



**10th ANNUAL  
FIRST NATIONS  
NORTHERN HOUSING  
CONFERENCE**

# Exhibitor Information Package

## Celebrating Our 10<sup>th</sup> Anniversary

Thank you for your interest in the 10<sup>th</sup> Anniversary edition of the First Nations Northern Housing Conference & Tradeshow. Please find below some important information regarding deadlines and tradeshow timelines, along with other useful information and contact information for this most successful First Nation Housing event. Please contact The Ad/venture Group at 807-622-1979 with any questions or concerns. Thank you for your time and we look forward to seeing you at the show.

### **Prize Deadlines:**

#### Local Exhibitors:

February 10<sup>th</sup> at 1218 Amber Drive, each business day from 9:00 to 5:00.

#### Out of Town Exhibitors:

Please drop off prizes at their earliest convenience upon arrival at the Valhalla.

### **Payments**

Tradeshow \$450

Or, prize equivalent

Cheques are to be made out to **First Nations Northern Housing Conference**

Mailed to

**c/o The Ad/venture Group  
1281 Amber Dr.  
Thunder Bay, Ontario  
P7B 6M5**

**Payment due upon registration. Booths are distributed on a first come, first served basis.**

### **Trade Show Dates & Times**

Wednesday, February 15<sup>th</sup>, 2012 9:00 am to 5:00 pm

### **Registration and Setup:**

Tuesday, February 14<sup>th</sup>, 2012 7:00 pm – 9:00 pm

Wednesday, February 15<sup>th</sup>, 2012 8:00 am to 8:45 am

**Your booth must be set up by 8:45 am on Wednesday.**

### **Trade Show Take Down:**

Wednesday February 15<sup>th</sup>, 2012 5:00 to 8:00 pm

**Banquet & Meals:**

Your tradeshow registration fee includes two complimentary lunch tickets and two banquet tickets. The banquet follows the Trade Show on February 15<sup>th</sup> and runs from 5:00 until 8:00 PM. Additional banquet and lunch tickets can be purchased at any time, but space is limited, banquet tickets are \$40 per person and lunch tickets are \$15 per person. Any outstanding payment for tickets should be made when you register and set-up for the tradeshow.

**Passport to Prizes:**

Our Passport to Prizes attendance draw is a very popular feature of the Northern Housing Conference. Sponsors and Trade Show participants contribute fabulous prizes to this promotion which are displayed on the Passport to Prizes table throughout the conference for delegates to view.

In order to win, delegates simply bring their Passport to all of the workshops and conference events. At the end of the conference delegates simply fill out their name and contact information on the back of the card and deposit it into the Ballot Box. The draw takes place during the Closing Ceremonies on Thursday February 16<sup>th</sup>.

We will be distributing "hole-punches" to random tradeshow booths throughout the tradeshow day to encourage visiting all of the booths in order to complete their Passport. Once again you can participate in this hugely successful promotion with the donation of prizes. It is a great advertising opportunity and something the delegates look forward every year.

**Technical Specifications:**

We will be forwarding a layout of the tradeshow closer to the event.

All booths are 10' x 8', with a 30" x 8' table covered with a linen tablecloth.

Access to power outlets will be provided but please provide your own extension cords and power bars. If you have any specific requirements, please contact us and we will try our best to accommodate you.

**Other Issues & Questions:**

Please contact us personally at (807) 622-1979 or (807) 627-9702 (cellular) with any questions or concerns. We will be onsite at the Valhalla Inn from February 13<sup>th</sup> – 16<sup>th</sup>; however, we check voicemail regularly.

# 10<sup>th</sup> Annual First Nations Northern Housing Conference Trade Show

February 15, 2012 – Valhalla Inn, Thunder Bay

## Exhibit Space Agreement

Between First Nations Northern Housing Conference and the Exhibitor for: 10<sup>th</sup> Annual First Nations Northern Housing Conference Trade Show, 2012

On:	February 15, 2012	Held at:	Valhalla Inn
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We the Exhibitor, agree to pay First Nations Northern Housing Conference the sum of:	Cost:	\$450 ea	Only payment by cheque is accepted. Your cheque can be made out to <b>First Nations Northern Housing Conference</b>
	Total:		

<p>In lieu of the Trade Show space fee, a sponsorship in the form of a prize with a value equal to or greater than the fee may be made. Please advise The Ad/venture Group if you wish to sponsor a prize, and if so, what specifically the prize will be and its value. <i>Exhibitors are encouraged to pay the fee and also furnish a prize.</i></p>	<p>I would like to sponsor a prize instead of the fee: _____</p> <p>I would like to sponsor a prize in addition to the fee: _____</p> <p><b>NOTE:</b> Those Exhibitors paying the fee and furnishing a prize will have the sponsored prize displayed throughout the week of the conference at each meal, receiving valuable recognition.</p>
Prize:	

Payment is due upon registration. Booths will not be held for longer than two weeks, once this form is received.

