



ONTARIO
VETERINARY
MEDICAL
ASSOCIATION

2025 OVMA

CONFERENCE
AND TRADE SHOW

CANADA'S
PREMIER
VETERINARY
CONFERENCE

JAN 30, 31 & FEB 1, 2025

The Westin Harbour Castle
Toronto, ON

EXHIBITOR PROSPECTUS

#OVMA2025





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WHY EXHIBIT AT OVMA?

Why should you exhibit at the 2024 OVMA Conference and Trade Show? The reasons are compelling. Here are the top ten reasons why OVMA should be your premier choice for industry events:

1. Unrivaled Networking Opportunities: Connect with key industry players and decision-makers.
2. Targeted Audience: Reach a focused audience of professionals in your field.
3. Brand Visibility: Showcase your brand to a highly engaged and relevant audience.
4. Market Insights: Gain valuable insights into industry trends and developments.
5. Lead Generation: Generate quality leads and potential business opportunities.
6. Educational Workshops: Attend informative workshops and sessions to enhance your industry knowledge.
7. Product Launch Platform: Launch new products and innovations directly to your target market.
8. Competitive Edge: Stay ahead of competitors by demonstrating your offerings.
9. Business Expansion: Explore new business prospects and partnerships.
10. ROI Potential: Maximize your return on investment with a strategic presence at OVMA.

Make OVMA your top priority for industry events and unlock a world of business possibilities.



John Stevens
Chief Executive Officer, OVMA

ABOUT OVMA CONFERENCE

OVMA ATTENDEE PROFILE AND ATTENDANCE TRENDS

The OVMA Conference is the largest annual veterinary conference in Canada that is attended by veterinarians, veterinary technicians, hospital personnel, veterinary students, and industry’s top service providers across the country. The conference offers continuing education for every member of the veterinary team: practice owner, practice manager, veterinarian, veterinary technician, assistant, front office staff member and student.

Dates	Veterinarians	Veterinary Technicians	Hospital Personnel	OVC Students	Exhibit Passes	Totals
2024 Toronto	689	182	150	47	37	1,140
2023 Toronto	616	173	177	58	29	1,053
2022 Toronto*	453	136	134	15	17	750
2020 Toronto	765	177	99	134	45	1,220
2019 Toronto	807	170	137	78	36	1,228
2018 Toronto	852	178	158	92	38	1,318
2017 Toronto	801	156	123	70	48	1,198
2016 Toronto	848	145	176	93	50	1,312
2015 Toronto	850	169	151	60	74	1,304
2014 Toronto	901	185	173	48	52	1,359
2013 Toronto	879	172	141	60	46	1,298
2012 Toronto	876	134	179	50	54	1,293
2010 Toronto	932	116	114	53	41	1,256
2009 Toronto	859	169	112	58	36	1,234



LOCATION OF EXHIBITION

EXHIBIT HALL

The main exhibition will be held in the Metropolitan Ballroom, which is located on the second level of the Westin Harbour Castle Conference Centre. The room measures 170' x 147' with a ceiling height of 16', a total of 24,990 square feet of gross exhibit space. Floor load capacity is 125 lbs per sq.ft. Access to moving docks is from Queen's Quay between Bay Street and Yonge Street. Access to the Exhibit Hall will be through the doorway opening into aisle 400 (please see floor plan on page 21). All other doors will be kept closed and are for emergency access only.

TABLE TOP DISPLAY HALL

Additional exhibition space has been secured in the Harbour Ballroom Foyer which is located on the Convention Level of the Westin Harbour Castle Hotel. This foyer is the attendee's main passage to the scientific sessions. The space will accommodate table top displays only. Please see the floor plan on page 20 to make a table top selection.



EXHIBIT TRAFFIC BUILDERS

LUNCH AND COFFEE BREAKS

Coffee for registered attendees will be served twice each day in the Exhibit Hall. Courtesy of the OVMA, coffee for the exhibitors will be provided prior to pre-scheduled session breaks for attendees.

The Exhibit Hall will be open to attendees during lunch on all three days of the conference. A buffet lunch will be served in the Frontenac Foyer. To draw attendees back to the Exhibit Hall, coffee and tea will be made available only in the Exhibit Hall.

