an exhibitor at the **Autism Vancouver Biennial Congress 2011**. We have an exciting venue planned this year.

This educational Congress will be held at the **Vancouver Convention Centre** in Vancouver British Columbia and will highlight two tracks of daily Congress: Biomedical and behavioral approaches. Our approach this year will be to feature speakers that focus on bringing tools and information that can be used in the classroom, at home and wherever it is needed most.

Our expo hall will feature vendors with products, services, non-profit agencies and micro-enterprise entrepreneurs who are on the autism spectrum. We are confident that the venue location and facilities will make a fantastic showcase for your company and product.

On behalf of the planning committee, I look forward to welcoming you to Vancouver!

Jeunesse Francis

Exhibit and Sponsor Liaison
Autism Today

T: 1-866-9-AUTISM (1-866-928-8476)

E: Jfrancis@autismtoday.com



ATTENDEE PROFILE

Attendance is expected to be 400-500 registrants. The Congress is being marketed to the Canadian and US audience. The professions represented will be:

| | |
|-----------------|---|
| • Teachers | • Health Professionals interested in topic |
| • Nurses | • Family and support staff for people with autism |
| • Parents | • School Aids (in classroom) |
| • Therapists | • Language pathologists |
| • Psychologists | • Physicians |

THE VENUE

Vancouver Convention Centre <http://www.vancouverconventioncentre.com/>
1055 Canada Place
Vancouver, British Columbia
V6C 0C3 Canada

A limited number of rooms have been reserved for this meeting at a special rate of \$ (plus tax) for single / double occupancy.

Airport & Ground Transportation

Located approximately 20 minutes from downtown Vancouver
Vancouver Airport web page: [Vancouver International Airport](#) (YVR)

[TransLink](#) provides city transit for tourists and residents seven days a week via buses through its rapid transit system, SkyTrain. With the opening of the [Canada Line](#), the Skytrain's newest line, travel between the Waterfront Station and Vancouver International Airport has been significantly reduced to 26 minutes per one-way trip. This allows for a more convenient trip for international travelers to and from downtown Vancouver.

In addition, [Via Rail's](#) western transcontinental train follows Highway 1 from Vancouver to Kamloops. [Amtrak's](#) Pacific Northwest route travels daily between Seattle and Vancouver.

EXHIBIT OPPORTUNITIES AND FUNCTION SUPPORT

The sales and marketing committee is pleased to invite you to participate in this educational event that brings the behavioral and bio-medical approaches for real-life skills to support and assist professionals and families of people with autism.

- | | |
|---|--------|
| [] Premium vendor (10 ft. x 10 ft. area, with drape) | \$1195 |
| [] Standard vendor (6 ft. x 5 ft area, no drape) | \$695 |
| [] Non-Profit & Micro Enterprise (same as standard) | \$395 |

If your organization is interested in supporting a food & beverage function of the Congress please e-mail Jeunesse Francis at jfrancis@autismtoday.com. Please note that the food and beverage functions are handled separately from exhibits.



EXHIBIT HALL DETAILS & ENTITLEMENTS (Quick Reference)

| | |
|--|--|
| Venue & Shipping Address | Vancouver Convention Centre 1055 Canada Place Vancouver, British Columbia V6C 0C3, Canada http://www.vancouverconventioncentre.com/ |
| Storage / Label | Please contact us for this information |
| Location of Exhibits | |
| Time Schedule | Set-up: April, 8 -10, 2011; 7:30 am – 5:00 pm |
| Details of “standard” space | Space of 10 ft x 10 ft Furniture & electric rented by exhibitor; 2 reps – 1 of which may attend sessions |
| Details of “micro enterprise” space | Space of 10 ft. x 10 ft.; Furniture & electric rented by exhibitor; 2 reps – 1 of which may attend sessions. |
| Security and Manning of Exhibit | Extra security is not provided. However, the room will be locked during closed periods. Exhibits should be manned during breakfast and breaks. Manning exhibits during educational sessions is optional but may there is no additional security provided to unattended tables. |
| Cancellation Charges | Exhibitor cancellations received on or before February 21, 2011 will incur a 20% administrative fee. No refunds for cancellations made after February 21, 2011 |
| Registration & Lodging | Use the Application to Exhibit form to provide information on the company representatives. Reservation for hotel accommodation is the responsibility of the exhibitor. |
| Positioning of Exhibits | Allocation of exhibitor positions will be the responsibility of the Congress coordinator. Priority will be given to those exhibitors who sign up early. In positioning exhibits, we try to be sensitive to issues of competition. |
| Recognition | Exhibitors will be recognized in the Congress manual and additional advertising is available. |

