

Trade Show Booth Space Reimbursement Application 2026/27

BEFORE YOU APPLY

RT07's Partnership Program for 2026/27 depends on approval of our annual Business Plan by the Ministry of Tourism, Culture & Gaming. RT07 may limit the number of projects funded per stakeholder per year.

Before you start an application, **you must connect briefly with the RT07 team** to confirm your project's eligibility. This short conversation often helps clarify requirements and significantly improves the quality and success of applications. Easy ways to connect are listed in the [Guidelines](#) and on the [Partnership Program page](#).

Please download and read the [Partnership Program Guidelines](#) before applying. Important detailed information about program expectations, roles and responsibilities, timelines, and supplier processes has been intentionally moved out of the application and into the Guidelines to make this form easier to complete.

A Note About Sustainability

[Sustainability](#) (economic, social, environmental) is not required for 2026/27 funding. However, projects that demonstrate clear, measurable efforts towards sustainability may be prioritized, as the program is competitive. No matter where you are in your sustainability journey, the RT07 team is here to help.

Trade Show Booth Space Collaboration - Program Overview

This application is for tourism operators to receive a post-event reimbursement of up to 50% (maximum \$1,500 pre-tax) of eligible trade show booth space costs incurred when exhibiting at an approved trade show, subject to program conditions.

Who is eligible:

Tourism Operators

- Defined as a consumer facing organization that has direct access to the tourism consumer and relies directly on that consumer for their income
- Must have been in business one year prior to the date of application
- Booth expenses must be pre-approved (i.e. not retroactive) and incurred between April 1, 2026 and March 31, 2027
- You may only apply once for this program between April 1, 2026 and March 31, 2027

What you can expect:

- RTO7 will reimburse 50% of Trade Show Booth space cost only, to a maximum of \$1,500 pre-tax
- RTO7 will reimburse these costs after the show's completion upon receipt of paid show invoicing and photographs

Note that RTO7 will not reimburse for other expenses, or for Trade Shows cancelled for any reason or for shows that the exhibitor leaves before the scheduled end date and time.

Partner is responsible to book their Trade Show booth space.

What's expected of you:

- You will need to meet/agree to the requirements in the application below (please let us know if you have questions about the application)

The red asterisks below indicate required fields.

** Indicates required question*

1. Email *

2. Email *

3. Please check off the most relevant category for your operation. *

Mark only one oval.

- ☐ Private Tourism Business
- ☐ Not for profit (including Chambers of Commerce, Destination Marketing/Management Organizations, sector and other tourism-related associations)
- ☐ Municipality

4. Business/Organization Name *

5. **Project Rep** *

This is the day-to-day decision maker for the project, responsible for communications and execution of the project.

Provide:

- 1. Name*
- 2. Title*
- 3. Email*
- 4. Phone*

6. Trade Show Name *

Eligibility of specific trade shows will be evaluated on a case by case basis.

7. Trade Show Start Date *

Example: January 7, 2019

8. How do you expect to benefit from the show? *

Please provide *specific* metrics (e.g. # bookings, # connections/leads, brand awareness, booth traffic, material distribution, industry insights, consumer feedback, etc.) and anticipated results (that you will report against in your final partner reporting).

9. Booth Cost *

What is the cost of the booth space only (before tax)?

50% of this amount would be reimbursed for approved applications.

10. Requirements *

The following links outline some of the requirements you are agreeing to below:

[Claim/update Your BruceGreySimcoe Website Listing](#) or add a [new listing here](#)

Contact Allison Davies at 705-888-8728 or adavies@rto7.ca for assistance if required in setting up a listing on the BGS website.

[Sign up for RT07 E-blasts](#)

[Claim/update Your Google My Business Listing](#)

[Sign up for/complete your free Typsy Training](#)

Check all that apply.

- ☐ Partner has signed up to receive RT07's e-blasts
- ☐ Partner maintains a complete and active (free) listing on the BruceGreySimcoe website
- ☐ Partner has updated their Google listing
- ☐ Partners are required to complete at least one Typsy online training course by March 31, 2027. Typsy offers thousands of short, self-paced courses. Partners are encouraged to explore the platform and select training most relevant to them. RT07 staff may request a brief review or testimonial of the course(s) completed
- ☐ Partner will submit a copy of the paid invoice, proof of payment and booth photos from the show within 30 days of the Trade Show end date
- ☐ Partner will submit a final report (template provided) to RT07 within 30 days of project completion
- ☐ Data collected as a result of the trade show will be provided in final reporting to RT07

SUSTAINABLE TOURISM

11. 1a. RT07 Support *

How many times in the past 5 years has your organization received funding support from RT07's Partnership or Implementation Programs?

