



Exhibitor Registration Form

2016 UNSM Fall Convention

Halifax, Nova Scotia

Date: November 29th – December 2nd, 2016

Setup: November 29th – 2:00 p.m. – 8:00 p.m.

Teardown: December 1st – between 3:30 p.m. – 5:30 p.m. OR December 2nd
before noon

Location: [The Westin Nova Scotian Hotel](#)
1181 Hollis Street, Halifax

Fees: Exhibit: \$1100 + HST = \$1265.00

\$ 500 deposit is required with your registration form.

(you will be invoiced following the event for the balance of your exhibit fee & any additional charges)

Payment: Cheques should be made payable to “**Union of Nova Scotia Municipalities**” and sent to:

UNSM
1809 Barrington St.
Suite 1304
Halifax, NS
B3J 3K8

To be accepted as an Exhibitor, registration must be completed and the \$500 deposit fee **received by UNSM by October 7th, 2016**. Priority in exhibit selection is based on receipt of payment. Cancellations up to Friday, October 21st at 4:30 p.m. are subject to a \$500 cancellation fee. Cancellations after this date will be subject to the full exhibit fee. We do not accept credit cards.

If you have questions, please contact Judy Webber at 902-423-7417 or jwebber@unsm.ca

Exhibitor Information

Name of Organization: (as it will appear on promotional material)

Contact Person:

Website:

Mailing Address:

Phone:

Email Address:

Name of Employee(s) Attending and Position Titles :

Name	Position Title	Email
1.		
2.		
3.		
4.		
5.		

Please indicate if you require lunch tickets (\$25 charge per ticket)

Name	Wednesday Lunch	Thursday Lunch
1.		
2.		
3.		
4.		

Please indicate if you wish to purchase Banquet tickets (\$65 charge per ticket)

Name
1.
2.
3.
4.

Please let us know if you have any food allergies:

Please select those that apply:

Electrical (\$25)	Hard-wired Internet (\$75)	Table Top Display	10 X 10 Display

Please return this form with cheque (\$500) to:

Judy Webber, Event Planner
Union of NS Municipalities
Suite 1304 - 1809 Barrington St., Halifax, NS B3J 3K8

To reserve a spot as a exhibitor please email this form to jwebber@unsm.ca and send cheque separately. *Note: Booth can not be guaranteed until form and cheque are received.*

Signature: _____

Please contact Judy Webber (902-423-7417) if you have special setup requirements.