

# BREAST SHOW IN TOWN

presented by Thermography Clinic (London) Inc.

Saturday, April 18, 2009

London Convention Centre - 300 York Street – London, ON

## EXHIBITOR Form & Outline

<b>8:00 am - 9:30 am</b>	<b>Exhibitor Set-up</b>
10:00 am - 4:00 pm	Open to our guests
<b>10:30 – 12:30 pm</b>	<b>Various speakers &amp; panel discussions</b>
1:30 – 3:00 pm	Keynote speaker – Dr. Noor Muhammad
<b>3:30 pm</b>	<b>Grand Prize Draw – Wholistic Makeover (Value of \$4000)</b>
4:00 pm	Tear down

Contact Person(s)	
Company Name(s)	
Mailing Address	
Email	
Business Phone	Cell Phone -
Website Address	
Product / Service	
Select Booth Location (floorplan attached)	Choice: #1 ____ Choice #2 ____ Choice #3 ____

Exhibitor Fees:	<b>One table with <u>one</u> business</b>	\$185.00 plus \$9.25 gst	= <b>\$194.25</b>
	<b>One table with <u>two</u> business'</b>	\$235.00 plus \$11.75 gst	= <b>\$246.75</b>

**Note** - A receipt will be given that evening.

**Sub-total** \_\_\_\_\_  
**5% GST** \_\_\_\_\_  
**Grand total** \_\_\_\_\_

**Location details:** **Includes:**

- 6' skirted table, 2 chairs and Two tickets for onsite staff
- Website recognition – Company name and Link
- Company recognition in on-site printed materials

**Does not include:** Hydro and A/V requirements can be purchased through the London Convention Centre – forms attached.

**Payment method:** A 50% deposit is due with the application, a \$40 cancellation fee will apply if cancelled before March 9/09. Full payment is due by March 9/09. Applications submitted after March 9/09, MUST include full payment and no refunds will be given.

**Credit Card** - Visa / Mastercard / AMEX \_\_\_\_\_  
Expiry Date \_\_\_\_\_ Security Code \_\_\_\_\_  
**Cheque** \_\_\_\_\_ Payable to: Thermography Clinic (London) Inc.

**Send to:** **FAX:** 1.866.736.1498 **EMAIL:** [info@cleartheway.ca](mailto:info@cleartheway.ca)  
**MAIL:** Bobbi Hoffman - 493 Edward Street - Exeter, ON - N0M 1S1