TO CONFIRM YOUR PARTICIPATION AND LEARN MORE

Please complete the appropriate form and fax to Jeunesse Francis at ((780)-416-4330) or email her at jfrancis@autismtoday.com . When the form is received, you will receive a confirmation email and an invoice for payment, if applicable.

PAYMENT DETAILS

- Payment may be made with a check or credit card. Payment is in Canadian Dollars
- If paying by cheque, make the check out to Autism Today.
- Accepted credit cards are VISA, MasterCard and American Express

SPONSORSHIP

If you are interested in sponsorship and opportunities, please contact us. We have several levels of sponsorship that will enhance your presence at the Congress venue extending far beyond the expo and marketplace.



Autism Vancouver Biennial Congress 2011

APPLICATION TO EXHIBIT

Return this form to: **Jeunesse Francis**

T: 1-866-9-AUTISM (1-866-928-8476) F: (780)-416-4330 E: jfrancis@autismtoday.com

2016 Sherwood Dr Suite #100 Sherwood Park, Alberta, T8A 3X3

Phone: 1-780-416-4448

| | | | |
|--|----------|---------------|-----------|
| Authorized person: First Name: | | Last Name: | |
| Position: | | Organization: | |
| Address: | | | |
| State: | Country: | | Postcode: |
| Email: | | | |
| Phone: | Fax: | Web site: | |
| <input type="checkbox"/> Contact me for additional support opportunities | | | |

EXHIBITOR REQUEST

Standard Vendor: (10 ft x 10 ft): \$1195

Standard Vendor: \$695

Non-Profit OR Micro-enterprise: \$395

➤ Exact name to appear in Congress Manual: _____

➤ Please email a brief description of products and services to be exhibited to Jfrancis@autismtoday.com

PAYMENT TYPE:

Cheque: Make cheque payable to "Autism Today." Check MUST be received 2 weeks prior to event.

Mail to the address on top of this form.

Credit Card MasterCard Visa Pay Pal American Express

Amount: _____ Card Number: _____

Name on Card: _____ Security Code (CCV): _____

Expiration: ____/____ Signature: _____

REPRESENTATION : Payment entitles exhibitor to:

| | |
|----|----|
| 1. | 2. |
| 3. | 4. |

I have read and understood the exhibitor terms and conditions, guidelines and responsibilities. My company will abide by them.

Authorized Signature: _____ Date: _____



TERMS, CONDITIONS, CONTRACT RULES AND REGULATIONS

General Information

Autism Biennial Congress 2011 provides access to space, at a cost, to approved exhibitors at its Biennial Congress. Acceptance of an exhibit is in no way to be construed or promoted as an endorsement Autism Vancouver Biennial Congress. As an organization Autism Today encourages its members to fully investigate all possible treatment and support options prior to selecting those they feel most appropriate to their personal situation. Therefore, recognizing the diversity of choices the membership of the Autism Today may make, Autism Today reserves the right to review each Exhibitor's exhibit, distribution materials (if applicable) and presentation materials for possible conflict with this policy of informed consumer choice. Exhibits, ads and materials may also be reviewed for variance from their initial description, poor taste, or possible disruption to the Congress due to noise, method of operation, material or other possible distractions from the character of the Congress. If such is found to be the case, the Exhibitor shall restrict its exhibit as requested or forfeit its exhibit space and immediately dismantle and remove all materials and vacate the exhibit space when requested to do so by an authorized representative of Autism Today and other materials may be disallowed. If the Exhibitor refuses to dismantle and remove all materials and vacate the exhibit space, Autism Today may have all materials dismantled and removed from the exhibit space. If the Exhibitor refuses to take immediate possession of any materials removed from the exhibit space, Autism Today may dispose of the materials without liability to Exhibitor.