Whereby the Exhibitor agrees to exhibit in the above-mentioned show.

Exhibiting Company: _____			
Company Representative Name:	_____	Title:	_____
Signature:	_____	Date:	_____
Accepted for First Nations Northern Housing Conference by Maria D'Angelo	_____	Date:	_____

You have applied for exhibit space. The above signature First Nations Northern Housing Conference constitutes our acceptance of your application and this Agreement is now binding between the parties. Please sign and return one copy. If you do not, within 10 days of the date of acceptance, notify us in writing that you object to any of the terms or conditions of this agreement, then you shall be deemed to have accepted those terms and conditions whether or not you have returned a signed copy of the agreement to us.

**IMPORTANT: Both parties agree to FULL CONFIDENTIALITY of the terms of this agreement.**

**PLEASE RETURN A SIGNED COPY OF THIS AGREEMENT WITH THE SPECIFIED REMITTANCE TO:**

The Ad/venture Group  
1218 Amber Dr., Thunder Bay, ON P7B 6M5  
Tel: (807) 622-1979 Fax: (807) 622-0846 Email: [adventure@tbaytel.net](mailto:adventure@tbaytel.net)

<p><b>IMPORTANT:</b> Please list which products you will be exhibiting:</p>	<p>-----</p> <p>-----</p> <p>-----</p> <p>-----</p> <p>-----</p>
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Access to power outlets will be provided, but please bring any needed extension cords and/or power bars. One 8-foot table with linen tablecloths will also be provided. Please advise us of any further trade show requirements.



# Tradeshow Participant Registration Form

## 10th Annual First Nations Northern Housing Conference

February 15<sup>th</sup>, 2012  
Valhalla Inn, Thunder Bay

Registration Form: **Please fax back to Maria at The Ad/venture Group at (807) 622-0846.**

Organization:			
First Name:		Last Name:	
Title/Position:			
Address:			
City/Province:		Postal Code:	
Telephone:		Email:	
Cell phone:		Fax:	

Your booth fee includes 2 complimentary lunch tickets and 2 complimentary banquet tickets February 15<sup>th</sup>.

Will you be attending the banquet on Wednesday February 15<sup>th</sup>? Yes No (please choose)

Additional Banquet Tickets: \_\_\_\_\_ X \$40 = \$ \_\_\_\_\_

Additional Lunch Tickets: \_\_\_\_\_ X \$15 = \$ \_\_\_\_\_

Payable upon registration to First Nation Northern Housing Conference. Additional Meal Tickets will be available for purchase at registration.

### Hotel Information

Smoking Room	<input type="checkbox"/>	Non Smoking Room	<input type="checkbox"/>	Room Rate	\$110 + 13% tax
Dates Needed (Please check)		Feb 14	<input type="checkbox"/>	Feb 15	<input type="checkbox"/>
Please Guarantee My Room for Late arrival to: Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Diner's Club/Enr <input type="checkbox"/>					
Amex <input type="checkbox"/> Card Number (Important):					
Expiry Date:		Signature:			

Please note the following:

1. All reservations are held until 4 p.m. on day of arrival unless guaranteed to a credit card.
2. Check in time is 3 p.m. & check out time is 1 p.m.
3. Please book your hotel reservation through The Ad/venture Group to ensure the preferred rate.

\*\*\*All extra charges are the responsibility of the Participant.\*\*\*

Travel Information - Quote the following for airfare discount:

Bearskin: FNNHC12	Wasaya: NHC12
1-800-465-2327	1-877-492-7292

Valhalla Inn, 1 Valhalla Inn Road, Thunder Bay - Room Rate \$110/night + 13%  
**Please register directly with The Ad/venture Group - Fax (807) 622-0846 – Phone (807) 622-1979**  
 For additional information visit  
[www.northernhousingconference.com](http://www.northernhousingconference.com).