**What will you be offering to the Grand Prize – The Health Management Makeover – Value must be \$25+**

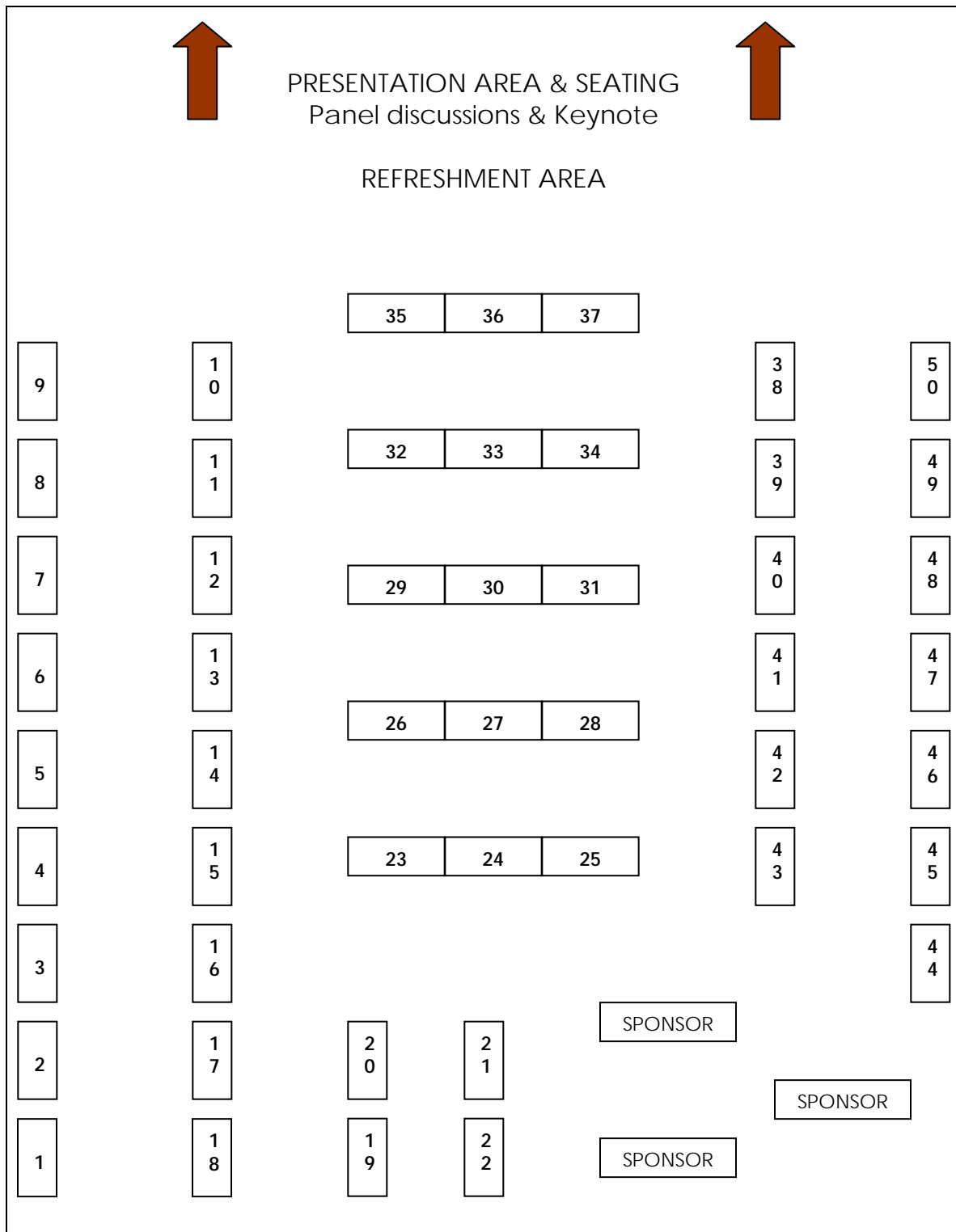
Description	_____
Value	_____

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\*Floor plan is subject to change

# EXHIBITOR

## RULES AND REGULATIONS

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### **Access**

Access to the Loading Dock entrance is off of Wellington Road. The best route is to exit at Wellington Road North from Hwy. 401 and remain on Wellington Road to downtown London. Just after Horton Street you will pass under the railway tracks. Proceed through the traffic lights at York Street and the Loading Dock is just north of York on the right hand side. The Loading Dock is not accessible from Wellington Road travelling south due to a centre boulevard.

### **Advertising – Authority for Logo**

Prior written approval is required for the use of the logotype, trademarks, symbols or trade name or names of the LCC in connection with any production, promotion, service, publication, public statements, public discussions or advertisements.

### **Animals**

Animals, birds or pets of any description on LCC premises require written authorization.

### **Banners/Signs/Decorations**

No holes may be drilled, nails driven, hooks, screws or pushpins tacked into any part of the Centre or its equipment (including tables); this is strictly forbidden.

Under no circumstances may banners, decorations or signs and similar material be nailed, stapled, screwed, taped or attached to ceilings, walls or other painted surfaces. Failure to comply will result in a damage charge to the client. Masking Tape – only on cushion cloth walls, moveable walls and wood surfaces. Funtak – only on painted, glass or wood surfaces. Duct Tape – only on the carpets. Straight Pins – only on the cloth walls.

Signs/banners hung from the ceiling or above three metres on the wall, may require the rental of the LCC scissor-lift and/or a labour charge please refer to **Sign and Banner Installation Order Form S104**.

### **Cleaning Services**

The LCC is the exclusive supplier for cleaning services within the building. Cleaning of meeting rooms, public corridors/common areas, show aisles and restrooms will be provided complimentary. Supplementary charges will apply to **interior booth cleaning** and the removal of bulk trash, crates, pallets, packing material and lumber. Please refer to **Cleaning Service Order Form C105**.

