

OTAKUTHON

FESTIVAL D'ANIME · ANIME CONVENTION

26-27 JUILLET 2008
JULY 26-27, 2008



SPONSORS KIT



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GREETINGS,

Otakuthon 2008 will take place on Saturday, July 26th and Sunday, July 27th at the Palais des congrès de Montréal located at 201 Viger Avenue West, Montreal, Quebec.

This kit is intended for dealers (merchants who will sell goods during the convention), sponsors (organizations or companies that advertise at Otakuthon) and exhibitors (other organizations or companies who will be at Otakuthon to promote themselves).

The official hotel for the convention will be the Holiday Inn Select Montreal Downtown (99 Viger Avenue West), located just across the street from the Palais des congrès de Montréal. Details are listed in the Introduction section (next page).

To participate in this year's event, please fill out and submit:

- A signed copy of the dealer/sponsor **contract**
- The **dealer request form**, if you are purchasing a table
- The **sponsorship request form**, if you are purchasing an advertisement)
- Your **payment** made payable to **Otakuthon**, received no later than June 20th, 2008.

The contract, form(s) and payment should be submitted to the following mailing address:

Otakuthon Exhibitors
6815 Trans Canada HWY
P.O Box 30017
Pointe-Claire, Quebec
H9R 5P6
Canada

Please remember to make a table reservation before mailing your payment to participate in the Dealer's Area. You may also visit our website at <http://www.otakuthon.com> for further information such as area maps, driving directions, hotel reservations and the latest news about the convention.

If you have any questions, please feel free to contact me at partnership@otakuthon.com.

Sincerely,

Minh-Tam Tran
Partnership Coordinator
Otakuthon 2008

OTAKUTHON 2008 VENUE Palais des congrès de Montréal



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1. INTRODUCTION

Otakuthon is Quebec's largest festival celebrating Japanese animation (anime), graphic novels (manga), related gaming and pop-culture. The first of its kind in Montréal, Otakuthon is a full-fledged, fan-run, bilingual anime convention that features a number of special guests as well as many activities and events spotlighting anime, manga, video games, artwork, and Japanese culture.

Previously held at Concordia University, Otakuthon is proud to announce that this year, it will be presenting the event at Montreal's convention center, the Palais des congrès.

OTAKUTHON 2008 DATE

Saturday, July 26th 2008

Sunday, July 27th 2008

CONVENTION HOURS

Saturday: 9:00am to 3:00am

Sunday: 9:00am to 8:00pm

EXHIBITION HALL

Opening Hours (Saturday & Sunday)

10:00am to 6:00pm

LOCATION

Palais des congrès de Montréal

201 Viger Avenue West, Montreal, Quebec

OTAKUTHON 2006 :

1872 REGISTERED ATTENDEES

Free admission to all, registration optional

OTAKUTHON 2007 :

1946 PAID ATTENDEES

\$15 pre-registration membership fee

\$20 door registration membership fee

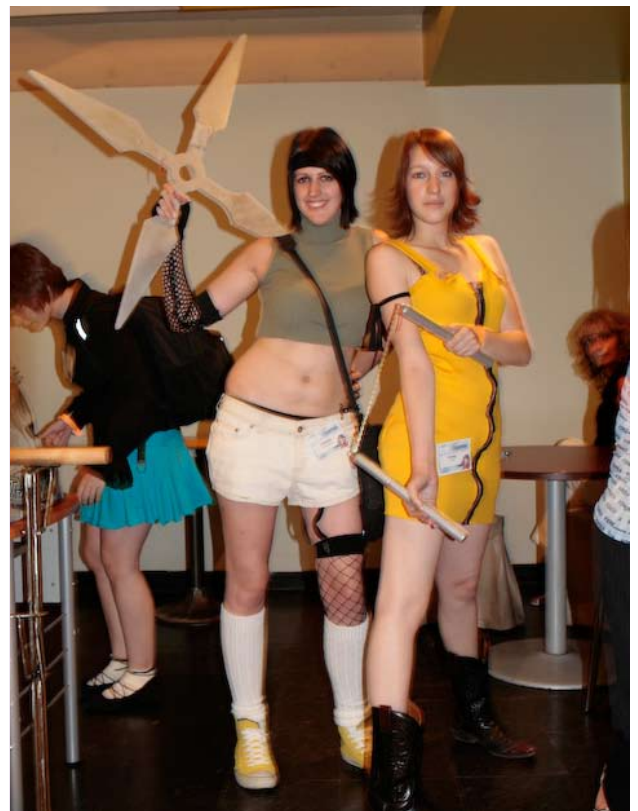
This year, in order to make Otakuthon even greater success, it was decided that Otakuthon 2008 would be held at Montreal's convention center, the Palais des congrès de Montréal. Due to the larger expense of renting this area, membership fees will be increased to \$30 for pre-registrations paid before May 16th, 2008 and \$40 at the door.

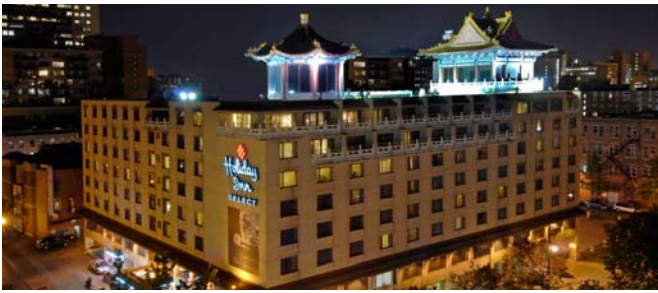
Factoring in the increase in membership fees, Otakuthon 2008 is currently planning for an attendance number of approximately 2200 attendees.

1.1 ATTENDANCE NUMBERS

Otakuthon 2006 was Quebec's first successful anime convention with over 1800 attendees. The convention was free and open to the public, though donations were accepted.

Otakuthon 2007 continued the success of the first year, but due to large increases in facility costs and in order to meet higher expectations from the fans, a membership fee of \$15 during pre-registration period or \$20 at the door was introduced.





1.2 OFFICIAL HOTEL OF OTAKUTHON 2008

HOLIDAY INN SELECT MONTREAL DOWNTOWN

99 Viger Avenue West

Special room rates are offered for Otakuthon at:

- \$140 per night for single or double occupancy.
- \$150 per night for triple occupancy.
- \$160 per night for quadruple occupancy.

Reservations can be made directly with the hotel by phone at 514-878-9888, 1-800-878-9888 or by booking online at their website at:

<http://www.yul-downtown.hiselect.com>

In order to receive the discount rate, you must make your reservation using the group code **OTA**.