Lunch tickets are not included with the exhibit fees. If you wish to purchase lunch tickets, you may do so directly in the exhibitor portal. The cost of lunch tickets has been subsidized by OVMA and does not represent an income stream to the Association.

LUNCHTIME EXHIBIT HALL DRAWS

On all three days, attendees visiting the Exhibit Hall over the lunch break will be entered in a special daily draw for \$500 cash. Attendees must be present to win.

THURSDAY AND FRIDAY COCKTAIL RECEPTIONS

Conference attendees will be drawn to the exhibit hall for a dedicated cocktail reception from 5:00 – 6:30 p.m. Be sure to take advantage of this time and encourage your on-site company representatives to mingle with as many attendees as possible.

ALLOCATION OF SPACE

Due to the sustained demand for exhibit space at OVMA and our commitment to ensuring fairness, we have implemented a lottery-based system for allocating trade show space.

Allocation will initially prioritize OVMA's Industry Partners. To learn about qualifying as an industry partner, please contact **Sasha Basiri** at sbasiri@ovma.org.

Following space registration by Industry Partners, exhibit space will be open to all eligible companies expressing interest in exhibiting with OVMA.

Companies interested in exhibiting will be given a specific timeframe to submit completed exhibitor application forms. All submissions within this period will enter a lottery to determine the order of space allocation. Applications will be randomly drawn to assign exhibit space until all available spaces are allocated.

Exhibitors may submit applications online and provide credit card information to reserve space. For payments via cheque, wire transfer, or EFT, full payment must be submitted within 14 days of application acceptance to secure the space. Payments must be made in Canadian funds.

While we strive to accommodate exhibitors' preferences, OVMA reserves the right to allocate booth space at its discretion if requested space is unavailable. Please indicate your preferences in the Exhibitor Application Form, referencing the included floor plans.

Notification of booth location will be sent to exhibitors after all spaces are assigned.

OVMA assesses exhibit eligibility at its discretion, before or after the contract is executed. Exhibits must directly relate to veterinary medicine or enhance the trade show.

Please note that submitting an exhibit application within the designated period does not guarantee space due to high demand.

Each exhibiting company is limited to four spaces, equivalent to a 20' x 20' island or four 10' x 10' booths. Up to seven island locations are exclusively available to OVMA's Industry Partners.

2025 RENTAL FEES:

20' x 20' Island (limited)
\$24,885

10' x 20' Aisle Cap (limited)
\$8,715

10' x 10' Premium Aisle Corner
\$3,990

10' x 10' Premium Aisle In-line
\$3,675

10' x 10' Preferred Corner
\$3,780

10' x 10' Preferred In-Line
\$3,465

10' x 10' Standard Corner
\$3,570

10' x 10' Standard In-line
\$3,255

Table Top Display
\$3,255



EXHIBIT CONFIGURATION

EXHIBIT HALL

All standard booths are 10' x 10' with 8' high back drapes and 36" high side panels. There is patterned wall-to-wall carpeting throughout the exhibit hall in shades of blue, grey and gold. Additional carpeting is not required unless a specific carpet colour / flooring type is desired. Floor covering/carpet can be ordered through the show decorator (Stronco).

No exhibit construction over 42 inches in height is permitted in the front one-half of the booth. Construction in the back one-half of the booth space is limited to 8 feet in height – including signage. Exceptions may be made for those companies reserving an island location.

Exhibitors may arrange their exhibits as desired, but the arrangement must be in accordance with the above paragraph, must not interfere with the light or space of other exhibitors, and must keep within the general floor plan, preserving the open booth appearance.

Island Booths: a 20' x 20' space, with aisles on all four sides. Exhibit features, including all signage, will be permitted up to a maximum height of 16'. Because an island is separated by the width of an aisle from all neighboring exhibits, full use of the floor plan is permitted.

Due to the nature of the venue space, use of hanging signage (ceiling or otherwise) as part of any exhibitor's display is not permitted in the Exhibit Hall.

TABLE TOP DISPLAY HALL

Displays will be 8' wide x 6' deep with 36" high back drapes. Because of a sloped glass wall directly behind each display, signage may only be affixed to the table skirting or be placed on top of the 8' table.

Each of the Table Top Displays are restricted to one (8 ft) white skirted table plus two grey stacking chairs. These furnishings will be included in the space rental fee at no additional cost. No substitutions or additional furnishings are permitted.