Mark only one oval.

- ☐ Have not worked with RT07 (new partner)
- ☐ Once
- ☐ 2-4 Times
- ☐ 5+ Times

12. 1b. Please check off all the programs you have participated in: *

Check all that apply.

- ☐ I have not worked with RT07 in the past on any of the programs below
- ☐ Partnership Program - Tourism Wayfinding Signage
- ☐ Partnership Program - Experience Development
- ☐ Partnership Program - Digital Advertising
- ☐ Partnership Program - Social Media Advertising
- ☐ Partnership Program - Storytelling
- ☐ Partnership Program - Video/Image Development
- ☐ Partnership Program - Translation
- ☐ Partnership Program - Trade Show Support
- ☐ Operations Implementation Program
- ☐ T3 Accelerator
- ☐ Tech Compass

13. 2. Sustainable Tourism Pledge *

Details can be found on the [RT07 Take the Pledge](#) page.

**Demonstrating your pledge commitment may help strengthen your eligibility for participation in RT07 programming.*

[Sustainable Tourism 2030 Pledge Signatories](#)

Mark only one oval.

- ☐ I have already signed the Pledge and my organization is listed on the signatories page above
- ☐ I commit to signing the GreenStep Sustainable Tourism 2030 Pledge by December 31, 2026
- ☐ I have already committed to another sustainability initiative - please provide details below...
- ☐ I'm not involved in formal programming, but I am doing a lot around sustainability - please provide details below...
- ☐ I'm not ready to commit at this time but will consider it for future
- ☐ Other: _____

14. Sustainability Initiatives/Measures Detail from Above

15. 3. Data Collection - Employee Turnover Rate *

Details can be found on the [RT07 Employee Turnover Rate](#) page.

Collecting and reporting on your Employee Turnover Rate may help strengthen your eligibility for participation in future RT07 programming.

Mark only one oval.

- ☐ I have reviewed the Employee Turnover Rate question and commit to using the toolkit/templates provided to collect and share my data for the 2025 calendar year with RT07 (by December 31, 2026)
- ☐ I'm not ready to commit to collecting and reporting on my Employee Turnover Rate at this time but will consider it for future
- ☐ Not applicable, as we do not have employees

16. 4. Data Collection - Stakeholder Survey *

Please complete the required 2026/27 [Region 7 Tourism Stakeholder Business Performance & Sustainability Survey](#)

Mark only one oval.

- ☐ I have already completed the 2026/27 Region 7 Tourism Stakeholder Business Performance & Sustainability Survey
- ☐ I commit to completing the 2026/27 Region 7 Tourism Stakeholder Business Performance & Sustainability Survey by June 30, 2026

17. 5. Visit Responsibly Messaging *

As we work towards a balanced approach to sustainable tourism, there continues to be an opportunity for us to inspire and educate visitors to the region. To do this, we have created a 'Visit Responsibly' framework and tools for easy and consistent implementation by tourism stakeholders. Refer to the [Visit Responsibly Stakeholder Toolkit](#) for more information.

Check all that apply.

☐ I agree to adopt the RT07 model of “Visit Responsibly” and will download/share the relevant Key Principles on a consumer-facing website and/or other communication channels

☐ I already have some “Visit Responsibly” messaging on a consumer-facing website and/or other communication channels

18. 6. Project Sustainability *

Please outline the ways in which you think the PROJECT you have proposed meets sustainability criteria - economic, social and/or environmental.

Check all that apply.

- ☐ Local residents as well as tourists are part of the intended audience
- ☐ It's a collaboration with Indigenous, BIPOC, disabled, 2SLGBTQIA+ or other underrepresented communities
- ☐ It establishes or enhances my brand recognition and/or awareness of my product/offering
- ☐ It encourages more responsible visitation
- ☐ It brings visitation/spending in off-peak times (seasons, weekdays, etc.)
- ☐ It supports the local arts community - visual, musical, culinary etc.
- ☐ It will improve the quality of my marketing creative by ensuring content is appealing and relevant to my target audience
- ☐ It encourages visitation of lesser known places with capacity and the appropriate infrastructure
- ☐ It tests new and unique content formats or approaches e.g. artificial intelligence or new approaches to digital advertising
- ☐ It enables my organization to acquire new skills or capabilities
- ☐ It increases the duration of visitors' stays
- ☐ It contributes to a decrease in environmental impact
- ☐ It increases engagement with my customers (or prospective customers)
- ☐ It increases the efficiency of my operation
- ☐ It results in a deliverable that meets the intended goals (e.g. dynamic useable imagery, audience engagement, branding alignment, etc.)
- ☐ It is a new or revitalized experience/offering or there are new/revitalized elements to it, intended to attract new audiences or provide an enriched experience or otherwise enhanced to ensure continued vibrancy
- ☐ Other: _____

