



# LOWER MAINLAND

## LOCAL GOVERNMENT ASSOCIATION

### 2019 Charitable Non-Profit Trade Show Application

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#### Applicant Guidelines

The applicant process is comprised of the following steps:

- APPLICANT SUBMITS THE BELOW FORM BY FEBRUARY 1, 2019
- CONFERENCE COMMITTEE DELIBERATES
- APPLICANTS ARE INFORMED OF RESULTS BY FEBRUARY 28, 2019

#### CRITERIA

1. Proposals must be submitted following the application process provided by the Lower Mainland LGA.
2. Applications will only be accepted until FEBRUARY 1, 2019 only.
3. The application must be emailed to Sherryl Parsons at [sparsons@rareaffairs.ca](mailto:sparsons@rareaffairs.ca).
4. All questions/fields of form must be completed.
5. The charity must support/service multiple communities within the Lower Mainland.
6. Successful applicants must be prepared to participate in the Lower Mainland LGA Conference & AGM's trade show taking place May 8-10, 2019 at the Whistler Conference Centre. Accommodation and travel expenses are the responsibility of the successful applicant.

#### COMMITTEE DECISION

The Lower Mainland LGA Conference committee will carefully weigh all applications and allocate a trade show space to a charitable non-profit organization at no charge as well as provide one complimentary registration. The booth space provided is approximately 10-foot wide by 8-foot deep. A skirted 6-foot table and two chairs are included. Additional furnishings and/or audio-visual equipment is available at an additional cost through the venue.

Successful applicants will serve as the inspiration for the annual "speaker gift" donations, which includes a financial donation that will be made to the successful charitable non-profit applicant on behalf of the conference speakers and as a thank you for their speaking contribution.

#### Contact:

Sherryl Parsons, Conference Coordinator  
Lower Mainland Local Government Association  
Email: [sparsons@rareaffairs.ca](mailto:sparsons@rareaffairs.ca)  
Phone: (604) 968-5764

For Event Details & Program Information Visit: [www.lmlga.ca](http://www.lmlga.ca)