All activities of individual exhibitors shall be confined to their assigned display space and shall not interfere with normal traffic patterns in the area.



TABLE TOP & EXHIBIT HALL ENTITLEMENT

Exhibiting companies in either the table top display hall or the main exhibit hall are entitled to the following:

- 24-hour perimeter security (non-booth areas) including during move-in, show hours and move-out.
- Four (4) complimentary exhibit personnel badge registrations per Table Top Display or 10' x 10' Exhibit Hall space rental.
- Company name, booth number and product/service description printed in the Exhibitors' Directory which is distributed to all conference delegates.
- Exhibiting company name with booth number on the OVMA website and the annual conference app to assist attendees to pre-plan their visit to your booth.
- Cleaning of all aisle spaces is included. In-booth cleaning is not included. If in-booth cleaning service is required, the services can be arranged with the show's service company, Stronco.
- Food/beverage functions offered in the Exhibit Hall: coffee breaks, evening receptions.
- Final Conference Program with Exhibitors' Directory.

OPERATION & USE OF EXHIBIT SPACE

All business activities of the Exhibitor must be confined to the Exhibitor's assigned space and shall not interfere with normal traffic. The aisles are common property and may not be obstructed or used to display additional exhibit materials or to conduct demonstrations. Exhibitors will not place demonstrations or entertainment areas near the aisle line of their exhibit if it is expected that many attendees will congregate at any given time. Should spectators interfere with the normal traffic flow in the aisle or overflow into neighboring exhibits, OVMA will request the limitation or elimination of the presentation.

All food/beverage for distribution from an exhibit space must be purchased and arranged directly through the conference venue. No food or beverages may be distributed by Exhibitors in the exhibit hall unless arrangements have been made in advance. Any unauthorized food/beverage items will be confiscated. Additional fees may apply.

Each exhibit is to be staffed at all times during Exhibit Hall hours by bona fide employees or representatives of the exhibiting company. Exhibitors who fail to have their booths staffed during show hours are subject to loss of ability to participate in future events.

Distribution of literature or any materials is limited to the Exhibitor's assigned booth space and will not be permitted in any other part of the conference venue, including, but not limited to meeting rooms or other areas of the Hotel. OVMA reserves the right to dispose of any and all unauthorized materials found outside of an Exhibitor's assigned space. Questions concerning the appropriateness of any promotional materials or activities should be directed to OVMA's Manager of Events & Sponsorship.

SOUND/MUSIC

In general, exhibitors may use sound equipment in their booths so long as the noise level does not interfere with the activities in adjacent booths. Speakers and other devices should be positioned to direct sound into the booth, rather than toward the aisle.

SUBLETTING OF EXHIBIT SPACE

Exhibitors may not sublet, subdivide or assign their space; nor purchase multiple space(s) for the purpose of subletting or assigning to third parties; nor issue exhibitor badges to any individual not directly employed by the registered exhibiting company without prior written consent of OVMA Show Management. Only companies contracted directly with the Association shall be listed in the Exhibitors' Directory.

Any badges requested for or issued to individuals not directly employed by the registered exhibiting company may be denied or confiscated at OVMA's discretion.

SUITCASING BY NON-EXHIBITORS

The Exhibit Hall is limited to registered attendees of the Annual Conference as well as registered representatives of business firms, manufacturers, professional organizations, and dealers who are connected to the veterinary industry. No other persons or concerns will be permitted to demonstrate their products, distribute advertising materials, or solicit orders in the Exhibit Hall. Please report any violations you may observe to OVMA Show Management.

EXHIBITION SCHEDULE

Exhibitors are required to staff their booths at all times that their exhibit area is open. The areas will be open as follows:

EXHIBIT HALL

Thursday, January 25, 2024 10:00 a.m. – 7:00 p.m.

Coffee break	10:15 – 11:00 a.m.
Lunch break	11: 45 a.m. – 1:30 p.m.
Coffee break	3:30 – 4:15 p.m.
Marketplace	5:00 – 6:30 p.m.

Friday, January 26, 2024 10:00 a.m. – 6:30 p.m.

