

Wednesday, September 16, 2015
Thursday, September 17, 2015
ANCASTER FAIRGROUNDS

FUNCTION SPACE REQUEST FORM

Create a private event to connect with clients, prospective customers and company staff to project a strong corporate image. Use a social environment to thank clients, get acquainted with potential clients and to generate introductions and referrals for new business.

EXHIBITOR NAME _____ BOOTH # _____

CONTACT NAME _____

BUS. TEL. _____ OR MOBILE _____

TWITTER HANDLE: @ _____

EVENT CONTACT (Specify if different from above) _____

BUS. TEL. _____ OR MOBILE _____

E-MAIL _____

TWITTER HANDLE: @ _____

WE WOULD LIKE TO HOST AN EVENT AT THE ☐ Ancaster Fairgrounds ☐ Best Western – Brant Park Inn

FUNCTION TYPE ☐ Meeting | ☐ Reception | ☐ Breakfast | ☐ Lunch | ☐ Dinner | ☐ Break | ☐ Hospitality Suite

DATE ☐ Mon., Sept. 14 | ☐ Tues., Sept. 15 | ☐ Wed., Sept. 16 | ☐ Thurs., Sept. 17

APPROX. START TIME: _____ APPROX. END TIME: _____ NUMBER OF ATTENDEES: _____

Room Set-up: ☐ Boardroom | ☐ Classroom | ☐ Theatre | ☐ Banquet Rounds

Audio Visual Required: Yes – Forward contact information for ☐ AV Canada

Additional Services Required: Yes – Forward contact information for the service contractor for

☐ Décor | ☐ Electrical | ☐ Furnishing | ☐ Housekeeping | ☐ Security | ☐ Parking

List Any Special Requirements: _____

RETURN BY AUGUST 17, 2015 | FAX: (905) 875.3942 | KRISTEN@LANDSCAPEONTARIO.COM

thrive '15

grow • prosper • blossom • flourish



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ANCASTER FAIRGROUNDS

Produced by Landscape Ontario

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