Please make reservations as soon as possible to secure a room. Spaces are limited and will be available on a first come, first served basis. All rates are in Canadian dollars and all rooms are subject to applicable local taxes.



1.3 PARKING

Underground parking is available at the Holiday Inn at a rate of \$18 per day. Please inquire when making your reservation.

Additionally, the Palais des congrès de Montréal also offers underground parking at the following rates:

VIGER PARKING

- Entrance: 1024 de Chénéville
- Capacity: 400 spaces
- Clearance: 1.81 m (5'11")
- Rates:

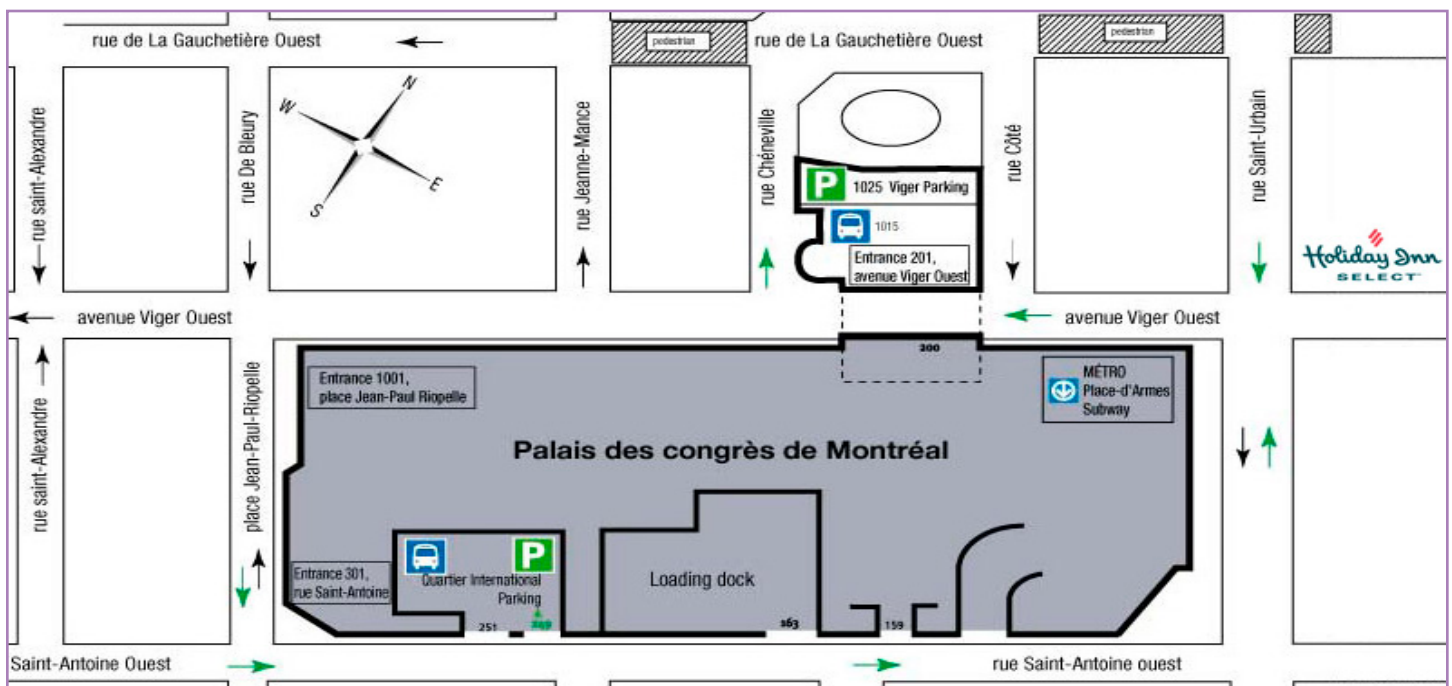
Every 20 minutes	\$3.25
Event Fare	\$16.00
12-24 hours	\$18.00

QUARTIER INTERNATIONAL PARKING

- Entrance: 249 St-Antoine West
- Capacity: 1200 spaces
- Clearance: 2.00 m (6'7")
- Rates:

Every 30 minutes	\$3.50
Event Fare	\$16.00
12-24 hours	\$18.00

ACCESSIBILITY PLAN - PALAIS DES CONGRÈS DE MONTRÉAL





2. SPONSORSHIP INFORMATION

Otakuthon provides several levels of sponsorship and advertising. Pricing and packages are negotiable. If interested, please contact our Partnership Coordinator at partnership@otakuthon.com for more details.

	DIAMOND \$15 000	PLATINUM \$10 000	GOLD \$5 000	SILVER \$3 000	BRONZE \$1 000
NAMES					
Sponsor name always associated with convention	X				
One main room named after sponsor	X	X			
One regular room or area named after sponsor			X	X	X
ADVERTISEMENT					
Company banner	3	2	1	1	
Bag Stuffing	X	X	X	X	X
Commercials in screening rooms	X	X	X		
PROGRAM BOOKLET					
Welcoming words	X				
Your company logo on cover page	X				
Center fold - full page color with bleed	X				
Inside - Full page color		X	X		
Inside - Full page B/W				X	
Inside - Half page B/W					X
Your company logo in "Thank You" section	X	X	X	X	X
COMMUNICATIONS					
Press releases	X				
E-mail Newsletter (company logo)	X				
Posters (company logo)	X	X			
Pamphlet (company logo)	X	X	X		
Flyers (company logo)	X	X	X	X	
WEBSITE					
Splash Page (company logo)	X				
Main page (company logo)	X				
Partnership page (company logo)	X	X	X	X	X
Vertical web banner ad	X	X	X	X	X
EVENTS					
Welcoming address	X				
One event named after sponsor	X	X			
Table in Exhibition Hall (subject to availability)	X	X	X	X	X

2.1 AD SUBMISSION GUIDELINES

PROGRAM BOOK ADVERTISING RATES		
POSITION	DIMENSION	PRICE
Outside Back Cover - Color Gloss	8.5"x11" +1/8"Bleed	\$500
Inside Front Cover - Color Gloss	8.5"x11" +1/8"Bleed	\$300
Inside Back Cover - Color Gloss	8.5"x11" +1/8"Bleed	\$300
Full Page - B/W	7.5" h x10"	\$175
Half Page - B/W	4.75"h x 7.5"w	\$100
Business card	2"h x 3.5"w	\$65

All submissions must be paid by May 16, 2008.



In order to deliver the best image quality possible, only electronic file submissions will be accepted. Please also include with your payment a printed copy of your advertisement for proofing purposes.