Coffee break	10:15 – 11:00 a.m.
Lunch break	11: 45 a.m. – 1:30 p.m.
Coffee break	3:30 – 4:15 p.m.
Reception	5:00 – 6:30 p.m.

Saturday, January 27, 2024 10:00 a.m. – 1:15 p.m.

Coffee break	10:15 – 10:45 a.m.
Lunch break	11: 45 a.m. – 1:15 p.m.

TABLE TOP DISPLAY HALL

Thursday, January 25, 2024	10:00 a.m. – 5:00 p.m.
Friday, January 26, 2024	10:00 a.m. – 5:00 p.m.
Saturday, January 27, 2024	10:00 a.m. – 1:15 p.m.

AFTER HOURS ADMISSION TO EXHIBIT HALL

For security reasons, the exhibit areas will be closed to all persons, including exhibitors from ½ hour after the close each evening and until one hour prior to opening each day. Additional hall access may be assigned by OVMA Show Management only.

PRIVATE EVENTS, MEETINGS & HOSPITALITY FUNCTIONS

Conducting private or corporate events or activities involving OVMA Conference delegates during scheduled conference session or Exhibit Hall hours is strictly prohibited. OVMA reserves the right to control all group activities organized by Exhibitors or other industry suppliers held in conjunction with the OVMA Conference, whether held on-site or outside the Conference venue. Requests for private or corporate meeting space during Conference Dates must be approved in advance by OVMA.

Exhibitor agrees not to conduct or schedule tours, CE meetings, activities, hospitality functions, or other private events inside or outside of the Conference venue during the scheduled Conference session or Exhibit Hall hours without OVMA's prior written approval. Violation of this may result in Booth cancellation and removal from the Conference and venue, at the Exhibitor's expense.

For more information, or to schedule a private meeting or function, please contact OVMA Show Management.

RENTAL FEES

The rental fee for 2024 exhibit space based on location is as follows:

20' x 20' Island (limited)	\$24,885
10' x 20' Aisle Cap (limited)	\$8,715
10' x 10' Premium Aisle Corner	\$3,990
10' x 10' Premium Aisle In-line	\$3,675
10' x 10' Preferred Corner	\$3,780
10' x 10' Preferred In-Line	\$3,465
10' x 10' Standard Corner	\$3,570
10' x 10' Standard In-line	\$3,255
Table Top Display	\$3,255

Please add 13% HST to these fees.

Please note:

Exhibit spaces in aisles 100 and 600 are considered "Standard"

Exhibit spaces in aisles 200 and 500 are considered "Preferred"

Exhibit spaces in aisles 300 and 400 are considered "Premium"

PAYMENT OF FEES

Payment can be made by cheque, Visa, MasterCard or Direct Wire Transfer. For information regarding payments by Direct Wire Transfer / EFT, please contact OVMA's Manager, Events & Sponsorship. Regardless of form of payment, FULL payment must be submitted within 14 days of the application being accepted, and space allocation to your company has been confirmed. Please note that we do not accept payment by American Express.

Payment must be made in Canadian dollars. Invoicing for trade show rental space is not available.

If paying by cheque, please send and make cheque payable to:

Ontario Veterinary Medical Association
Attention: Sasha Basiri, OVMA's Manager of Events & Sponsorship
420 Bronte St., S., Suite 205
Milton, Ontario L9T 0H9
tel 905. 875.0756 ext. 226
email: sbasiri@ovma.org

CANCELLATION POLICY

Should cancellation become necessary, the following will apply:

Prior to September 1, 2024: All space rental fees less \$100.00 administrative cost will be refunded.

Prior to November 1, 2024 The Association will retain 50 % of the booth cost.

On or after November 1, 2024: 100% of total rental fees are forfeited.

No refunds will be made if space is cancelled, is not used, nor for space used only for a portion of the exhibit period. Any space not claimed by the completion of move in, may be reassigned without notification or refund. The original contracting exhibitor shall be liable for the full amount of the rental fee whether or not the space is resold.

CANCELLATION OR POSTPONEMENT OF THE SHOW

In the event that the exhibition is cancelled, postponed or relocated on account of pandemic, fire, flood, riot, earthquake, civil commotion, strike, lockout, labour disturbances, explosions, sabotage, accident, terrorism, World Health Organization, CDC or other governmental or international agency travel advisory, acts of God or other cause or casualties beyond the control of the OVMA, the Exhibitor waives any and all damages and claims of damages.

