



INNOVATE COLLABORATE ELEVATE

2024 CONFERENCE & TRADE SHOW
SEPTEMBER 25TH- 28TH NIAGARA FALLS, ON

EQUIPMENT & NAME BADGE FORM

This form must be completed and returned to [TLOMA](#) no later than **August 23, 2024**. To complete this form online, [click here](#).

COMPANY NAME: _____

CONTACT NAME: _____

EMAIL ADDRESS: _____

BOOTH EQUIPMENT & SERVICES

The following equipment and services are included as an Exhibitor:

ITEM	ELITE	PREMIUM	IN KIND	DIAMOND
Table (6ft)	2	1	1	1
Chairs	4	2	2	2
Carpet	INCLUDED			
Wi-Fi	INCLUDED			

To assist with our planning, please indicate below whether you require the standard supplied equipment:

6' TABLE

Required
Not Required

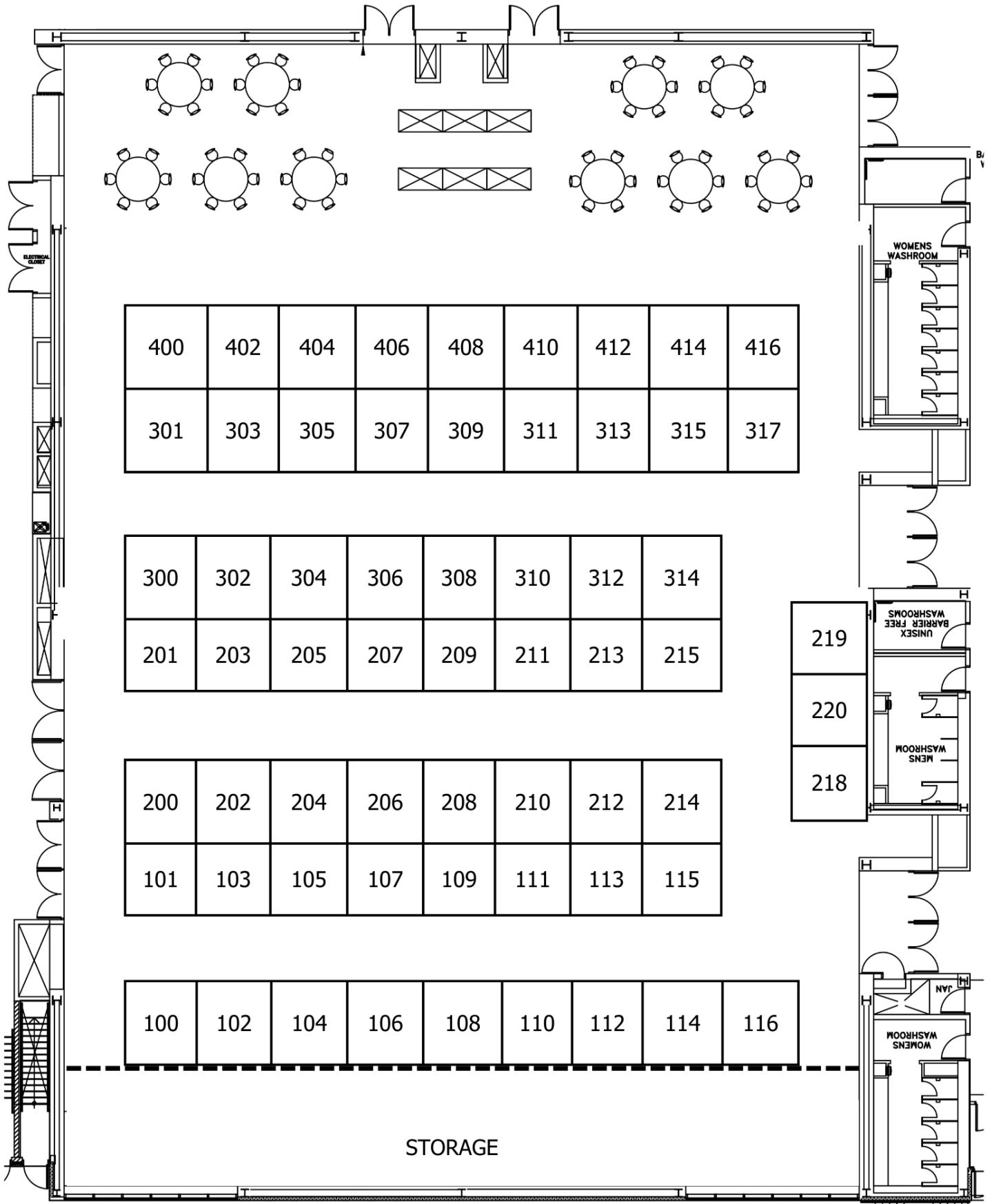
CHAIR(S)

ONE chair required
TWO chairs are required
NO chairs are required

- ▶ Additional equipment not listed here must be ordered from [Stronco](#).
- ▶ Additional services not listed here (including electrical supply) must be ordered from [Niagara Falls Convention Centre](#).

See pg. 12 of the TLOMA Exhibitor Manual for further details.

BOOTH FLOORPLAN



BOOTH ALLOCATION

List your booth location choices in order of preference:

- 1 BOOTH #: _____
- 2 BOOTH #: _____
- 3 BOOTH #: _____

Please Note: Booth preferences are not guaranteed; however, the Conference Committee will do their best to accommodate all requests. The finalized floor plan will be published on the Conference Website as soon as possible.

BOOTH DESCRIPTION

Full Pop-up

Tabletop Display

Please provide a brief description of what you will be exhibiting in your booth:

Additional Notes/Comments:

PASSPORT PRIZE DRAW

Will you be providing a prize for the Passport Prize Draw?

Yes

No

Please provide a brief description of what you will be providing as a prize:

NAME BADGES

Attendees must wear their name badge at **all TLOMA events** for which they are registered. TLOMA reserves the right to ask anyone not wearing their badge to leave the TLOMA event.

The following number of Badges are included for each Exhibitor:

EVENT	ELITE	PREMIUM	IN KIND	DIAMOND
Trade Show	8	4	4	2
Wednesday Reception & Networking Dinner	8	4	4	2
Thursday Delegate & Business Partner Dinner	8	4	4	2

ADDITIONAL TRADE SHOW BADGES & EVENT TICKETS

Exhibitors may attend all educational sessions offered throughout the conference.

Additional Trade Show Badges & Event Tickets can be purchased as follows:

EVENT	COST	QUANTITY REQUIRED
Trade Show Attendee <i>(Limit of 2 additional Badges)</i>	\$162.50 + HST (\$183.63)	
Wednesday Reception & Networking Dinner <i>(No additional Tickets permitted)</i>		
Thursday Delegate & Business Partner Dinner at Table Rock House Restaurant. <i>(No limit on additional Tickets)</i>	\$169.50 + HST (\$191.54)	

An invoice for additional Badges and Tickets as requested above, will be issued upon receipt of this form.

ATTENDEE NAME SUBMISSION

Please provide the first and last name of all attendees as it is to appear on their name badge, and indicate which event each person will attend:

ATTENDEE INFORMATION					EVENT ATTENDANCE		
Badge Name	Title	Email Address	Phone Number	Wednesday : Reception & Networking Dinner	Trade Show	Thursday: Delegate & Business Partner Dinner	
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							

Substitutions for attendees are permitted up to **Wednesday, September 11th, 2024**. For substitutions requested after September 11th, an administration fee of **\$35.00 + HST** per badge will be applied.