### **Electrical**

For ordering of these services please refer to **Electrical Services Order Form E100**.

# EXHIBITOR

## RULES AND REGULATIONS

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### **Elevators and Escalators**

Passenger elevators are located in the southeast corner of the building and run from the underground parking garage to the second floor. Escalators are located in the main foyer and operate between the first and second floors only. Passenger elevators and escalators are **not** to be used for transporting freight or equipment including easels, chairs, tables etc. Freight elevators are located on the Loading Dock and consist of one truck elevator and three small elevators for transporting all freight or equipment from level to level. For Load Capacity and dimensions please ask contact Catering Department.

### **Exhibit Lighting**

For ordering of these services please refer to Exhibit Lighting Services Order Form E101.

### **Fire and Safety Regulations**

In the event that a portion of the exhibitor's backwall is a "fire exit door", the exhibitor must leave total access to it and may not drape it, cover it or obscure it in any way. Total access must be available from aisles to exits at all times and without obstruction of any kind.

- The following materials shall be flameproof if used for display or decorative purposes: flowers, foliage paper, cardboard, or compressed paperboard less than 1/8 inch in thickness, plastic materials, split wood and bamboo fibres, styrofoam and textiles. Wallpaper is permissible if pasted securely to walls or wallboard backing.
- It is not necessary to flameproof textiles, paper or other combustible merchandise on display for sale, but the quantity used shall be limited to the displaying of one salvageable length.
- The use of an open flame is limited to certain articles of merchandise where the operation of an approved appliance or device definitely helps to promote the sales of such equipment.
- Equipment must be set-up in such a manner to comply with approved safety standards and a suitable fire extinguisher shall be proved on recommendation of the inspector. If at any time the inspector deems such equipment to be operated in a manner dangerous to public safety, he or she shall cancel the privilege of the exhibitor concerned.
- Flame shall not be used solely to attract attention.
- Flammable liquids or gases shall not be stored inside the building.
- Displays must not encroach on exit doorways.
- Boxes, crates and cartons from which merchandise has been removed, must be neatly piled in a storage area.



# EXHIBITOR

## RULES AND REGULATIONS

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### **Floor Load**

The maximum floor load is 100 pounds per square foot.

### **Food and Beverage Services/Concessions**

LCC is the exclusive caterer for all food and beverage services. All arrangements for the serving of food and/or beverages must be made through the Catering Sales office. No food and beverage is to be brought onto the premises. No sample food and/or beverage products may be distributed or sold by sponsoring organizations except on written authorization. Please refer to Food and/or Beverage Sample Distribution Request Form F106.

### **Freight Deliveries & Storage**

The LCC restricts delivery and/or storage prior to and following an event. No shipments or deliveries of any kind shall be accepted by the LCC unless the Client is present to accept the same. Written authorization must be obtained from the LCC to make special delivery, pick up and storage arrangements. Fees may apply. Please refer to the Post Show Shipping & Packing Order Form P107.

### **Helium Balloons**

Helium balloons may not be distributed in the LCC without written approval from the Catering Department.

### **Loading Dock**

- Street Entrance Doorway: Height: 14' 6"      Width: 22'
- Loading Bays - Four (4) loading bays; all bays outfitted with Dock Levellers
- Freight Elevators:
  - One (1) Truck Elevator:    Door Height      14'
  - Interior Length    49'
  - Interior Width     11' 8"
  - Maximum Weight   43,500 lbs.
  
  - One (1) Small Elevator:    Door Height      7' 10"
  - Interior Length    5' 9"
  - Interior Width     8' 4"
  - Maximum Weight   5,000 lbs.

# EXHIBITOR

## RULES AND REGULATIONS

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### **Materials Handling**

LCC provides in-house materials handling, advance receipt and storage services. These include off-loading from delivery trucks, transporting material to exhibitors booth locations, removal of crates to designated storage areas, return of crates to booths at close of show and reloading on transport trucks. Equipment, such as a forklift, pump-trucks and dollies are available at the Centre at competitive rates. Please refer to **Material Handling or Storage Services Order Form M102**.