The Exhibitor hereby waives any claim against the Association for damages or compensation. The Association may return a portion of the amount paid for rental of exhibit space after deduction of any amount necessary to cover expenses incurred in connection with the Exhibit Program. Such expenses shall include, but not be limited to, all expenses incurred by the Association as a result of contracts with third parties for services or products incidental to the Exhibit Program, including out-of-pocket expenses and all overhead expenses attributable to the production of the Exhibit Program.

MOVE IN

The Ontario Veterinary Medical Association Conference & Trade Show requires compliance with the legislation contained in the Occupational Health and Safety Act (O.H.S.A.) as governed by the Ontario Ministry of Labour.

Certain aspects of the Trade Show move in and move out could be interpreted as a, “construction site”. This falls within very specific regulations of the O.H.S.A. The OVMA and its contractors and venue management have been advised by the Ontario Ministry of Labour that, at the very least, this situation calls for the availability and wearing of approved hard hats and approved safety shoes/boots.

EXHIBIT HALL

Wednesday, January 29, 2025 | 8:00 a.m. – 11:00 p.m.

Move in to the main Exhibit Hall is scheduled to begin at 8:00 a.m. on Wednesday, January 29, 2025 and must be completed by 11:00 p.m. on that day. No exceptions to this timing will be made. Any space not claimed by 11:00 p.m., Wednesday, January 24, 2024, may be reassigned without refund.

The receiving area of the Conference Centre has two loading docks and one freight elevator. To facilitate an orderly and efficient move in, exhibitors will be asked to move in on a scheduled basis.

Move in times will be assigned based on each company’s location in the exhibit hall – those located closest to the front of the exhibit hall will be assigned the earlier move in times. Exhibitors will be informed of their scheduled move in time in early January 2024. It is most important that exhibitors adhere to this schedule to facilitate move in for all companies concerned, and to minimize inconvenience. It will be the responsibility of exhibitors to arrange set-up of their own exhibits.

TABLE TOP DISPLAY HALL

Thursday, January 30, 2025 | 7:30 – 9:00 a.m.

Move in to the Harbour Ballroom Foyer will begin at 7:30 a.m. on Thursday, January 30, 2025 and must be completed by 9:00 a.m. on that day. Any space not claimed by 9:00 a.m., Thursday, January 25, 2024 may be reassigned without refund. No changes or exceptions to this move in schedule will be made.

It will be the responsibility of exhibitors to arrange set-up of their own exhibits. The hotel does not supply any manpower or equipment (dollies, carts, etc.) to bring convention equipment and supplies to the convention level. The show’s company, Stronco Show Services will not provide supplementary or move in services for our table top exhibitors.

It is expected that the type of display will allow for company representatives to carry in all materials by hand. The hotel does not have any storage space available for crates or boxes. Please ensure that move in personnel can either store boxes under your display table or remove crates from the property.

MOVE OUT

Any dismantling, packing or activity which would indicate closure of the booth/display, in part or in full, before official closing is prohibited. If an Exhibitor acts in breach of this provision, it will negatively affect their ability to participate in the following year's show.

EXHIBIT HALL

Saturday, February 1, 2025 | 1:30 p.m. – 7:30 p.m.

Exhibitors are asked to dismantle their booths no earlier than 1:30 p.m. on Saturday, February 1, 2025. It is the responsibility of exhibitors to arrange dismantling and removal of their own exhibits, and to have work completed by 7:30 p.m. Any material left on the floor not consigned after 7:30 p.m. will be removed and storage will be arranged at the exhibitor's cost.

TABLE TOP DISPLAY HALL

Saturday, February 1, 2025 | 1:30 p.m. – 3:00 p.m.

Exhibitors are asked to dismantle their table top displays no earlier than 1:30 p.m. on Saturday, February 1, 2025. It is the responsibility of exhibitors to arrange dismantling and removal of their own displays, and to have work completed by 3:00 p.m. The Hotel reserves the right to dispose of any items that are left unclaimed after 24 hours.

