

Westbrook Mall

DISPLAY OR EXHIBITION SPACE – Application Form

Please return Form to Kim Wiltse, Marketing & Specialty Leasing Director,
24, 1200 – 37th Street SW, Calgary, AB, T3C 1S2
kwiltse@20vic.com | 403-249-0052

DATE ISSUED: _____

Legal Name of Organization: _____

Organization Charitable No: _____

Phone No.: _____

Address: _____

Authorized Representative: _____

Email: _____

Title: _____

Organization's Function: _____

Name of Event, Display or Exhibit: _____

Purpose of Event, Display, Exhibit: _____

If the purpose is fundraising, how much do you anticipate raising? _____

Date(s) of Event, Display, Exhibit: _____

DISPLAY DESCRIPTION AND PHYSICAL REQUIREMENTS: _____

Describe Display : _____

Will there be: SOUND _____ FILM SLIDES _____

PROMOTION AND PUBLICITY:

Will event, display, exhibit, be publicized in any way whatsoever?

Yes _____ NO _____ If yes, how? _____

Samples of all notices, media release and any subsequent coverage must be forwarded to the Shopping Centre Management Office.

Loading and unloading requirements:

MEDIA:

All media must be pre-approved by management prior to invitation. Any media invitations to the mall must be explicitly approved by the management office, and media are expected to follow all guidelines (i.e. signing in at Guest Services, completing Media Request Form, etc.)

INSURANCE:

Prior to the event, display, exhibit, the Exhibitor shall at its own expense and cost obtain a Certificate of Insurance in the minimum sum of:

TWO MILLION -- DOLLARS \$2,000,000

Public liability and property damage, naming the Exhibitor and **20 VIC Management Inc and Capital City Shopping Centres Limited** as additional insured. No agreement will be accepted and signed by the Landlord unless a Certificate of Insurance has been provided and attached to this form.

Please note: PHOTOCOPIES OR FAXES OF INSURANCE CERTIFICATES ARE NOT ACCEPTABLE.

SALES OF MERCHANDISE OR SERVICE:

No sales of merchandise or service are permitted by any Exhibitor unless specifically approved by the Landlord. A CITY PERMIT must be obtained by anyone selling merchandise or services and no agreement will be accepted and signed by the Landlord unless a copy of the City Permit has been provided and attached to this form.

Permit Required? YES _____ NO _____

If YES, has permit been attached? _____

A PROVINCIAL PERMIT must be obtained by anyone selling raffle tickets.

If required, Permit Number is: _____

Prior to the event, display or exhibit, the Exhibitor will obtain all approvals, licenses or permits required by and the payment of all fees, charges or royalties payable to the Performing Rights Organization of Canada

Limited (PROCAN) and the Composers, Authors and Publishers Association of Canada Limited (CAPAC) or any similar organization, (or any successor thereof), in respect of the issue or grant by them of licenses for the performance of dramatic or musical works in or around the Shopping Centre. Upon request, the Exhibitor shall present to the Licensor a copy of all such approvals, licenses or permits including evidence of all necessary payments required in respect of such approvals, licenses or permits. The Exhibitor shall indemnify and save harmless the Licensor from and against all and any demands, liabilities, fees, charges or royalties arising from or out of this Agreement.

I HEREBY CERTIFY THAT THE ABOVE AND ATTACHED INFORMATION IS TRUE AND COMPLETE. I HAVE READ, UNDERSTOOD AND ACCEPTED THE TERMS AS STATED:

EXHIBITOR: _____ DATED: _____

PER:

(Signature)

(Print Name and Title)

CONTRACT DETAILS REVIEWED AND APPROVED:

Licensor: Westbrook Mall

PER: _____
Westbrook Mall Management

DATED: _____