



COMPANY NAME as it will appear online and in print:				
CONTACT NAME:		EMAIL:		
TELEPHONE:		WEBSITE:		
MAILING ADDRESS:				
NAME & CELL PHONE # FOR SHOW MOVE IN DAY CONTACT:				
SALES MANAGER NAME:		EMAIL:		
BOOTH RENTAL - Hydro not included. Floor covering required.	#	Amount	Total	First right of refusal date: July 4,2017. After this date all booths are open for sale. Contract AND payment MUST be received to secure booth space. No exceptions. Deposit: CONTRACTS WITHOUT DEPOSIT WILL NOT BE PROCESSED. A 50% deposit of total amount due must accompany this signed contract in order for booths to be reserved and confirmed. Remaining balance due October 2nd. Contracts submitted on or after October 2nd must include full payment. Payment may be made by certified cheque, cash, credit card or e-transfer. NOTE - There is a \$50.00 charge for NSF cheques AND for every credit card transaction that is declined. Cancellation Policy: Notification to cancel must be made in writing to LHBA or email to: homeshow@lhba.on.ca on or before October 2nd 2017. Cancellation after October 2nd 2017 will result in forfeiture of all monies paid. Cancellation prior to October 2nd 2017 will result in an administrative fee of 25% of total booth cost plus HST being withheld from refund monies paid. Badges & Tickets: Five wristbands are included with your booth rental. If you require additional wristbands please contact the LSHS office. Additional charges may apply. Tickets may be purchased at a discounted price. Moving booths: The LHBA reserves the right to relocate any booth(s) as necessary with no financial compensation.
Standard booth (s)		X\$735.00		
Corner charge		X\$140.00		
Non standard booth				
Non standard booth				
LHBA member discount - <i>Member in good standing 2017/2018</i>		-\$70.00		
Multiple booth discount - <i>\$240.00 for every 4 booths</i> <i>*This does not apply to Boulevard of Dreams or Feature booths</i>		-\$240.00		
Other (authorized by _____)				
SUBTOTAL				
13% hst #R122786270				
TOTAL AMOUNT DUE - MAKE CHEQUES PAYABLE TO LHBA		<small>VERIFIED</small>		
DEPOSIT PAID - 50% minimum with new contract before Oct. 2/ full amount after Oct. 2				
BALANCE DUE - all booth rentals must be paid in full by October 2nd				
Product or service to be promoted in booth:				

X _____
EXHIBITOR SIGNATURE

The person signing this document represents the exhibitor company and acknowledges & agrees to the use of their information for promotion. He/she has read and agrees to the terms on the contract, agrees to abide by the rules and regulations, and gives permission to be added to the LSHS exhibitor newsletter list.

* PLEASE NOTE: The booth space you are renting has:

Pillar within the space Vent within the space Firehose cabinet within the space

Is last to move in (Thursday pm) and first to move out (Sunday at 5pm) Other: _____

FOR OFFICE USE ONLY			
Confirmed Booth#(s) _____			
Date contract received: _____		Type of payment: cash / cheque / e-transfer / credit card	
Deposit amount: _____		Balance amount: _____	
Trans#: _____		Adjustments: _____	
Trans#: _____		Invoice#: _____	
Posting amount & date: _____		Sold by: _____	

CREDIT CARD AUTHORIZATION:

Company Name: _____

Circle One: Payment in full now OR 50% now and balance to be run on October 2nd

Credit card number: - PLEASE PRINT CLEARLY _____ EXPIRY: _____

*NOTE - THERE IS A \$50 SERVICE CHARGE FOR EVERY CREDIT CARD TRANSACTION THAT IS DECLINED

X _____

The person signing this gives permission for the above credit card to be charged as agree above. He/she is a signing authority for the credit card given.

Please send the completed contract to the LHBA :

Email: homeshow@lhba.on.ca

Fax: (519) 649-2781

Mail: 571 Wharncliffe Rd. S. London ON N6J 2N6