SUBMISSION REQUIREMENTS

- Files submitted should be in the highest quality, color depth and resolution possible.
- Files may be submitted in the following **RGB** or **CMYK** formats: **PDF-X, TIFF, JPG, PSD**.
- Files should have a minimum resolution of **300 DPI** and include any non-standard fonts which were used.
- Files may be submitted via optical media (CD-R/DVD-R) or emailed to ads@otakuthon.com if less than 10MB in size.
- Please contact us if you have any questions regarding the submission requirements.

2.2 BAG STUFFING

Otakuthon invites dealers, sponsors and exhibitors to submit promotional items to be included in the membership kits to be distributed to all attendees, subject to approval by the Partnership coordinator.

For each item to be included in our membership bags, there will be a **120\$ service charge**. Please contact partnership@otakuthon.com before sending any items. In order to ensure that each attendee receives an item, please submit 2500 pieces and ensure that items are received via mail before July 11th, 2008.

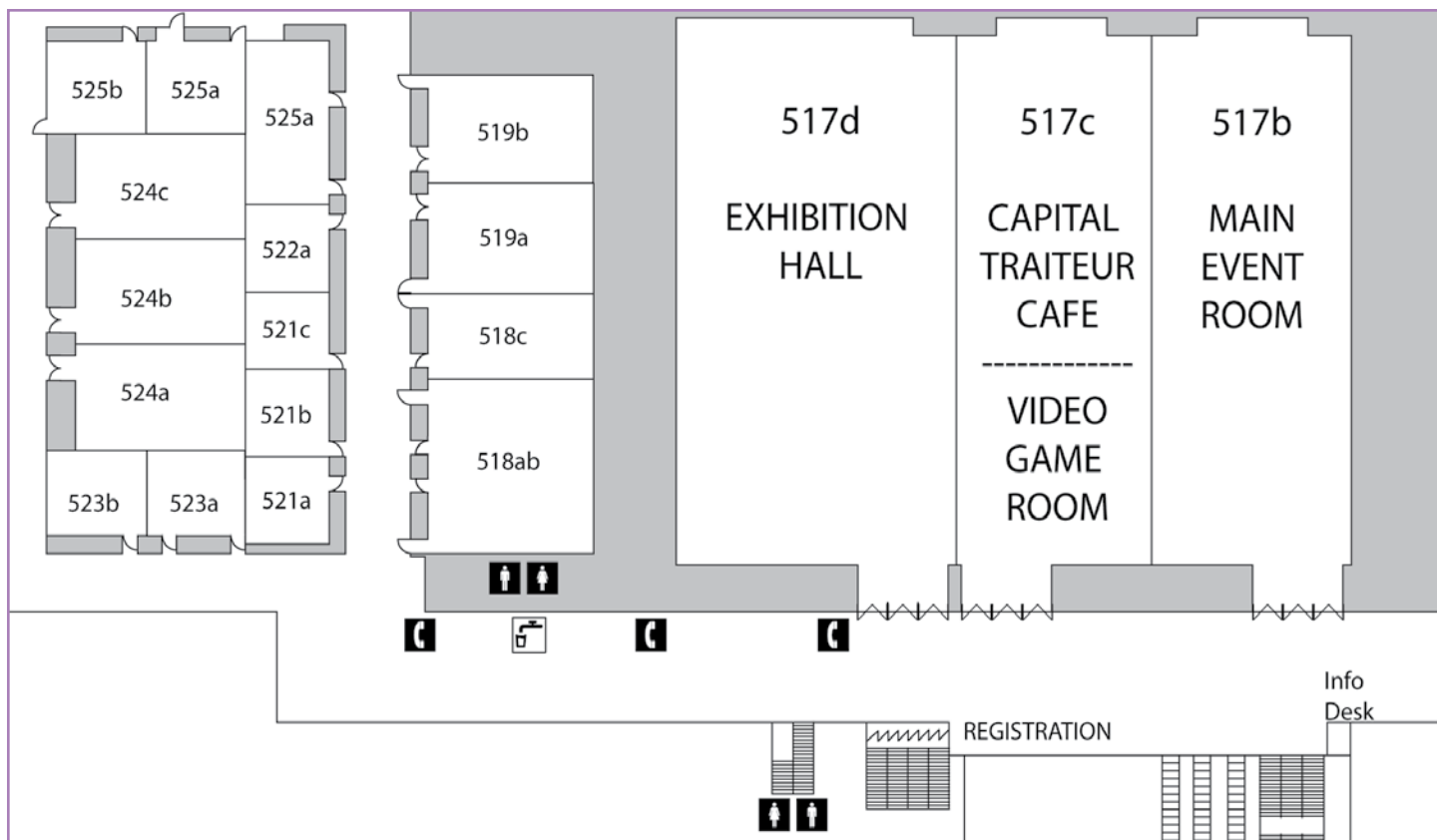
Otakuthon reserves the right to refuse any items that are deemed unacceptable. If in doubt, please contact partnership@otakuthon.com to determine suitability of the items in advance.

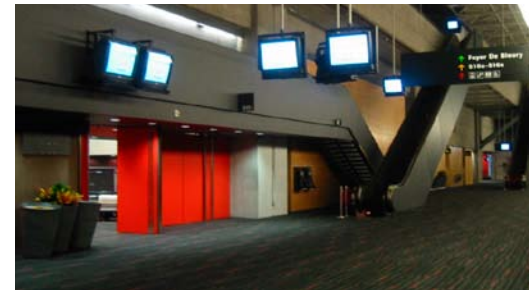
3. EXHIBITION HALL

Otakuthon will be using a single Exhibition Hall this year which will hold all tables for dealers, exhibitors and artists (formerly the Dealers' Area, the Exhibitor Area and the Artists' Area). This combined space covers over 1200 square meters and is larger than the three spaces combined from the previous year.

The Exhibition Hall will be held in room **517d**. Tables for dealers, exhibitors and artists will be assigned before the day of the convention.

OTAKUTHON 2008 - FLOOR PLAN





3.1 OPERATING HOURS

DAY	SETUP	OPEN HOURS	TEARDOWN
Friday	6pm – 9pm	N/A	N/A
Saturday	8am – 10am	10am – 6pm	6pm – 7pm
Sunday	8am – 10am	10am – 6pm	6pm – 8pm

Dealers should have all their goods in the Exhibition Hall **before Saturday at 9:00 AM** to avoid conflict with convention registration. Dealers and exhibitors will be given access to the area during the outlined setup hours and are expected to be at their booth at 9:00am. Artist area participants will only be given access for setup at 9:00am.