### **Parking**

LCC has indoor, multi-level parking for over 300 cars/mini-vans, available 24 hours a day, 7 days a week. Access to the Centre, Hotel/City Centre Office Complex is provided via staircase on all parking levels to the walkway. The following parking lots are in close proximity to the Convention Centre: Canada Wide Parking – located across the street with 300 spots; Metro Parking – located behind the Convention Centre has 80 parking spots; Imperial Parking – located in Galleria Mall has 1,700 parking spots.

### **Safety Deposit Boxes**

Safety deposit boxes are available for rent. Contact Catering Department for details.

### **Security**

Twenty-four hour security for the building perimeter is provided. The LCC may stipulate the Client arrange security, at the Client's expense, depending on the size and type of event. All security arrangements are subject to approval by the LCC's management. The Client is responsible for all loss and damage to personal property or equipment. Please refer to **Security Services Order Form S108**.

### **Set Up and Tear Downs**

No one under the age of 16 years will be allowed in the facility during move-in or move-out. During move-in/out, exhibit halls, loading dock areas and "back of house" service areas are off limits to the public. As such, there shall be absolutely no drinking of alcoholic beverages, horseplay and in general, any and all unsafe conditions or activities are to be corrected promptly.

All clients and exhibitors are to unload their vehicles through Shipping and Receiving on Wellington Street and not through the front doors of the LCC. Any damage to the building as a result of moving materials in through the front doors is the responsibility of the client and/or exhibitor.

# EXHIBITOR

## RULES AND REGULATIONS

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### **Smoking**

The London Convention Centre is a smoke free facility, this includes loading docks and under ground parking areas.

### **Telephone & Data Communications**

For ordering of these services please refer to Telephone and Data Order Form T103.

### **Vehicles and Motorized Equipment**

Vehicle access into the Centre is through the loading dock entrance located on the west side of Wellington Street just north of York Street (see map).

#### Preparation and Cleaning

1. All cleaning including washing/hosing down of vehicles must take place inside the loading dock area before the vehicle is taken via elevators to the exhibit floor. The dock has a hose for this purpose. The exhibitor must supply ALL OTHER CLEANING SUPPLIES.
2. Once the vehicle is cleaned and wiped down, then it can be driven into the elevator and taken to the exhibit hall level where the exhibitor must wipe down the tires to avoid staining/marketing the fully carpeted exhibit hall.
3. The exhibitor must also supply the following to protect the flooring:
  - Plastic sheeting underneath the engines
  - Floor pads for underneath the tires
4. Final polishing can be done once the vehicle is in place.

### **Displays and Control**

1. Equipment on display must be equipped with lock-on type fuel tank cap. fuel tanks must not be filled beyond  $\frac{3}{4}$  mark in order to allow for expansion of product.
2. Vehicles on displays must be locked, continuously supervised or battery disconnected.
3. Running of displayed vehicles during the exhibit is prohibited unless approved by the fire prevention division.
4. Propane charged cylinders are not permitted inside Convention Centre.
5. One set of vehicles keys must be turned over to event staff before vehicle enters show area.

### **Waste Removal**

The London Convention Centre has a full recycle, waste and compost removal program. During set-ups and tear downs appropriate receptacles will be available on loading dock and / or service areas adjacent to exhibits for your convenience. Excessive waste product may result in additional changes for exhibitor and show management.

*Thank you for your co-operation and we look forward to working with you.*



# EXHIBITOR FORM

Please Complete and Fax To: 519 661-5990  
 For Information Contact: Client Services Coordinator  
 Tel: 519 661 6200 Toll Free: 1 800 203 1992  
 Email: csr@londoncc.com

Function: <b>Thermography Clinic London</b>	Date: <b>April 18, 2009</b>	Booth No:
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<b>Company Name:</b> _____ <b>Street Address:</b> _____ <b>Postal/Zip Code:</b> _____ <b>Telephone:</b> _____	<b>Contact Name:</b> _____ <b>City, Province:</b> _____ <b>Email:</b> _____ <b>Fax:</b> _____
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## ELECTRICAL SERVICES ORDER FORM – E100

