



Northern BC | RENT
Regional Educational Networking Tradeshow
Executive Plaza Hotel – Coquitlam, BC
Thursday, June 15, 2017 | 8:30am – 3:00pm

Trade Show Booking Form

Organization: _____ Phone: _____

Main Contact: _____ Direct Number: _____

Main Contact Email (to receive exhibitor details): _____

Onsite exhibitor name(s): booth attendee 1): _____ 2): _____

Select one of the following Table-top booth options (*space is limited*): **GST # 140614652 RT**

- Standard exhibitor rate: **\$299 + GST = \$313.95**
- 100% local Fort St. John based company / organization exhibitor rate: **\$199 + GST = \$208.95**

Table-top trade show booking includes:

- Prime location within the event space
- Two (2) exhibitors passes / registration for the full day to educational workshops
- Breakfast and lunch included
- Wireless internet access
- (1) x 6' foot skirted table and two banquet chairs, provided by venue

Method of Payment

BCNPHA's use and retention of credit card information conforms to the Personal Information Protection Act.
Please select one of the following:

Option 1: **Invoice**

An invoice will be produced and sent to the email noted above within the week of submission of this form. Full payment is required three weeks prior to event in order to confirm booking.

Cheques payable to: BC Non-Profit Housing Association Suite 220 – 1651 Commercial Drive, Vancouver, BC V5L 3Y3

Option 2: **Credit Card**

Cardholder's name: _____

Credit Card #: _____

Expiry Date: _____ CSC: _____

Signature: _____ Date: _____

Exhibitor Registration

*BCNPHA encourages you to self-register for the event. Please complete the online registration process by **Friday, May 19, 2017** to ensure a name badge will be available onsite.*

CANCELLATION POLICY:

All cancellations must be made in writing and forwarded to BCNPHA events@bcnpha.ca. If cancellation is made ON or BEFORE May 19, 2017, 50% of payment is refundable. All payments and reservations made AFTER May 19, 2017 cannot be refunded.

Please scan and email or fax the completed booking form to:

Email: events@bcnpha.ca **Fax:** 604-291-2636 **Subject line:** Northern BC RENT – trade show booking form