Merchandise may be brought into the Exhibition Hall during setup hours on Friday for storage. In order to avoid the rush, dealers and exhibitors may opt to complete their setup and ensure all goods are loaded on Friday evening. Palais des congrès will be supplying carts for transporting goods. **Service doors will be closed at 10:00am**, at which time dealers may no longer bring in any merchandise from the loading area.

Outside of operational hours, the entire Exhibition Hall room will be locked down by Palais des congrès de Montréal security. Under no circumstances will anyone be permitted back inside the area outside of the stated operational hours. Please treat the above times as the rule, not merely a guideline, and plan accordingly.

The convention chair, Dealer Director, Partnership Coordinator or the Palais des congrès reserve the right to close the Exhibition Hall at any time for any given reason. **Please read section 6 for the full Exhibition Hall regulations.**

4. DEALER INFORMATION

4.1 RATES

DEALER TABLE RATES TYPE	SQUARE FOOTAGE	PRICE
Premium Corner (2 tables)	71 sq ft.	\$400
Premium Single (1 table)	50 sq ft.	\$200
Regular Corner (2 tables)	71 sq ft.	\$280
Regular Single (1 table)	50 sq ft.	\$150

NOTES

- Square footage includes tables.
- All rates are in Canadian dollars.

Each dealer table (and each additional table) includes **two** free dealer membership badges that provides access to the Exhibitor Hall. Tables will be dressed with a tablecloth, however it is recommended to bring a tablecloth for each table to cover your merchandise at the end of the day.

Free dealer badges may not be shared or sold. Names to be printed on the badges must be provided in advance. If additional badges are required, please contact the Dealers' Director at dealers@otakuthon.com.

No electricity, telephony or internet services will be provided but may be ordered from Palais des congrès de Montréal facilities. Arrangements must be made in advance. Additional fees will apply. Please contact the Dealers' Director at dealers@otakuthon.com for more information.

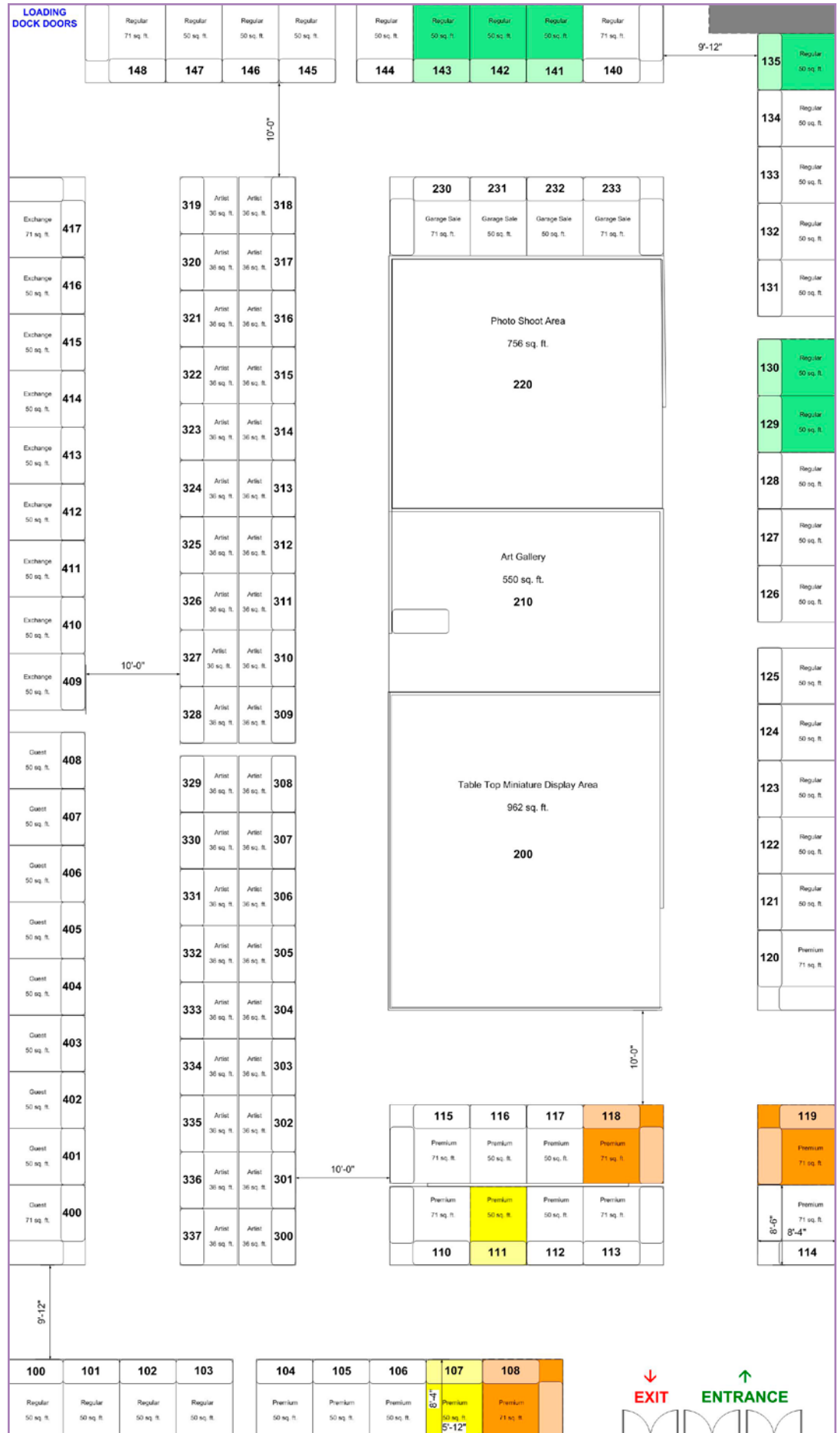
Please read the facility regulations in section 6 carefully.



