Northeast Teachers’ Convention
Association
ON BEHALF OF THE
ALBERTA TEACHERS’ ASSOCIATION
Doubletree by Hilton, West Edmonton
16615-109 Ave NW
Edmonton, AB T5P 4K8
Phone: 780-484-0821

February 15 & 16, 2018

Exhibit Application Form
Complete and mail / email to Exhibits Chairperson:
Diane Padlesky
Exhibits Co-chair
Box 278
Vilna, AB T0A 3L0
dianepadlesky@gmail.com

Company: ______________________________________________________
Contact Person: ________________________________________________
Address: ______________________________________________________
City:__________________________ Province: _______________________
Postal Code: __________________________
Phone: Business: __________________________
FAX: Business: __________________________
E-MAIL: __________________________
**DISPLAY REQUIREMENTS:**

Please note: Due to the fact that every available space is utilized to accommodate exhibitors, exhibit space sizes will vary. Every attempt will be made to accommodate your exhibit needs.

**Booth / Table Rental Rate:**  **$450.00 (G.S.T. Included)**

Note: Any changes in booth requests must be communicated to the Exhibits Chair by January 20, 2018. Changes made during setup will incur an extra cost. **Electrical outlets are not included in this price.**

---

**Electrical Service is handled by GES**

*Please order through GES directly and pay them directly.*

For electrical and lighting needs contact:

Pam Dyck – 780-469-7767  ext. 323

e-mail: pdyck@ges.com

---

**Exhibit Criteria**

All exhibitors must clearly state what is going to be sold or promoted. **Preference will be given to vendors who promote the teaching profession or public education.**

Please provide a detailed description of either the merchandise you are selling or displaying, or services you provide.

---

- **Security** will be provided Wednesday and Thursday nights.
- **Set up** will begin at 3:00 pm on Wednesday, February 14, 2018, and is to be completed by 8:30 pm. Note that this is a change from previous years.
- **Exhibit Hours** will be as follows: Thursday – 8:00 AM to 4:30 PM and Friday – 8:00 AM to 1:30 PM. **Take down** will begin at 1:30 PM on Friday, February 16, 2018.
- **Cost:** $450.00  All nonprofit organizations will be charged the same fees as other organizations.
- **Accommodation:** All displayers will be responsible for making their own reservations.
- **Draws:**
  
  Will your company **(Circle the appropriate category):**

  A. Contribute merchandise to NETCA’S general draws?
  B. Be doing an independent draw?

  **Note:**
  Information regarding draws will be forthcoming
# Invoice

In account with NETCA  
(Please complete as necessary)

<table>
<thead>
<tr>
<th>Booths</th>
<th>Basic Cost (GST included)</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$450.00</td>
<td></td>
</tr>
</tbody>
</table>

**Electrical Requirements:**  *Please order directly through GES. See GES contact information on page 1*

**Total Payment to NETCA**

Method of Payment [Cheque, Cash or Money Order only]. *We are currently not set up for credit card payment.*

NETCA GST Number: R125143610