A. ELECTRICAL OUTLETS (P.S.T. Exempt)	PRE-ORDER	ON-SITE	Qty.	AMOUNT
1500 watt, 120 V outlet, approx. 15 amps	\$ 55.00	\$70.00		\$
2000 watt, 120 V outlet, approx. 20 amps	\$ 75.00	\$90.00		\$
1500 watt, 120 V outlet with Surge Suppression	\$ 65.00	\$80.00		\$
3600 watt, 120 V outlet, approx. 30 amps	\$ 160.00	N/A		\$
4800 watt, 120 V outlet, approx. 40 amps	\$ 180.00	N/A		\$
<b>Section A Subtotal</b>				<b>\$</b>

B. HYDRO CONNECTIONS (Wired On-Site) ELECTRICAL, LIGHTING & SOUND	PRE-ORDER	ON-SITE	Qty.	AMOUNT
120/208 V 30A 3 phase	\$ 200.00	N/A		\$
120/208 V 60A 3 phase	\$ 325.00	N/A		\$
120/208 V 100A 3 phase	\$ 450.00	N/A		\$
120/208 V 200A 3 phase	\$ 600.00	N/A		\$
120/240 V 50A 1 phase	\$ 250.00	N/A		\$
120/240 V 60A 1 phase	\$ 275.00	N/A		\$
120/240 V 100A 1 phase	\$ 450.00	N/A		\$

SPECIAL ELECTRICAL CONNECTIONS -By Quotation (Please Complete the Following):				
Volts	Amps/Wattage	Phase	24 Hour	LCC Quote
				\$
<b>Section B Subtotal</b>				<b>\$</b>

Subtotal (Section A + Section B)	\$
5 % GST (#R136385242)	\$
8% PST (Section B Subtotal Only)	\$
<b>TOTAL AMOUNT PAYABLE</b>	<b>\$</b>

### SEE CONDITIONS & REGULATIONS ON REVERSE SIDE OF THIS ORDER FORM

<b>METHOD OF PAYMENT:</b> <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express		Expiry Date:
Credit Card Number:	Name on Card:	
Signature:		
Date:	(Please Print Clearly)	

# EXHIBITOR FORM

## ELECTRICAL SERVICES – E100

### CONDITIONS & REGULATIONS

1. All materials and equipment supplied remain the property of the London Convention Centre (LCC).
2. All equipment **MUST** be approved by an agency **ACCREDITED** by the **STANDARDS COUNCIL OF CANADA** and be acceptable for use by the Electrical Safety Authority (ESA). **UNAPPROVED ELECTRICAL PRODUCTS MAY BE DISPLAYED at TRADESHOWS WHEN "PERMISSION to SHOW" is granted by the ELECTRICAL SAFETY AUTHORITY.** A Nominal fee is charged for this service. **FINES** of UP to \$5000.00 may result for failure to comply with this **REGULATION**. For information, contact the ESA at 1 877 421-2228.
3. LCC Facility & Maintenance Staff (FMS) are the only technicians authorized to alter floor coverings.
4. Credit will not be given for connections installed and not used.
5. It is the exhibitor's responsibility to ensure safe return of rented equipment to LCC FMS.  
**DO NOT LEAVE EQUIPMENT UNATTENDED IN BOOTH.**
6. Disputes concerning service must be filed by the exhibitor with LCC FMS Services prior to the close of the show.
7. Payment Terms:
  - a) Advanced rates apply to orders received up to **10 days prior** to the "move-in time" for the show. Orders received after this time shall be considered as "on-site orders" and shall be subject to the "on-site" rate.
  - b) Payments must accompany all Service Orders. No Service Order will be processed without payment. Exhibitors with outstanding balances from prior shows must satisfy payment requirement or services will not be provided. Current show balances and/or charges incurred for additional services must be paid in full prior to show opening or services will be disconnected. No exceptions please.
  - c) Only American Express, Mastercard and VISA credit card transactions will be accepted.
  - d) Refunds for overpayment will be processed by LCC FMS within thirty (30) days after the show closing date.