517D -EXHIBITION HALL FLOOR PLAN

TABLE PRICE LIST

SPACE	TYPE	SIZE: (SQ.FT)	PRICE
108	Premium	2 Tables: (71)	\$400
110	Premium	2 Tables: (71)	\$400
113	Premium	2 Tables: (71)	\$400
114	Premium	2 Tables: (71)	\$400
115	Premium	2 Tables: (71)	\$400
118	Premium	2 Tables: (71)	\$400
119	Premium	2 Tables: (71)	\$400
120	Premium	2 Tables: (71)	\$400
104	Premium	1 Table: (50)	\$200
105	Premium	1 Table: (50)	\$200
106	Premium	1 Table: (50)	\$200
107	Premium	1 Table: (50)	\$200
111	Premium	1 Table: (50)	\$200
112	Premium	1 Table: (50)	\$200
116	Premium	1 Table: (50)	\$200
117	Premium	1 Table: (50)	\$200
100	Regular	1 Table: (50)	\$150
101	Regular	1 Table: (50)	\$150
102	Regular	1 Table: (50)	\$150
103	Regular	1 Table: (50)	\$150
121	Regular	1 Table: (50)	\$150
122	Regular	1 Table: (50)	\$150
123	Regular	1 Table: (50)	\$150
124	Regular	1 Table: (50)	\$150
125	Regular	1 Table: (50)	\$150
126	Regular	1 Table: (50)	\$150
127	Regular	1 Table: (50)	\$150
128	Regular	1 Table: (50)	\$150
129	Regular	1 Table: (50)	\$150
130	Regular	1 Table: (50)	\$150
131	Regular	1 Table: (50)	\$150
132	Regular	1 Table: (50)	\$150
133	Regular	1 Table: (50)	\$150
134	Regular	1 Table: (50)	\$150
135	Regular	1 Table: (50)	\$150
141	Regular	1 Table: (50)	\$150
142	Regular	1 Table: (50)	\$150
143	Regular	1 Table: (50)	\$150
144	Regular	1 Table: (50)	\$150
145	Regular	1 Table: (50)	\$150
146	Regular	1 Table: (50)	\$150
147	Regular	1 Table: (50)	\$150
140	Regular	2 Tables: (71)	\$280
148	Regular	2 Tables: (71)	\$280





4.2 PAYMENT

All payments should be made **payable to Otakuthon** and received no later than June 20th, 2008.

Please email dealers@otakuthon.com to select and reserve your space in advance. Spaces will be issued on a first come, first-served basis. Once your reservation has been confirmed, payment must be received within **two weeks** of the confirmation date in order to secure your space. Otakuthon reserves the right to relocate exhibits.

The following methods of payment are accepted for dealer table reservations:

- Cheque
- Money order
- Certified/cashier's cheque

Please do not mail cash as we cannot guarantee receipt. Any NSF cheque will be subject to a 30\$ handling fee.

4.3 REFUNDS & CANCELLATIONS

Dealer spaces are non-refundable. In the event that a dealer needs to cancel their space reservation, a partial credit at the organizers' discretion may be provided towards the purchase of a dealer space for Otakuthon 2009 (credit applicable towards Otakuthon 2009 only).

All cancellation requests must be submitted in writing or via e-mail to dealers@otakuthon.com prior to June 27, 2008. No refunds or credits will be provided after this date due to the difficulties in reassigning the space.

Any dealer tables that are left unclaimed by 10:00am on Saturday July 26, 2008 will be considered abandoned and may be reassigned at the sole discretion of the Partnership Coordinator. Otakuthon is not responsible for any losses or damages caused by unclaimed or cancelled tables.

5. EXHIBITOR INFORMATION

Exhibitor tables are a different class of table which are available in the Exhibition Hall. These tables are allocated to organizations and other affiliated companies for promotional purposes, typically as exchange. Potential candidates for these tables are other conventions, anime licensee companies, and other related organizations.

Unlike dealer tables, exhibitor tables may only be allocated to non-profit organizations. Exhibitor tables come with **two free membership badges** which provide access to the convention area. Any company or organization that reserves an exhibitor table may not rent any dealer tables.

Please read the facility regulations in section 6 carefully.

For more information or to reserve an exhibitor table, please e-mail the Partnership Coordinator at partnership@otakuthon.com. The organizers reserve the right to refuse any application for exhibitor tables for any reason.



6. CONTRACT REGULATIONS

1. DEFINED TERMS

- 1.1. The term “convention” refers to the event being held by the organization known as “Otakuthon”.
- 1.2. The terms “facility” and “convention premises” refer to the “Palais des congrès de Montréal”, the site where the convention will take place.
- 1.3. The term “convention dates” refers to the days July 26th, 2008 and July 27th, 2008 inclusively.
- 1.4. The term “organizers” refers to the convention planning committee and their direct representatives.
- 1.5. The term “badge” refers to a piece of identification worn by participants pertaining to class of membership. “Organization badge” refers to generic, unnamed badges which are associated with companies and organizations.
- 1.6. The term “Exhibition Hall” refers a specific location on the convention premises where the specified activity will take place.
- 1.7. In this document, the term “participant” refers to a company or organization (and its representatives) which takes part in the activity on the convention premises known as the “Exhibition Hall”.
- 1.8. The term “dealer” refers to participants which are authorized to sell permitted goods and/or services on convention premises in the designated locations.
- 1.9. The term “exhibitor” refers to participants who are from non-profit organizations and are authorized to display and promote their organization.

2. PARTICIPANT OBLIGATIONS

- 2.1. This document represents the terms of the organizer’s offer to the participant for use of space on the convention premises. The signature of the participant’s representative shall indicate the full and voluntary acceptance of the organizers’ terms.
- 2.2. By signing this document, the participant warrants that they have fully read, understood and agreed to the terms set out in this document and its clauses.

3. SPACE ALLOCATION

- 3.1. The participant may specify a location of preference before signing the contract for one or many spaces as indicated on the included diagram of the Exhibition Hall.
- 3.2. The organizers will attempt to accommodate the participant by assigning the aforementioned space to the participant if it is available. If it is not available, the participant may continue to specify a location preference until a satisfactory location is available.
- 3.3. Once confirmed, the space shall be set aside until payment is received. Payment must be received within ten (10) business days in order to ensure the space will be reserved for the participant. Once received, the location will be assigned to the participant for use during the convention.
- 3.4. If payment is not received within the ten (10) business day period, the space will be released and made available for reservation by other participants.
- 3.5. The organizers reserve the right to relocate any exhibit.

4. EXHIBITION HALL SPACE OCCUPANCY & SETUP

- 4.1. The participant may elect to start occupancy of the assigned space in the Exhibition Hall during the hours indicated as “setup” on the day before or on the first day of the indicated convention dates.
- 4.2. Only participants and convention staff will be permitted in the Exhibition Hall during setup.
- 4.3. Participants should be aware that artists participating in the “Exhibition Hall” will be given access to this room for setup at 9:00am.

