



# Club Display Request

**\*mandatory**

<b>*Club Name:</b>		(hereinafter "the Club")	
<b>*Club Representative (name):</b>			
<b>Address:</b>		<b>City:</b>	
<b>Province/State:</b>		<b>Postal/ZIP:</b>	
<b>*E-mail:</b>		<b>*Telephone:</b>	
<b>*Preferred # of tables:</b> 1 (max. 2 persons)    2 (max. 3 persons)		<b>*# Club personnel:</b> 2    3	
<b>*Nature of Club:</b>		<b>AC power requested:</b> No    Yes (electrical cords not supplied)	
Brief Description of Club (i.e., interest, aim, where to find you, etc.) to be used in CAPCON advertising			

## FORM SUBMISSION

The Club must complete and submit the *Club Display Request* form to the CAPCON Vendor Coordinator **no later than October 3, 2025.**

### A) via EMAIL

Send completed PDF form to: [capconvendors@ipmsottawa.com](mailto:capconvendors@ipmsottawa.com)

### B) via POSTAL MAIL

Mail the completed form to:

IPMS Ottawa – CAPCON 2025  
Attn: Vendor Coordinator  
c/o Bill Eggleton  
4407 Birchgrove Road  
Cumberland, ON  
Canada K4B 1R3

**By submitting this request form, we understand and acknowledge that this Club Display Request will not be considered or processed until this form is properly filled and submitted.**

**We agree to adhere to the [CAPCON 2025 Club Display Terms and Conditions](#).**

**All decisions made by the CAPCON Vendor Coordinator are final.  
Failure by the Club to fully adhere to all CAPCON 2025 Club Display Terms and Conditions may result in the Club being excluded/expelled from the CAPCON 2019 event and/or sanctions levied against the Club (at CAPCON’s discretion).**