MATERIAL HANDLING

Material handling at the receiving docks of the Westin Harbour Castle has been arranged with Stronco Show Services at OVMA's expense. This service is only available on Wednesday, January 29, 2025, and is for Exhibitors reserving space in the Exhibit Hall only. If you do not need this service, please ensure your company's representatives are available to move your shipment when it arrives. Several dollies will be made available to assist in moving heavy items to your booth. Please return the dolly immediately to allow others who need it, to use it.

EXHIBITOR SERVICE KIT

The Exhibitor Service Kit will be made available in early November 2024. Registered exhibiting companies will be notified and provided with a direct link to its location on the conference website as soon as it is available.

The Exhibitor Service Kit contains forms for ordering all conference supplementary services such as: electrical service, telephone and internet hook-up, lead retrieval services, equipment rental (furnishings, decorations, signage, audiovisual) and many other important show information forms and instructions.

CUSTOMS

The service of a customs brokerage firm is strongly recommended for all shipments originating outside of Canada. This will eliminate the possibility of materials being held at the border by Canada Customs due to improper or insufficient documentation resulting in these same materials arriving too late or not at all. Stronco Show Services has been appointed as the official customs broker for the OVMA Conference. Additional information will be provided in the Exhibitor Service Kit.

SHIPPING AND STORAGE

In order to facilitate the most efficient and cost-effective service possible, Stronco Show Services has been appointed the official air and ground transportation carrier to handle all domestic and international exhibit shipments.

The Westin Harbour Castle will not have the facilities for advance storage. It is therefore important that prior arrangements be made with Stronco if advance warehousing / storage is needed.

All supplies, handouts, literature, and samples must be confined to the Exhibitors' space(s). Additional on-site storage for these materials is not available.

SECURITY

The Association will provide 24-hour perimeter security. This security is to prevent unauthorized entry into the Exhibit Hall. **It is not intended to protect individual exhibit booth contents.** The Association will not be responsible for the loss of any material or for any cause for injury to persons and urges booth personnel to use good judgement in securing their supplies, instrumentation, and confidential information during and after exhibit hours.

EXHIBIT HALL

Security will be provided from 8:00 a.m. Wednesday, January 24, until 1:30 p.m. Saturday, January 24, 2024, and will also patrol the exhibit area during the times that the hall is closed.

TABLE TOP DISPLAY HALL

A security guard will be provided from 7:30 a.m., Thursday, January 25, until 1:30 p.m. Saturday, January 27, 2024, and will also patrol the foyer during the times that the area is closed.

BOOTH CLEANING

Each exhibitor is responsible for maintaining the daily cleanliness of their own booth space. Cleaning of booths shall take place at times other than show hours. Booth cleaning services will be made available through Stonco. Service order information will be included with the Exhibitor Service Kit in November. The Association will be responsible for the cleaning of aisle space and public areas only.

ONTARIO ELECTRICAL SAFETY CODE & ONTARIO REGULATION 438/07

According to Ontario's Electrical Safety Code and Ontario Regulation 438/07, all electrical products offered for sale, sold, displayed, or connected to a source of power in Ontario must be approved by a recognized certification agency or field evaluation agency accredited by Standards Council of Canada. Approved products have been assessed to ensure that they meet the safety requirements of Canadian standards. Electrical products that do not bear the mark of a recognized certification agency or field evaluation agency may be unsafe and could pose serious electrical shock and/ or fire hazards.

Unapproved products may not be advertised, offered for sale, sold, displayed, or connected to a power source.

Exhibitors must check electrical products to ensure that they have been approved.

More information, including a list of recognized marks and labels can be found by visiting:

<https://esasafe.com/electrical-products/recognized-certification-marks>

Representatives from the Electrical Safety Authority may access the show at any time to ensure that all electrical equipment on displays is:

- a. approved, or
- b. if unapproved, exhibitors have obtained from ESA one of the following:
 - i. Permission to Show, or
 - ii. Permission to Show & Energize such equipment.

Permission must be granted by the ESA for any non-approved equipment prior to the start of the Trade Show. *Failure to comply with these Rules or the Regulation is an offence and upon conviction, a person or director/officer of a corporation could be found liable to a fine of up to \$50,000 and /or imprisonment of not more than a year. A corporation may be found liable to a fine up to \$1,000,000.*

To ensure compliance, "Applications to Show / Energize" (as required for unapproved equipment), can also be found on the website noted above.