- 4.4. No transportation equipment, such as dollies or carts, may be moved via the common and public areas of the Palais. Merchandise may only be loaded and unloaded from the loading docks located at **163 Saint-Antoine West** during the indicated setup and teardown times.
- 4.5. A maximum of 15 minutes for parking is permitted on the dock level. Only the vehicle designated to transport the material/equipment on the dock will be admitted to the loading dock once the material is loaded on the dock. A fine may be imposed for any infraction.
- 4.6. All merchandise must be brought into the Exhibition Hall during setup hours via the service doors. No articles will be accepted into the Exhibition Hall prior to the prescribed setup times, nor can any merchandise shipments be accepted in advance.
- 4.7. Tables not claimed on the date of the convention by 10:00am will be considered abandoned, at which point the organizers may reclaim the table and reallocate it at their discretion.
- 4.8. Electricity, telephone and internet services are not included and must be ordered separately. Additional fees will apply. Services may not be shared between other participants. For further information about these services, please contact dealers@otakuthon.com.
- 4.9. Participants may set up free-standing structures in their space, however the facility requires that:
 - Facilities signage may not be obstructed (ie: posters, monitors, signage)
 - Facilities access points may not be obstructed (ie: stairs, escalators, elevators, all doors including loading area),
 - Facilities equipment access ports may not be obstructed and must have a clearance of at least three (3) feet (ie: electrical panels, water supply inlet/outlets, lightning controls, ceiling cable channels),
 - Access points for folding walls may not be obstructed (ie: ends, doors, nooks and recesses),
 - Acoustic walls must have a minimum clearance of two (2) inches.
 - Nothing may be taped, pinned, glued or otherwise affixed to the walls and floors,
 - Hanging objects may be only mounted by the Palais des congrès de Montréal at designated rigging/anchoring points and be arranged in advance,
 - Structures or other event identification elements must be free standing, without impacting the infrastructure in areas where there is no designated anchoring point,
 - All free-standing structures must be a minimum of three (3) feet from walls and access points.
 - All booths must comply with fire safety regulations.

5. EXHIBITION HALL SPACE OPERATIONS

- 5.1. Participants are expected to be present and ready at their tables fifteen (15) minutes before opening hours on the convention dates.
- 5.2. Participants are expected to operate their tables during the Exhibition Hall hours of operation.
- 5.3. The participant must use the table(s) to which he/she is assigned. Participants may not trade, exchange, or otherwise take other tables or chairs to which they are not assigned even if they are not being used.
- 5.4. The participant may not sublet the assigned space to other parties without permission from the organizers.
- 5.5. The organizers reserve the right to relocate the space assigned to the participant.
- 5.6. Hours of operation are subject to change without notice.
- 5.7. All signs should be written in French and English.

6. BADGES

- 6.1. Participants must wear the assigned badges during the convention at all times.
- 6.2. Badges are used to uniquely identify individuals who are part of the convention membership for the duration of the event. Persons on the premises without a convention badge will be removed by Palais des congrès security.
- 6.3. Organization badges may be issued by dealers and exhibitors at the discretion of the organizers. No dealer or exhibitor may have more than 50% of their badges designated as an "organization" badge.
- 6.4. Badges that are provided may not be shared or sold but organization badges may be transferred to other individuals representing the same company/organization for shift rotation purposes.
- 6.5. The transfer of badges from one representative to another may be performed offsite or at the entrance.
- 6.6. The sharing of badges will result in the badges being revoked and the expulsion from the convention premises without refund or restitution.
- 6.7. Additional badges may be available upon request, however the organizers reserve the right to limit the number and/or apply fees for supplementary badges issued.
- 6.8. Replacement of lost or improperly transferred badges may incur extra processing and replacement fees.

7. CONDUCT

- 7.1. All Exhibition Hall participants must respect the same rules of conduct as the rest of the convention attendees.
- 7.2. With the exception of being permitted to set up and operate a table in the Exhibition Hall, dealer and exhibitor badges do not provide any extra privileges beyond standard membership.
- 7.3. Participants must respect the space and their surroundings.
- 7.4. Participants are prohibited from playing loud music or causing any other sort of disruption which infringes on or inhibits the basic operations of neighboring tables. Audible devices may be played at a moderate volume such that it does not create significant complaints from other participants or convention attendees. Strobes and other overly distracting visual devices may not be used. Otakuthon reserves the right to remove any device or object that it deems to be offensive or inappropriate.
- 7.5. As a common courtesy, please keep your area clean for the duration of the event.
- 7.6. Common areas such as aisles may not be blocked.
- 7.7. Participants may not block or interfere with the space or common areas leading to other participants.
- 7.8. In the event of an emergency, please notify Palais des congrès security. Do not call 911 directly. They will make the call.
- 7.9. The Palais is a non-smoking establishment, subject to the Tobacco Act of the Government of Québec in effect since May 31, 2006. There are two exterior zones for smokers located at 301 St-Antoine and the Esplanade adjacent to Viger Hall. Pursuant to the provisions of the law, any infraction will incur a fine.

8. SALES OF GOODS

- 8.1. No sales transactions will be tolerated on the convention premises outside of the Exhibition Hall without the express permission of the organizers. A repeat offense will result in the expulsion of the responsible parties from the convention premises and possibly a ban from future editions of the convention.
- 8.2. No outside food may be brought into or sold anywhere in the Palais des congrès de Montréal (this includes any sorts of candy and pre-packaged food like Pocky). Capital Traiteur Montréal Inc. is the exclusive supplier of food services at the Palais des congrès de Montréal. Any request for waiver of this regulation may be addressed to Capital Traiteur for evaluation, and proof of such waivers must be demonstrated to appropriate convention staff both prior to the convention and upon request during the convention.



- 8.3. Pirated, "bootleg", unlicensed or illegal materials may not be sold on the convention premises. This includes but is not limited to pirated DVD rips, HK DVDs, and unauthorized imitations. A repeat offense will result in the expulsion of the responsible parties from the convention premises and possibly a ban from future editions of the convention.
- 8.4. Adult materials must be covered and not in public view. Exhibition Hall participants who solicit adult materials must ensure that individuals are at least 18 years old or over and present proof of age. Failure to comply with this policy will result in the expulsion of the participant from the convention premises and may also result in both civil and criminal prosecution. **All materials must conform to local and Canadian laws.**
- 8.5. No sharp or metal weapons or may be sold on the premises without the express permission of the organizers. All weapons must conform to Otakuthon's weapons policy and must meet all relevant requirements as per Quebec and Canadian law.
- 8.6. Sharp or metal weapons may only be sold if they are immediately sealed in the appropriate carrying container. Any weapons intended to be used as props must be peace-bonded immediately by the convention weapons master. The convention, the organizers and the facility reserve the right to restrict any participant from selling weapons. Failure to comply with these regulations will result in the expulsion of the responsible parties from the convention premises and possibly a ban from future editions of the convention.