# EXHIBITOR FORM

Please Complete and Fax To: 519 661-5990  
 For Information Contact: Client Services Coordinator  
 Tel: 519 661 6200 Toll Free: 1 800 203 1992  
 Email: [csr@londoncc.com](mailto:csr@londoncc.com)

Function: <b>Thermography Clinic London</b>	Date: <b>April 18, 2009</b>	Booth No:
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<b>Company Name:</b> _____ <b>Street Address:</b> _____ <b>Postal/Zip Code:</b> _____ <b>Telephone:</b> _____	<b>Contact Name:</b> _____ <b>City, Province:</b> _____ <b>Email:</b> _____ <b>Fax:</b> _____
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## TELEPHONE AND DATA ORDER FORM – T103

The following rates include a one-time installation in the location of your choice. Changes to the original placement will be subject to a labour charge.

- ALL LONG DISTANCE CALLS (Including directory assistance) are extra and will be charged at the prevailing rate.
- must be dial an access code of "9" for an outside line.

A. TELEPHONE SERVICES	PRE-ORDER	ON-SITE	Qty.	AMOUNT
Regular Voice Phone	\$ 75.00	\$ 95.00		\$
Regular Voice Phone with Voicemail	\$ 80.00	\$100.00		\$
Fax or Modem Line	\$ 75.00	\$ 95.00		\$
Combination Voice / Modem Unit	\$120.00	\$140.00		\$
<b>Section A Subtotal</b>				<b>\$</b>
B. DATA SERVICES	PRE-ORDER	ON-SITE	Qty.	AMOUNT
ISDN Line (NOTE-System Requirements: Must provide own Equipment)	\$ 90.00	\$ 110.00		\$
Bell Microlink Line Must be Pre-ordered 30 Days in Advance (NOTE-System Requirements: Must provide own Equipment)	\$ 350.00	Unavailable		
Bell Microlink (T-1) Line Must be Pre-ordered 45 Days in Advance (NOTE-System Requirements: Must provide own Equipment)	\$ 3200.00	Unavailable		\$
<b>Section B Subtotal</b>				<b>\$</b>
C. INTERNET	PRE-ORDER	ON-SITE	Qty.	AMOUNT
High Speed DSL Connection (NOTE-System Requirements: 10 base-T-Ether Net Card or a Twisted Pair RJ-45 Connector)	\$ 125.00	\$ 150.00		\$
<b>Section C Subtotal</b>				<b>\$</b>
Subtotal (Section A + B+ C)				\$
5% GST (#R136385242)				\$
8% PST (Section A + B)				\$
<b>TOTAL AMOUNT PAYABLE</b>				<b>\$</b>

**SEE CONDITIONS AND REGULATIONS ON REVERSE SIDE OF THIS ORDER FORM**

<b>METHOD OF PAYMENT:</b> <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express		Expiry Date:
Credit Card Number:	Name on Card:	
Signature:	(Please Print Clearly)	
Date:		

**Please retain a copy for your records and return original with payment**

# EXHIBITOR FORM

## TELEPHONE AND DATA – T103

### CONDITIONS & REGULATIONS

1. All materials and equipment supplied remain the property of the London Convention Centre (LCC).
  2. Unless otherwise directed, the LCC Facility & Maintenance Services (FMS) Technicians are authorized to cut floor coverings.
  3. Credit will not be given for connections installed and not used.
  4. It is the exhibitor's responsibility to ensure safe return of rented equipment to LCC FMS.  
**DO NOT LEAVE EQUIPMENT UNATTENDED IN BOOTH.**
  5. Disputes concerning service must be filed by the exhibitor with LCC FMS Services prior to the close of the show.
  6. Payment Terms:
    - a) Advanced rates apply to orders received up to **10 days** prior to the "move-in time" for the show. Order received after this time shall be considered as "on-site orders" and shall be subject to the "on-site" rate.
    - b) Payments must accompany all Service Orders. No Service Order will be processed without payment. Exhibitors with outstanding balances from prior shows must satisfy payment requirement or services will not be provided. Current show balances and/or charges incurred for additional services must be paid in full prior to show opening or services will be disconnected. No exceptions please.
    - c) Only American Express, Mastercard and VISA credit card transactions will be accepted.
    - d) Refunds for overpayment will be processed by LCC FMS within thirty (30) days after the show closing date.
-

