



**A B E R D E E N**  
M A L L

**Application Form**  
**Display, Community and Exhibition Space**

Please complete form and return to:  
Administration Office  
Jenn McEwen, Guest Services Supervisor  
275 – 1320 Trans Canada Hwy West  
T: 250-314-6261 F: 250-374-6176  
Jennifer.mcewen@cushwake.com

**Today's Date:** \_\_\_\_\_

**Official Name of Organization:** \_\_\_\_\_

**Organization Charitable No.:** \_\_\_\_\_

**Phone No.:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **Postal Code:** \_\_\_\_\_

**Authorized Representative:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Organization's Function:** \_\_\_\_\_

**Name of Exhibit:** \_\_\_\_\_

**Purpose of Exhibit:** \_\_\_\_\_

**If the purpose is fundraising, how much do you anticipate raising?** \_\_\_\_\_

**Date(s) of Exhibit:** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Display Description and Physical Requirements:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Promotion and Publicity:**

Will event, display, exhibit, be publicized in any way whatsoever?

Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, how? \_\_\_\_\_

\_\_\_\_\_  
Samples of all notices, media release and any subsequent coverage must be forwarded to the Shopping Centre Management Office.

**Loading and unloading requirements:** \_\_\_\_\_

**Media:**

All media must be pre-approved by management prior to invitation. Any media invitations to the mall must be explicitly approved by the management office, and media are expected to follow all guidelines (i.e. signing in at Guest Services, completing Media Request Form, etc.)

**Insurance:**

Prior to the event, display, exhibit, the Exhibitor shall at its own expense and cost obtain a Certificate of Insurance in the minimum sum of:

**TWO MILLION -- DOLLARS \$2,000.000**

Public liability and property damage, naming the Exhibitor and:

**Seacliff Properties (Aberdeen) Ltd.  
Aberdeen Kamloops Mall Limited  
Cushman & Wakefield Asset Services ULC**

as additional insured. No agreement will be accepted and signed by the Landlord unless a Certificate of Insurance has been provided and attached to this form.

**INSURANCE MUST BE SUBMITTED AND APPROVED BY LANDLOARD 72 HOURS  
PRIOR TO EXHIBITOR ARRIVAL.**