9. FIRE SAFETY REGULATIONS

- 9.1. Emergency fire equipment and signs may not be obstructed (ie: fire extinguishers, fire hydrants, emergency exit signs and doors).
- 9.2. For materials used for booth decoration or display:
 - Draperies, curtains, decorative materials including dried flowers, cotton, styrofoam, paper and cardboard of less than 1/8 inch (3 mm), textiles, netting and plastic materials, must comply with the CAN/ULC-S109-M Standard for Flame Tests of Flame-Resistant Fabrics and Films, or be fireproofed with Gardex.
 - It is not necessary to fireproof fabrics, paper and other combustible materials intended for sale. Only one sample or piece of useful length may be displayed. Each sample must be in a different shade, texture and quality.
 - Cardboard boxes and crates empty of merchandise should be clearly identified and will be picked up only by employees of the Palais des congrès de Montréal, then stacked based on availability of storage space reserved for this purpose. It is forbidden to store these materials on the side, the back or inside the booth.
 - Natural trees are permitted if they are potted with their roots and watered on a daily basis.
 - Helium cylinders are permitted if they are firmly secured by chain to a cart.

- 9.3. The exhibitor or exhibitor's supplier is responsible for renewing flame retardant treatments when needed to ensure that materials pass the match flame test NFPA-701, Fire Tests for Flame-resistant Textiles and Films. The Security Department of the Palais des congrès de Montréal reserves the right to conduct this test at any time to ensure fire retardant efficiency.
- 9.4. Unless written authorization has been obtained from the Security Department of the Palais des congrès de Montréal, it is forbidden to use the following materials:
- Softwood trees or branches
 - Straw
 - Fabrics in cellulose acetate
 - Straw shavings
 - Packing chips
 - Peat
 - Sono tube
 - Jute
 - Polypropylene / polymer (coroplast) except if the surface used corresponds to 10% or less of the total surface of the stand
- 9.5. Booths and displays should be installed and operated without obstructing:
- Access to any exit or visibility of any exit.
 - The width of any exit.
 - The visibility of any exit sign.
 - Access to fire fighting equipment.
 - No part of an object displayed should extend to an aisle or corridor designated as such.
 - A minimum clearance of 18 inches (45 cm) is required under the sprinkler heads.

10. TEARDOWN & CLEANUP

- 10.1. The participant will respect the times indicated as teardown for the dismantling and removal of their materials from the convention premises.
- 10.2. Any participants who do not complete their teardown before the end of the indicated time period may be billed for facilities overtime subject to the discretion of the organizers.
- 10.3. Any items left in the Exhibition Hall after the end of the teardown period will be considered abandoned and become property of the convention.
- 10.4. Any allocated spaces found to be excessively dirty at the end of the convention will have the cleaning charges billed back to the respective participants.

11. CANCELLATION BY PARTICIPANT

- 11.1. In the event that the participant is unable to attend, the participant may submit in writing a request for cancellation which must be received no later than 30 days prior to the convention date.
- 11.2. Any requests received less than 30 days prior to the convention will be refused.
- 11.3. Cancellations may be reimbursed through a credit of the amount paid usable for the following year.
- 11.4. Payments are non-refundable, however organizers may opt to provide a refund on a case by case basis.

12. CANCELLATION BY ORGANIZERS

- 12.1. In the event that the organizers are forced to cancel the event for any reason, the organizers shall endeavor to refund the participant the amount paid.

13. LIMITATION OF LIABILITY

- 13.1. The organizers, convention, and facility shall not be held liable for any losses or damages including but not limited to loss of profits, incidentals, additional fees, fines, regardless of whether or not warning was provided.
- 13.2. The total liability and damages caused by any loss shall be limited to the amount which was paid by the participant.

14. LICENSING AND LEGAL PERMISSIONS

- 14.1. All Exhibition Hall participants are responsible for obtaining all the necessary permits and other legal permissions required to sell their goods.
- 14.2. The participant will be held solely responsible for any legal consequences due to the lack of these permissions.

15. CUSTOMS CLEARANCE

- 15.1. International dealers and exhibitors should take note that the Palais des congrès de Montréal is considered "in bond" by Canada customs and serves as a customs clearance point. Please contact us if you require their services.
- 15.2. All international dealers and exhibitors are responsible for contacting a customs broker and making arrangements, if required.

16. ASSUMPTION OF RISK

- 16.1. All property and possessions remain in the care of the participant and are the responsibility of the participant.
- 16.2. The organizers, the convention, the facility and all their representatives will not be held responsible for any lost or stolen items and/or any damages that may result from participation of this event.

17. INTERPRETATION

- 17.1. In the event of differing understandings of this document, the interpretation of the organizers will be taken as final.

18. CONFLICTING DOCUMENTATION

- 18.1. In the event that any document is in conflict with the clauses indicated by this document, this document will take precedence except for in the case where the conflict concerns the facility or local/provincial/federal laws. In such cases, the organizers reserve the right to determine which takes precedence.

19. INVALIDITY OF CLAUSES

- 19.1. In the event that any section of the agreement is deemed invalid or superseded, the remainder of the agreement shall not be deemed invalid.

20. LANGUAGE OF AGREEMENT

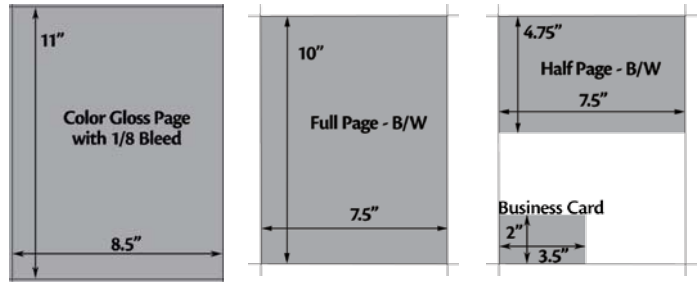
- 20.1. All parties hereby acknowledge that they have required this agreement and all related documents to be drawn up in the English language. If there are any discrepancies between the French and English versions, the English version will prevail. Tous les parties reconnaissent avoir demandé que le présent contrat ainsi que les documents qui s'y rattachent soient rédigés en langue anglaise. S'il existait toute incompatibilité entre les versions française et anglaise, la version anglaise prévaudrait.

21. INDEMNITY

- 21.1. The participant shall indemnify, defend (with the approval and at the discretion of the organizers) and hold the organizers, the convention (and its representatives), and the facility (and its representatives) harmless from any and all claims, demands, suits, attorney fees, liabilities, damages, and all costs thereof which result from the presence and/or participation of the participant at the event.
- 21.2. The participant assumes any and all liability from any of his/her actions which may result in breach of contract, infringement of the law, negligence, and other loss or damages caused regardless of intention.

