

Dear Prospective Exhibitor & Past Supporters:

Recreation Professionals of Ontario (RPO), formerly known as Activity Professionals of Ontario, is a professional, non-profit organization for Leisure and Recreation providers in many health care settings such as Long Term Care, Retirement, Adult Day Programs, Hospitals and the community.

Recreation Professionals of Ontario is committed to the professional development and support of its members involved in recreation and leisure services. Our mission is to provide excellent professional development opportunities in education, certification and other professional issues. We also strive to ensure a clear network for communication between our members, other professionals, and government agencies. RPO continues to grow throughout Ontario and meet the ever-changing needs that Recreation Professionals are faced with every day.

This year, the Recreation Professionals of Ontario Annual Convention will take place October 16th -18th, 2019 at the Holiday Inn Toronto International Airport in Toronto, ON. Our theme this year is *Together Towards Tomorrow*.

We invite you to participate in our Convention as a great opportunity to promote your company/organization, products and/or services. RPO members, affiliated professionals and friends of the organization from across the province will be in attendance. This year is sure to be our best event yet as it is a great opportunity for brand exposure.

Please find RPO's Convention Exhibitor package enclosed. Please respond before August 3rd, 2019 to ensure adequate time for acknowledgement of your involvement. Spaces and electrical availability for Exhibitor booths are limited and given on a first come, first serve basis. Please get your completed contracts in early to secure your spot. Please note all exhibitor setup must be completed on Wednesday night between the hours of 6:30 pm – 10:30 pm.

*** Each Exhibitor is required to donate a prize towards our Silent Auction Table. Silent Auction items must be handed to the registration desk upon check-in on Wednesday, Oct 16th prior to booth set-up ***

As always, we are also encouraging Sponsorship options which include a booth in the Exhibitors Hall for high-level sponsorships. If you are interested in participating as a Sponsor, please contact convention@rpontario.com to discuss your options.

Best regards,

Recreation Professionals of Ontario Board

Office 1-888-594-0140 • **Fax** 1-888-494-7038

P.O. Box 293

Port Hope, ON L1A 3W4

www.rpontario.com

EXHIBITOR PACKAGE CONTRACT

2nd Annual Recreation Professionals of Ontario Convention Together Towards Tomorrow

**Exhibitor Hall Hours: Thursday, October 17th, 2019, 8am – 5 pm &
Friday, October 18th, 2019, 8am – 12 Noon**

Exhibitor Package includes breakfast and lunch on Thursday and breakfast on Friday for one person. The Exhibit Hall will be located at a central Convention location to ensure the most interaction with delegates. Option to attend the Banquet Dinner & Awards Ceremony is available for an additional cost (\$75/person). Exhibitors will participate in the Exhibitor Hall Scavenger Hunt by stamping delegates passports at booth visits.

PAYMENT: All payments must be received by **August 3rd, 2019**. RPO will issue a Receipt of Payment. Full payment must be included with your Exhibitor Package Contract. For credit card payments, please email contract to our Convention Chairperson at convention@rpontario.com.

CANCELLATION CLAUSE: By submitting this contract, you acknowledge that cancellations will be accepted up to and including August 3rd, 2019 and are **subject to a \$50 cancellation fee**. Cancellations made after August 3rd, 2019 are subject to full billing and payment.

Company Name: _____ **Contact Name:** _____

Address: _____

City: _____ **Province:** _____

Postal Code/Zip Code: _____

Phone: _____ **Fax:** _____

Email: _____

Exhibitor's Booth Attendee Name(s)

Description of Prize Donation & Value

EXHIBITOR PACKAGE OPTIONS

Please select your options below:

		RPO Business Member	Non Member
Exhibitor Table	1 – 6 ft table	\$200	\$375
	2 – 6 ft table	\$400	\$750

Electrical Required	\$25
Extra Meal Ticket	\$60
Awards Banquet & Ceremony Ticket	\$75

SUBTOTAL: _____

Advertisement In The Convention Booklet

(Must be received before August 3rd)

	RPO Business Member	Non Member
Full Page (8.5" x 11")	\$135	\$160
Half Page (8.5" x 5.25")	\$85	\$110
Quarter Page (4" x 5.25")	\$60	\$85
Business Card (3.5" x 2")	\$45	\$60

Loose flyer or brochure in Delegate Bag (Must Be Received Before Sept 18th, any items received the above will not be included due to time constraints)	\$75	\$85
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SUBTOTAL: _____

TOTAL: _____

Please make all cheques payable to: **Recreation Professionals of Ontario**
Completed contracts can be scanned and emailed to convention@rpontario.com

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