MINISTRY OF LABOUR RADIATION REGULATIONS

Exhibitors are reminded that according to regulations under the Occupational Health and Safety Act, any X-ray source must be registered with the Ontario Ministry of Labour:

Section 5. (1) An X-ray source shall not be used at a workplace unless the employer who has possession of the X-ray source is registered with the Director.

(2) An application for registration under this section shall be in Form 1 and shall be filed with the Director.

If an exhibitor intends to display an X-ray unit capable of producing radiation, it must be registered, regardless of whether or not it is plugged in or activated. For more information on registration of radiation sources, please visit the Ministry of Labour's website at http://www.labour.gov.on.ca/english/hs/about_rps.php.

OTHER REGULATIONS

Fire hose cabinets and exit doors must be left accessible and in full view at all times. All display material must be flameproof and subject to inspection by the Fire Department. No inflammable liquids or substances may be used or shown in the Exhibit Hall or Table Top Display Hall.

Advertising and distribution of promotional material must be limited to the confines of the booth of each respective exhibitor. Distribution of noise-making devices of all kinds is prohibited.

OVMA reserves the right to ban objectionable premiums or novelties and to prevent the sale or distribution of articles and/or products which it believes might endanger the health or safety of those visiting the exhibition.

No signs or other articles shall be fastened to wall brackets or other electrical fixtures. The use of thumbtacks, double sided tape (rubber backing type), scotch tape, nails, screws, bolts and spikes or any tool or material which could damage the floor or walls is prohibited. Only masking tape or a material that can be removed easily without damage to walls or surfaces can be used for affixing signs, banners, etc.

No adhesive backed (stick-on) decals or similar promotional items are permitted in the hotel or Conference Centre.

Exhibitors will be held responsible for any damage done to the Westin Harbour Castle by them or their employees. No nails, tacks, or screws shall be driven into walls, woodwork, or flooring of the building.

Electrical and other apparatus must be muffled so noise does not interfere with other exhibitors. Audio-visual presentations must be kept at such a level so as not to disturb other exhibitors or interfere with traffic flow.

Management reserves the right to restrict exhibits which, because of noise or any other reason, become objectionable; and to prohibit future participation or evict any exhibit that, in the opinion of the Association, detracts from the character of the Conference, or fails to adhere to the rules and regulations as outlined herein.

Only registered exhibitors may distribute advertising hand-outs.

POACHING & SCAMMING ALERT

Please be aware of companies calling you directly to offer to reserve your hotel reservations. These companies are in no way affiliated with OVMA or the Westin Harbour Castle; however, they may tell you that they are. **Please be aware that OVMA, nor its contracted hotel, the Westin Harbour Castle, will not contact you directly to solicit hotel reservations.**

Do Not Ever provide these companies with your credit card information as this may result in your credit card number being stolen or compromised. They may also promise a reservation that simply does not exist and upon arrival you may be told that you do not have a room.

Information and a direct link to make your hotel room reservations will be provided with the Exhibitor Service Kit in November, 2024.

LIABILITY

Ontario Veterinary Medical Association (“OVMA”) will not be responsible nor liable for injury to the person or property of the exhibitors, their guests, invitees, employees, or agents. Furthermore, the exhibitor agrees to hold harmless and defend OVMA, its officers, directors, employees, and agents from any liability of personal injury and loss or property damage. All property of an exhibitor is understood to remain in his/her care, custody, and control in transit to or from within the confines of the Exhibit Hall. Should the exhibit fail to arrive, the exhibitor is nevertheless responsible for the booth rental fees.

Furthermore, the exhibitor assumes the entire responsibility and liability for losses, damages and claims arising out of injury to persons or damage to the exhibitor’s displays, equipment or other property brought upon the premises of the Hotel. The exhibitor also agrees to indemnify, defend and hold harmless the OVMA, Starwood Hotels & Resorts Worldwide and its owners, servants, agents, employees and Stronco Show Services against all claims or expense for such losses, including reasonable attorney’s fees, arising out of or caused by its installation, removal, maintenance, occupancy or use of the exhibition premises or a part thereof, excluding any such liability caused by the sole gross negligence of OVMA or its Board of Directors and employees, the Hotel and its employees, agents and employees of Stronco Show Services.