SPONSORSHIP REQUEST FORM

PROGRAM BOOK ADVERTISING RATES		
POSITION	DIMENSION	PRICE
<input type="checkbox"/> Outside Back Cover - Color Gloss	8.5"x11" +1/8"Bleed	\$500
<input type="checkbox"/> Inside Front Cover - Color Gloss	8.5"x11" +1/8"Bleed	\$300
<input type="checkbox"/> Inside Back Cover - Color Gloss	8.5"x11" +1/8"Bleed	\$300
<input type="checkbox"/> Full Page - B/W	7.5" x10"	\$175
<input type="checkbox"/> Half Page - B/W	7.5" x 4.75"	\$100
<input type="checkbox"/> Business card	3.5" x 2"	\$65



All program booklet advertisements must be paid by May 16th, 2008.

Please read the submission guidelines in section 2.1.

ADVERTISEMENT SUBMISSION DETAILS:

FILE TYPE	RESOLUTION (DPI)	FILE SIZE	SUBMISSION METHOD
		MB	<input type="checkbox"/> E-mail <input type="checkbox"/> CD/DVD

All advertisements should have a minimum resolution of 300 DPI and include any non-standard fonts used. File submissions can be sent on optical media (CD-R/DVD-R) or e-mailed to ads@otakuthon.com if less than 10MB in file size.

SPONSORSHIP LEVELS

DIAMOND	\$15 000
PLATINUM	\$10 000
GOLD	\$5 000
SILVER	\$3 000
BRONZE	\$1 000

REGISTRATION BAG STUFFINGS: \$120

DESCRIPTION	QUANTITY

TOTAL SPONSORSHIP AMOUNT: \$

DEALER REQUEST FORM

SPACE RESERVATION

Please email dealers@otakuthon.com to select and reserve your space in advance. Spaces will be issued on a first come, first-served basis. Once your reservation has been confirmed, payment must be received within **two weeks** of the confirmation date in order to secure your space.

See section 4 for more details.

Please list all the tables you have reserved with the Dealer director (email)

Space # → Price: \$

Badge Name: _____

Badge Name: _____

Space # → Price: \$

Badge Name: _____

Badge Name: _____

Space # → Price: \$

Badge Name: _____

Badge Name: _____

Space # → Price: \$

Badge Name: _____

Badge Name: _____

Space # → Price: \$

Badge Name: _____

Badge Name: _____

TABLE PRICE LIST

SPACE	TYPE	SIZE: (SQ.FT)	PRICE
108	Premium	2 Tables: (71)	\$400
110	Premium	2 Tables: (71)	\$400
113	Premium	2 Tables: (71)	\$400
114	Premium	2 Tables: (71)	\$400
115	Premium	2 Tables: (71)	\$400
118	Premium	2 Tables: (71)	\$400
119	Premium	2 Tables: (71)	\$400
120	Premium	2 Tables: (71)	\$400
104	Premium	1 Table: (50)	\$200
105	Premium	1 Table: (50)	\$200
106	Premium	1 Table: (50)	\$200
107	Premium	1 Table: (50)	\$200
111	Premium	1 Table: (50)	\$200
112	Premium	1 Table: (50)	\$200
116	Premium	1 Table: (50)	\$200
117	Premium	1 Table: (50)	\$200
100	Regular	1 Table: (50)	\$150
101	Regular	1 Table: (50)	\$150
102	Regular	1 Table: (50)	\$150
103	Regular	1 Table: (50)	\$150
121	Regular	1 Table: (50)	\$150
122	Regular	1 Table: (50)	\$150
123	Regular	1 Table: (50)	\$150
124	Regular	1 Table: (50)	\$150
125	Regular	1 Table: (50)	\$150
126	Regular	1 Table: (50)	\$150
127	Regular	1 Table: (50)	\$150
128	Regular	1 Table: (50)	\$150
129	Regular	1 Table: (50)	\$150
130	Regular	1 Table: (50)	\$150
131	Regular	1 Table: (50)	\$150
132	Regular	1 Table: (50)	\$150
133	Regular	1 Table: (50)	\$150
134	Regular	1 Table: (50)	\$150
135	Regular	1 Table: (50)	\$150
141	Regular	1 Table: (50)	\$150
142	Regular	1 Table: (50)	\$150
143	Regular	1 Table: (50)	\$150
144	Regular	1 Table: (50)	\$150
145	Regular	1 Table: (50)	\$150
146	Regular	1 Table: (50)	\$150
147	Regular	1 Table: (50)	\$150
140	Regular	2 Tables: (71)	\$280
148	Regular	2 Tables: (71)	\$280

TOTAL DEALER TABLE AMOUNT:

\$

CONTRACT

COMPANY/ORGANIZATION NAME: _____

CONTACT NAME: _____

ADDRESS: _____

CITY: _____ PROVINCE/STATE: _____ POSTAL/ZIP CODE: _____

PHONE: _____ FAX: _____ E-MAIL: _____

() - () -

WEBSITE: _____

http:// _____

GRAND TOTAL ENCLOSED:

\$

Otakuthon accepts the following methods of payment:

1. Cheque
- 2 Money Order
3. Certified/cashier's cheque

Cheques and money orders are payable to **Otakuthon**. All payments must be made in Canadian dollars. NSF cheques will be subject to a \$30.00 CAD handling fee. For your security Otakuthon does **not** accept cash payments.

This contract, any attached documentation and all convention policies represents the agreement between the undersigned Dealer/Sponsor and the Otakuthon convention on July 26-27, 2008. All of the information in this contract and any attached documentation is complete and accurate. I have read, understand and agree to the terms of this contract.

The parties confirm their express wish that this agreement and all documents related thereto be drawn up in English.

Les parties confirment leur volonté expresse de voir le présent contrat et tous les documents s'y rattachant être rédigés en anglais.

DEALER/SPONSOR

Name: _____

Title: _____

Date: _____

Signature: _____

OTAKUTHON REPRESENTATIVE

Name: _____

Title: _____

Approved: _____

Signature: _____

Please mail this signed contract and payment (**payable to Otakuthon**) with the following information (if applicable):

- The dealer request form
- The sponsorship request form
- A printed copy of your advertisement

To the following mailing address:

**Otakuthon Exhibitors
6815 Trans Canada HWY
P.O Box 30017
Pointe-Claire, Quebec
H9R 5P6
Canada**

A signed copy of the contract and receipt will be sent upon approval of your request.