

WHEREAS this is a letter of agreement with the Alberta Dental Association and College (ADA&C), operating as the College of Dental Surgeons of Alberta (CDSA), and the Alberta Dental Association (ADA), for exhibitor participation in the Alberta Wellness Summit (AWS) Wellness Expo at the Calgary Telus Convention Centre on June 16, 2023, and June 17, 2023.

WHEREAS the exhibitor agrees to the terms laid out here for their involvement in the Alberta Wellness Summit's Wellness Expo.

IT IS HEREBY AGREED THAT:

1. Exhibitor information

- a. It is understood that all exhibitors must complete the online booth selection request and payment to exhibit as part of the Wellness Expo no later than April 15, 2023.

2. Cancellations

- a. Following the April 15, 2023 deadline, no refunds will be made to any exhibitor who cancels their involvement.
- b. The AWS Organizers have the right to refuse or accept any exhibitor following their application. Any exhibitors who are refused following their application will have their payment refunded within 60 days of the notice of refusal.

3. Timeline for Wellness Expo

- a. Move-in and setup: June 15, 2023 — 3 pm to 8 pm
- b. Expo Set-up: June 16 and June 17, 2023 — 8 am to 9 am
- c. Expo Hours: June 16 and June 17, 2023 — 9 am to 5 pm
- d. Move Out: June 17, 2023 — 5 pm to 9 pm

4. Assignment of space

- a. The Assignment and changes of space allocation for exhibitors is at the sole discretion of the AWS Organizers and is non-negotiable.

5. Subletting of booths

- a. Subletting of booths or partnering with another company is strictly prohibited. This agreement is non-transferrable.

6. Wellness Expo hours

- a. All booths and lounge spaces must be active from 9 am to 5 pm on both June 16 and June 17, 2023.
- b. Exhibitors are not permitted to tear down before 5 pm on June 17, 2023.

7. Signage & display

- a. Exhibitors who have purchased booths are permitted to bring no more than two standard size standing banners or one larger exhibitor banner per 10' x 10' footprint. However, companies are encouraged to bring additional display and promotional pieces that are interactive and drive conversation between exhibitors and attendees.
- b. Additional display items can also be arranged through GLOBAL CONVENTION SERVICES' exhibitor order forms.

8. Shipping

- a. Shipping can be arranged through GLOBAL CONVENTION SERVICES and their exhibitor forms.

9. Exhibitor expo forms

- a. Exhibitor expo order forms from the Calgary Telus Convention Centre's providers will be distributed following confirmation of booth purchase.

10. Solicitation and material distribution

- a. Solicitation and material distribution is only permitted within the exhibitor's contracted space.

11. Outside events and hosting

- a. Exhibitors are not permitted to host attendees or events outside of the Wellness Expo space during the Wellness Expo's operating hours.

12. Food and beverage

- a. The Calgary Telus Convention Centre is the exclusive caterer at the Wellness Expo. If you would like to book food and/or beverage for your booth, please contact GLOBAL CONVENTION SERVICES at (403) 273-8064 or calgary@globalconvention.ca
- b. Sampling of food and beverage is permitted; however, all sampling must be approved by the Calgary Telus Convention Centre and follow their policies. Contact GLOBAL CONVENTION SERVICES at (403) 273-8064 or calgary@globalconvention.ca for more information.

13. Liability

- a. By registering, you hereby agree to indemnify and hold harmless the Alberta Dental Association and College and Alberta Dental Association against any claim made against it for bodily injury or property damage or both arising during your use and occupation of leased premises.

14. Damage

- a. In the case the premises are destroyed, or in case any circumstance whatsoever, which shall make it impossible for the Alberta Wellness Summit Organizers to permit any exhibitor(s) to occupy the premise, the exhibitor shall pay for space only for the period the space was or could have been occupied by such exhibitor(s). The Alberta Wellness Summit Organizers are released from liability of any kind and all claims for damages which might arise in consequence thereof.
- b. In the event that for any reason the exhibition is not held as proposed, the Alberta Dental Association and College and Alberta Dental Association, on refunding all monies received from exhibitor(s), shall be released from all claims for damage.

15. Insurance

- a. All exhibitors are required to carry their own insurance; a minimum of \$2,000,000 and must provide a copy to the AWS Organizers prior to move-in on June 15, 2023.

16. Governing Laws

- a. It is understood that all exhibitors must abide by all laws that stand in the City of Calgary, including municipal, provincial, and federal law.

17. Security

- a. During Expo hours, you are responsible for guarding your booth or lounge space. There will be additional security in the hall overnight to guard the hall however, personal items and electronics should not be left unattended overnight.

18. Meals

- a. Meals for staff can be purchased through the Calgary Telus Convention Centre's exhibitor forms. Meals for staff are not included in the fee for booths and/or lounges.

19. Staffing

- a. Exhibitors will be provided with a maximum of exhibitor badges based on booth size, as outlined in this agreement. These badges provide access to only the Wellness Expo, and not the larger Alberta Wellness Summit.
- b. Exhibitor badges are required to enter the Wellness Expo at all times.
- c. The AWS Organizers reserve the right to withdraw any badges issued to exhibitor's staff.
- d. Badges are non-transferable.
- e. Changes to booth staffing can be made up until June 1, 2023, after that time no changes will be able to be accommodated.

20. Attendee List Distribution

- a. Exhibitors will not receive a list of attendees.

21. Termination

The Alberta Dental Association and College and Alberta Dental Association shall be entitled to terminate this Agreement by delivery of a notice by the email address used to register the Exhibitor declaring such termination, upon the occurrence of any of the following:

- a. Exhibitor breaches or fails to observe or present in a material respect, any of their obligations or responsibilities under this Agreement.
- b. Exhibitor or their staff make any disparaging or harmful remarks in public about dentists, hygienists, the Alberta Dental Association and College, Alberta Dental Association, Canadian Dental Association, or the profession of dentistry.
- c. Exhibitor or their staff commit any act which shocks, insults, or offends the community, or which has the effect of ridiculing public morals and decency.
- d. Exhibitor or their staff is convicted of a crime involving moral turpitude, or acknowledges or is convicted of, harassment, sexual abuse or violence; or
- e. Exhibitor goes bankrupt.

22. Force Majeure

Despite any other provision of this Agreement, if the performance of any obligation under this Agreement is prevented due to acts of God, wars, hostilities, blockades, pandemics, civil disturbances, revolutions, strikes, terrorist attacks, or lockouts, or other events of force majeure, the ADA&C and ADA shall not be responsible to the other for failure or delay in performance of its obligations under this Agreement. Each Party shall promptly notify the other Party of such force majeure condition. The terms of this clause exempt any party from its duty to perform the obligations under this Agreement.

Definitions

'**Exhibitor**' refers to the organization, company or individual who has agreed to this agreement.

'**Exhibit Space**' refers to the space that the exhibitor is entitled to as part of this agreement.

'**Venue**' refers to the Calgary Telus Convention Centre.

'Wellness Expo' refers to the tradeshow as part of the Alberta Wellness Summit.

'ADA' Refers to the Alberta Dental Association.

'ADA&C' refers to The Alberta Dental Association College.

'CDSA' refers to the College of Dental Surgeons of Alberta.

The Alberta Dental Association and College is now operating under the name College of Dental Surgeons of Alberta. This name will become official when Alberta's *Health Professions Act* is amended.