



CANADIAN INNOVATION CONFERENCE

NIAGARA FALLS, ON
NOV. 19-21, 2017

pcma Canada East
Chapter



TOURISM /
MONTREAL



Get the edge

SILENT AUCTION APPLICATION FORM

Please complete this form regarding the details of your silent auction item. Return this form by email to Susan Saganski Susan.Saganski@marriott.com

CONTACT INFORMATION

Company/Organization _____
Contact Person _____
Title _____
Tel _____ E-mail _____
Company Website URL: _____
Company Facebook Page URL: _____

INSERT INFORMATION

The prize that I wish to donate is: _____

Value: _____

Please include all restrictions or limitations (i.e. 1 night hotel accommodation, excluding holidays):

SHIPPING INFORMATION

☐ If you are sending a gift basket or larger item, please take a picture of the item and send to canadaeast@pcma.org. Please bring/ship your item to the Canadian Innovation Conference to arrive no later than Sunday November 19th 2017. Details of drop off location will be provided in October.

☐ All gift certificates are to be sent to the PCMA Canada East Chapter Office to arrive no later than Friday November 10 2017

PROMOTION

Please forward a company logo in both jpg and eps formats and any other images that you would like included in the promotion of your item (i.e. Hotel exterior images) to our Chapter Administrator, at canadaeast@pcma.org so that we can include in all promotion of the Silent Auction. If no images are received, the Chapter Administrator will do their best to stock images found online.

If this application is accepted, the Sponsor agrees to be bound by the terms and conditions on the following page. The undersigned is fully authorized to commit the Sponsor to all terms and conditions of this application. Application will be returned if unsigned or incomplete.

Signature _____

Print Name _____

Date _____

PLEASE COMPLETE AND RETURN TO: PCMA Canada East Chapter
c/o Absolute Conferences & Events Inc., 6 Lansing Square, Suite 214, Toronto, ON M2J 1T5
Email: canadaeast@pcma.org • Phone: 416-595-9615 • Fax: 416-979-1819

**TERMS AND CONDITIONS OF CONTRACT BETWEEN THE SPONSOR
AND PCMA CANADA EAST CHAPTER (PCMACE)**

For each item you are donating, please complete and submit a Silent Auction Application Form to Susan Saganski Susan.Saganski@marriott.com no later than Friday, October 27, 2017, no exceptions.

All restrictions or limitations upon the donated item must be disclosed.

The retail value assigned to the donated item must be accurate.

Sponsor shall never alter or manipulate the auction item, its terms or its bid sheet.

PCMACE reserves the right to remove any donated item from the silent auction.

Sponsor shall provide visual display materials of the donated item, such as the actual item, photos of item with detailed information

PCMACE shall provide bid sheets.

PCMACE shall monitor the bidding process.

PCMACE shall act as the final authority in resolving all disputes, including whether any bidders were in fact qualified to bid. PCMACE shall determine the proper resolution of all disputes in its sole and absolute discretion, including potentially removing the item from the auction or requesting sealed bids.

If applicable, PCMACE will provide the winning bidder's name, address, and contact information to Sponsor within 48 hours of the close of the auction.

Sponsor shall be responsible for fulfilling all terms and conditions in the Silent Auction Application Form