# EXHIBITOR FORM

Please Complete and Fax To: 519 661-5990

For Information Contact: Client Services Coordinator

Tel: 519 661 6200 Toll Free: 1 800 203 1992

Email: [csr@londoncc.com](mailto:csr@londoncc.com)

Function: <b>Thermography Clinic London</b>	Date: <b>April 18, 2009</b>	Booth No:
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<b>Company Name:</b> _____	<b>Contact Name:</b> _____
<b>Street Address:</b> _____	<b>City, Province:</b> _____
<b>Postal/Zip Code:</b> _____	<b>Email:</b> _____
<b>Telephone:</b> _____	<b>Fax:</b> _____

## FOOD / BEVERAGE SAMPLE DISTRIBUTION REQUEST FORM – F106 CC:ES

The London Convention Centre Corporation has exclusive food and beverage distribution rights within the Centre. The event organiser and/or their exhibitors may distribute sample food and beverage products **ONLY** upon written authorization. The London Convention Centre Corporation will not be responsible for the quality or state of the food or beverage served by an authorized vendor.

### GENERAL CONDITIONS

1. Items dispensed are limited to products manufactured, processed or distributed by exhibiting firm.
2. All items are limited to SAMPLE SIZE:
  - (a) sample or promotional beverages limited to maximum 3 oz./85ml. container and 3 oz./85g product.
  - (b) sample food items limited to "bite size".
3. Food and/or beverage items used as traffic promoters (i.e., popcorn, coffee, bar service) **MUST** be purchased from London Convention Centre (see note\*\* below).
4. Any sampling of alcoholic beverages will require the convenor to obtain a *Special Occasion Permit* from the LCBO.

### INFORMATION Product(s) you wish to Dispense:

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### Size of Portion to be Dispensed:

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### Proposed Method of Dispensing:

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### Explain Purpose of Offering Samples:

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### LCC OFFICE USE ONLY – Above Approved by LCC Management:

_____	_____
<b>Executive Chef / Director of ES</b>	<b>Date of Approval</b>

\*\*Please complete the following method of payment only if you require food & beverage preparation from the London Convention Centre

<b>METHOD OF PAYMENT:</b> <input type="checkbox"/> Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> American Express    Expiry Date:	
Credit Card Number:	Name on Card:
Signature:	(Please Print Clearly)
Date:	

**Please retain a copy for your records and return original with payment**

# LONDON CONVENTION CENTRE

## FOOD AND/OR BEVERAGE SAMPLE DISTRIBUTION – F106

### CONDITIONS & REGULATIONS

1. The London Convention Centre Corporation has exclusive food and beverage distribution rights within the Centre. The event organiser and/or their exhibitors may distribute sample food and beverage products **ONLY** upon written authorization – SEE REVERSE
  2. **The London Convention Centre Corporation will not be responsible for the quality or state of the food or beverage served by an authorized vendor.**
  3. Items dispensed are limited to products manufactured, processed or distributed by exhibiting firm.
  4. All items are limited to SAMPLE SIZE:
    - (a) sample or promotional beverages limited to maximum 3 oz./85ml. container and 3 oz./85g product.
    - (b) sample food items limited to "bite size".
  5. Food and/or beverage items used as traffic promoters (i.e., coffee, bar service) **MUST** be purchased from London Convention Centre
  6. All materials and equipment supplied remain the property of the London Convention Centre (LCC).
  7. Payment Terms:
    - a) Payments must accompany all Food & Beverage Orders. No Order will be processed without payment. Exhibitors with outstanding balances from prior shows must satisfy payment requirement or services will not be provided. Current show balances and/or charges incurred for additional services must be paid in full prior to show opening or services will be discontinued. No exceptions please.
    - b) Only American Express, Mastercard and VISA credit card transactions will be accepted.
    - c) Refunds for overpayment will be processed by LCC Sales & Catering Department within thirty (30) days after the show closing date.
-