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Quebec City Convention Centre, Room 200 AB
900 boulevard René-Lévesque Est (Québec) G1R 2B5 Canada

50% Deposit
Required with the reservation

50% Balance
Required on July 19, 2024, or before

Schedule for the exhibitors
Friday, November 1, 11 a.m. to 8 p.m.
Saturday, November 2, 10 a.m. to 2 p.m.

Booths setting and dismantling
Set up: Friday, November 1, 2024, from 7 a.m. to 11 a.m.
Dismantling: November 2, 2024, from 2 p.m. to 5 p.m.

TERMS AND CONDITIONS
These clauses are an integral part of the contract between the **Exhibitor** and the **OHDQ**. The **OHDQ** has full power as to the interpretation and application of the aforementioned clauses, which it may also amend. All points not included in this contract are subject to the decision of the **OHDQ**. The decisions that the **OHDQ** may thus make have full force of law for all parties concerned, in the same way as the conditions stipulated in the contract. **Exhibitors** or their representatives that do not conform to the conditions or that, in the opinion of the **OHDQ**, conduct themselves in an unethical fashion may be dismissed immediately from the exhibition, without reimbursement or right to appeal.

The **OHDQ** grants to the **Exhibitor** the use of one site for the operation of an exhibition booth in the place and during the schedule mentioned. Site will be granted by the **OHDQ** upon the reception of the reservation form and the first payment (50% amount) by the **Exhibitor**. Until just before the beginning of the exhibition, the **OHDQ** reserves the right to modify the layout of the show or relocate exhibitors or exhibits.

Exhibitor must maintain its booth open and manned by the required personnel during all exhibition hours. Closing or dismantling of booths before the end of the exhibition is forbidden unless otherwise instructed by the **OHDQ**.
Registration for the exhibition does not grant access to the lectures of the Convention program.

Merchandise
Any merchandise or equipment belonging to **Exhibitor** must not be delivered before October 13, 2024, to the Convention Center.
All merchandise and equipment belonging to the **Exhibitor** must have left the exhibition hall of the Convention center no later than 5 p.m. on October 17th.

Booth's display
No booth may be set up anywhere other than in the Exhibitors Lounge: Room 200 AB, unless otherwise agreed.
Exhibitor must limit his booth to the space allotted. Booths must be installed and equipped in a fashion that will not obstruct other exhibitors. Unfinished parts of the booth and/or equipment must be carefully concealed to produce a pleasing effect if visible from other booths or from the aisles. **Exhibitor** must keep his booth clean and tidy.

All exhibit materials, including banners and tablecloths, must be flame-retardant and are subject to inspection by Fire Department. The hanging of any material, equipment or signage on the walls, on the columns, from the ceiling, on the draped, electrical fixtures, etc. is forbidden. The use of nails, screws, hooks or any other similar device on walls, columns, ceilings, floors or carpets is forbidden. The **Exhibitor** will be held responsible for any damage caused by his employees and/or representatives.

The volume of any audiovisual equipment must be maintained at a level low enough to avoid disturbing other exhibitors. The **OHDQ** reserves the right to interrupt any activity causing a gathering of people which may block the aisles or interfere with the operation of the neighbouring booths.

Distribution, sale and contest
Distribution of items for marketing purposes is permitted so long as the activity is carried out in a proper manner and does not interfere with the neighbouring exhibitors' activities.
Any advertising denigrating the product of another exhibitor or member of the **OHDQ** will be removed immediately. Noisy activities, flashing lights or any action which, according to the **OHDQ**, may constitute a source of annoyance or a menace to the health and safety of other persons, will not be tolerated.

Only the sale of material or products by credit card or order form is allowed.

Drawings of prizes, as well as loteries and contests are forbidden, unless they are placed under the patronage of the **OHDQ**, or unless they have been previously authorized by the OHDQ or if a permit have been obtained by the *Régie des alcools, des courses et des jeux du Québec*.

Responsibility and insurance
If for any reason, the location chosen for the exhibition is no longer available, or in any circumstances arise which, in the opinion of the **OHDQ**, prevent the exhibit from being held or reduce attendance considerably, the **OHDQ** may then hold the exhibition at another location or cancel the exhibition. In this case, it cannot be held responsible for expenses incurred to date. In the event the exhibition must be cancelled, the **OHDQ** will reimburse all sums paid by the **Exhibitor** for the rental of space.

The **OHDQ** cannot be held responsible for delays, cancellations or consequences arising from any and all employee/employer contract disputes or any other causes beyond its control. The **OHDQ** declines any responsibility for loss resulting from causes and conditions beyond its control, such as war, panic, mobilization, strike, fire, storm or other, which could occur before or during the exhibition. In the case where the exhibition is cancelled or its length reduced, the **OHDQ** declines any responsibility with regard to expenses of, or participation to this exhibition. The **OHDQ** reserves the right to retain the necessary portion of the rental fee paid by the **Exhibitor** to cover expenditures incurred prior to the occurrence of the aforementioned condition.

It should be understood that Centre des congrès de Québec Convention Center is not responsible for the loss or damage to equipment, exhibits or any other property brought into by the **Exhibitor** for the purpose of the exhibition. Convention Center has a security staff and its responsibility is just for the Convention center. Therefore, this security staff is not available to specifically safeguard materials in the exhibition hall.

However, reasonable precautions will be taken in order to protect the property of all exhibitors. Furthermore, the **Exhibitor** acknowledges that the **OHDQ** cannot be held responsible for any loss or damage, whatever the cause, that the **Exhibitor** may sustain during the convention. The **OHDQ** recommends that exhibitors obtain full coverage insurance: this insurance covering the **Exhibitor** property against any damage or loss. The Exhibitor also acknowledges that the **OHDQ** cannot be held responsible for any injury sustained by the representatives of the **Exhibitor**, his employees or visitors to the exhibition site. The **Exhibitor** discharges the **OHDQ** from any and all responsibility in the case of claims or expenditures resulting from injuries sustained by any and all persons present at the **Exhibitor** booth, whether the cause be an action or omission on the part of the **Exhibitor** or his representatives. In such a case, the **Exhibitor** agrees to pay the indemnities required. We require that exhibitors also obtain public liability insurance with coverage of at least \$1,000,000. This insurance covering the **Exhibitor** against any suit resulting from injury or damage caused to third parties and/or their property. Furthermore, the **Exhibitor** must name the **Ordre des hygiénistes dentaires du Québec** as an additional insured.

Cancellation Policy
No motive allows the **Exhibitor** to cancel this agreement.

The OHDQ reserves the right:
To cancel this agreement if the **Exhibitor** fails to respect the clauses or fulfill one or the other of its obligations hereunder.

This lease request is governed by a set of conditions stipulated within this document and the **Exhibitor** agrees to conform to said conditions. Upon payment of the deposit required of 50% by the **Exhibitor** with the reservation form, this request will be regarded as a valid contract between the **Exhibitor** and the **OHDQ**.