



A Natural Attraction

QUINTE REGION CAREER & TRAINING FAIR



Registration Form

TUESDAY, JANUARY 22, 2019 | 5:00 PM TO 8:00 PM

TRENT PORT MARINA

COMPANY NAME: _____

ADDRESS: _____

TELEPHONE: _____ FAX: _____

EMAIL: _____

NAMES OF COMPANY REPRESENTATIVES ATTENDING:

NAMES OF POSITIONS YOUR COMPANY IS HIRING:

ELECTRICITY REQUESTED? _____ INTERNET REQUIRED? _____

How many positions you are hiring for: _____ full-time _____ part-time _____ student _____

PLEASE FAX OR EMAIL THIS FORM TO:

QUINTE WEST, CITY HALL 613-392-2841 ext. 4421; karenp@quintewest.ca or

BELLEVILLE CITY HALL: 613-967-3238; kobrienmumby@city.belleville.on.ca

REGISTRATION DEADLINE: January 4, 2019

HOURS: CAREER FAIR HOURS WILL BE BETWEEN 5:00PM AND 8:00PM. DISPLAYS CAN BE SET UP STARTING AT 3:30PM. **PLEASE BE FULLY SET UP BY 4:45PM.** ALL EXHIBITORS ATTENDING **MUST** COMMIT TO THE SCHEDULED TIME FRAME NOTED ABOVE.

DISPLAY AREA: EACH BOOTH WILL BE SUPPLIED WITH TWO CHAIRS, A 6' x 2.5' TABLE WITH TABLE CLOTH ****Please bring your own extension cords****

REFRESHMENTS: COMPLIMENTARY SNACKS AND REFRESHMENTS WILL BE AVAILABLE FOR A MAXIMUM OF TWO PEOPLE PER ORGANIZATION.

PARKING: IS AVAILABLE ON SITE.

****THIS CAREER FAIR IS FIRST COME FIRST SERVE AS SPACE IS LIMITED ****

INSURANCE: PRIOR TO THE COMMENCEMENT OF THIS AGREEMENT, AND FOR THE ENTIRE DURATION THEREOF, THE VENDOR SHALL OBTAIN AND MAINTAIN INSURANCE COVERAGE AS OUTLINED BELOW, PROVIDED BY AN INSURANCE COMPANY LICENSED TO TRANSACT BUSINESS IN THE PROVINCE OF ONTARIO. EVIDENCE OF SUCH INSURANCE SHALL BE PROVIDED TO THE CITY IN THE FORM OF A CERTIFICATE OF INSURANCE SIGNED BY AN AUTHORIZED SIGNATORY PRIOR TO THE COMMENCEMENT OF THIS AGREEMENT AND AS OTHERWISE SPECIFIED BELOW:

1. COMMERCIAL GENERAL LIABILITY WITH A LIMIT OF NOT LESS THAN \$2,000,000. PER OCCURRENCE/\$5,000,000 AGGREGATE
2. THE CORPORATION OF THE CITY OF QUINTE WEST MUST BE NAMED AS AN ADDITIONAL INSURED.
3. CONTRACTUAL LIABILITY
4. TENANTS' LEGAL LIABILITY (PERMANENT OR TEMPORARY OCCUPANCY OF A MUNICIPAL BUILDING)

IN THE EVENT THAT YOU ARE UNABLE TO PROVIDE THE APPROPRIATE INSURANCE COVERAGE, YOU MAY TAKE ADVANTAGE OF THE CITY'S MUNICIPAL FACILITY USER GENERAL LIABILITY INSURANCE PROGRAM AT THE COST OF \$15.00 PER DAY ESTABLISHED BY BFL CANADA AND COLLECTED ON THEIR BEHALF BY THE CITY OF QUINTE WEST.