The exhibitor understands that neither the OVMA, nor the Hotel, maintain insurance covering the exhibitor’s property and that it is the sole responsibility of the exhibitor to obtain such insurance. Each exhibitor acknowledges that they are responsible for obtaining property insurance for its exhibit and display materials including coverage for damage, theft or injury of an nature, and any claims arising from any activities conducted through the duration of the Conference, including move-in, Conference days and move-out.

All OVMA Exhibitors are required to obtain Liability Insurance with limits not less than \$2,000,000 per occurrence. The required policies must name as “Additional Insured”: Ontario Veterinary Medical Association; SCG Aquarius Toronto Hotel, Inc. d/b/a The Westin Harbour Castle, Toronto and Stronco Show Services, and their respective directors, officers, employees, agents, representatives, parent companies, subsidiaries and affiliates and any additional entities. Proof of such insurance may be requested, and certificates must be provided upon request. Failure to do so may result in the revoking of exhibit space.

ENFORCEMENT OF EXHIBITORS’ PROSPECTUS TERMS

The terms outlined in the OVMA Exhibitors’ Prospectus are intended to bring order and fairness to the medium. OVMA reserves the right to restrict or terminate an exhibit without notice if an Exhibitor violates any of the terms herein. In the event of such restriction/eviction OVMA is not liable for any refunds, rentals, or other exhibit expenses.

In addition to being subject to restriction or termination of an exhibit, violation of these terms by exhibitors may negatively affect a company’s ability to participate in future OVMA trade show events.

By submitting an application for booth space, the exhibitor agrees to abide by the terms as outlined in the yearly OVMA Exhibitors’ Prospectus and all applicable rules and regulations of the Conference venue. The OVMA reserves the right to make all final decisions regarding the interpretation and enforcement of these Rules & Regulations. OVMA will endeavor to inform exhibitors of any amendments in a timely manner.

TABLE TOP DISPLAY HALL

HARBOUR BALLROOM FOYER

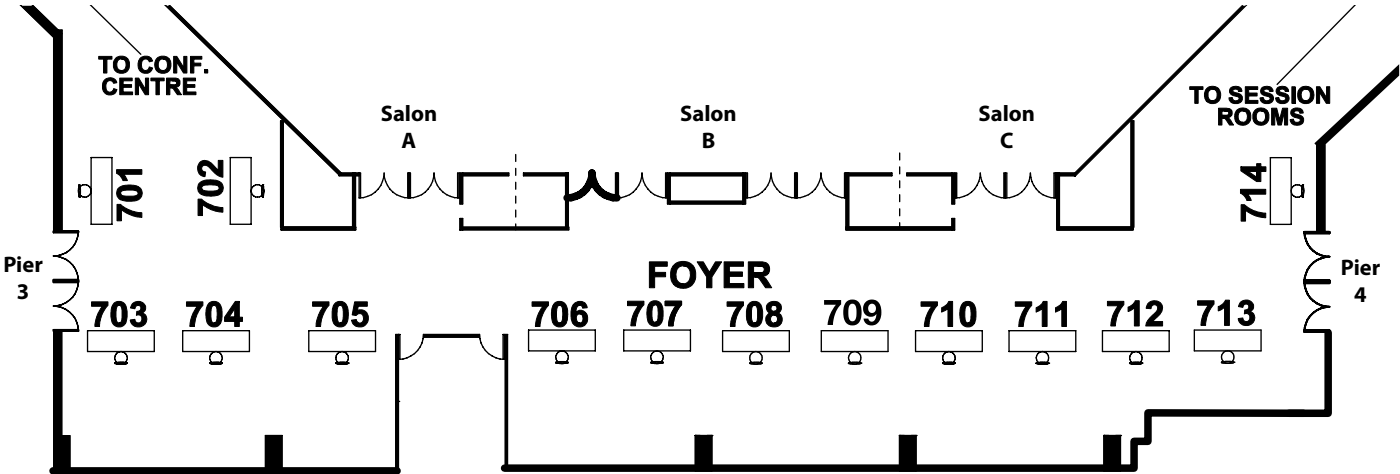


EXHIBIT HALL FLOOR PLAN

WESTIN HARBOUR CASTLE CONFERENCE CENTRE METROPOLITAN ROOM