Acceptance of Exhibitors

Acceptance of Exhibitors is at the sole and absolute discretion of Autism Today. All applications are accepted by AT subject to the conditions and requirements contained in these Rules & Regulations and within the Prospectus.

Physical Arrangement of Exhibitor

Exhibits shall be arranged so as not to interfere with access to other exhibits, which includes exhibit site-line obstruction and to provide clear and sufficient use of all aisles. Exhibitors are to maintain their exhibits in a clean, orderly and safe manner. In fairness to all exhibitors, the integrity of the show's overall construction must not be compromised. No in-booth tables or displays may be created out of boxes or carrying cases. Autism Today reserves the right to make final booth assignments and will make every effort to assign one of the exhibitor's choices of exhibit space taking into consideration space requirements and competitors. Space assignments will be made on a **first-come, first-served basis**. Autism Today reserves the right to make the final determination of all space assignments in the best interest of the Congress. The utilization of exhibitor's booth space may not exceed 10 ft in height.

Exhibitor's Representative

The Exhibitor will name one individual to act as its authorized representative for all decisions regarding the exhibit throughout the duration of the exhibition agreement.

Sale of Products/Services

Exhibitor is responsible to collect and remit applicable sales and taxes to the State & Federal Government for its sales of products or services. AT has no responsibility to do so and will cooperate with officials of the Government to make available requested information and/or to provide access to such officials to the exhibit area.

Protection of Hall Property

Exhibitors may not tape, paste, thumbtack, mail, or otherwise affix signs or posters to the walls, columns, or booth drape, or hang objects from sprinkler pipes. Any signs or posters leaning against the walls must be properly padded so as not to cause damage.

Limitation of Liability

The Exhibitor releases and waives any claim against Autism Today, its committees, executive board, members, agents, contractors or employees, and their respective board members, facilities, officers, directors, employees, contractors and agents (hereinafter referred to as "Indemnities"), arising from or in connection with any cause whatsoever, including negligence, loss, theft, damage, or destruction of goods, or for any injury to itself, its agents, employees and contractors while in or about the venue location or for any damage of any nature or character whatsoever including any damage to its business by reason of failure to provide space for the exhibit or the removal of the exhibit or for any action of any nature by it or any of them for failure to hold the Congress on schedule. The Exhibitor agrees to indemnify and to hold harmless and defend Indemnities from any losses, claims, liabilities, damages and expenses (including attorneys' fees) arising from whatever cause whatsoever, including without limitation property damage or loss and injury or harm to persons, arising out of or caused by Exhibitor's maintenance, use, set-up, construction, removal and operation of its exhibit and booth, or the acts or failure to act of the Exhibitor and its officers, directors, employees, agents, contractors and invitees while in or about the venue and from any breach of this exhibitor contract.

Security

Autism Today will supply general Security for hours Exhibits are closed. The Indemnities will have no responsibility for the protection of the Exhibitor's booth, materials or displays during the Congress and the Exhibitor hereby releases each of them from any and all claims, losses, damages and expenses arising out of any losses to any thereof. The Exhibitor will arrange for its own security in its booth, as appropriate, at its own expense.

Electrical

Electrical wiring must conform to all federal, provincial and local government requirements.

Fire, Health and Safety

Exhibitor assumes all responsibility for compliance with all federal, state and local regulations and ordinances, including but not limited to those covering fire, safety and health. Only fireproof materials may be used in displays and the Exhibitor shall take necessary fire precautions. Literature on display shall be limited to reasonable quantities. No flammable liquids are allowed in the building and smoking is always prohibited in all areas except those designated by appropriate signage.