19. 7. Organizations Represented *

Are you applying on behalf of your tourism members or tourism businesses within your catchment? (e.g. a DMO or BIA or municipality).

Mark only one oval.

- ☐ I'm applying on behalf of 500+ tourism members or businesses within my catchment
- ☐ on behalf of 200-499 tourism members or businesses within my catchment
- ☐ on behalf of 50-199 tourism members or businesses within my catchment
- ☐ on behalf of 25-49 tourism members or businesses within my catchment
- ☐ on behalf of <24 tourism members or businesses within my catchment
- ☐ I'm applying only on behalf of my own business/organization

20. 8. New Partners *

How many NEW partners are you collaborating with on this project? (i.e. your organization has not partnered with them in past).

Mark only one oval.

- ☐ 5+
- ☐ 4
- ☐ 3
- ☐ 2
- ☐ 1
- ☐ 0

21. 9. Revenue Generation Potential *

What is the anticipated revenue generation potential of this project, and how does it create value for the local economy (e.g. through direct sales, partnerships with local businesses, or attracting high-yield visitors?)

Mark only one oval.

- ☐ High revenue potential (substantial direct and sustained/recurring revenue generation for the organization and the local community e.g. bundled offerings/partnerships, extended visitor stays, attraction of high-yield visitors)
- ☐ Moderate revenue potential (generates revenue e.g. ticket sales and supports modest economic activity through local business patronage)
- ☐ Low revenue potential (minimal direct revenue generation e.g. free event or activities without significant spending opportunities)

22. 10. Long-Term Growth Potential *

Given your goals, what is the long-term growth potential of this project? Growth is an important part of sustainability, and can come from enhancing the value of your offerings, increasing visitor spend or optimizing operational efficiencies. See the [Resource Guide](#) for more suggestions regarding how to achieve long term growth. Please let us know what areas of growth you're looking at in the next year:

Mark only one oval per row.

	Yes	No
Increasing revenues (from point-of-sale or ticketing systems tracking ticket sales, bookings, merchandise, services, etc.)	<input type="radio"/>	<input type="radio"/>
Increasing spend/visitor	<input type="radio"/>	<input type="radio"/>
Sustaining/growing the number of jobs	<input type="radio"/>	<input type="radio"/>
Increasing visitor numbers (in areas with capacity)	<input type="radio"/>	<input type="radio"/>
Increasing repeat visitation	<input type="radio"/>	<input type="radio"/>
Improving sentiment and consistency in online reviews/ratings and customer surveys	<input type="radio"/>	<input type="radio"/>
Balancing seasonality to achieve more consistent growth across seasons vs. limited to peak season	<input type="radio"/>	<input type="radio"/>

increasing (positive) Increasing (positive) engagement on social media social media platforms (followers, likes, shares, etc.) platforms (followers, likes, shares, etc.)	<input type="radio"/>	<input type="radio"/>
Increasing website Increasing website traffic and online inquiries/bookings inquiries/bookings	<input type="radio"/>	<input type="radio"/>
Increase in volume Increase in volume and quality of media coverage (e.g. influencers, travel influencers, travel blogs, news outlets, etc.) blogs, news outlets, etc.)	<input type="radio"/>	<input type="radio"/>
Monitoring Monitoring recognition from industry industry organizations for best practices, etc. organizations for best practices, etc.	<input type="radio"/>	<input type="radio"/>
Decreasing the Decreasing the impact of tourism on local ecosystems local ecosystems (resources, energy, waste, etc.) (resources, energy, waste, etc.)	<input type="radio"/>	<input type="radio"/>
Improving community Improving community engagement and benefits to the local community (including partnerships, cultural preservation or jobs) partnerships, cultural preservation or jobs)	<input type="radio"/>	<input type="radio"/>
Increasing visitor Increasing visitor awareness of their role and responsibility in sustainability responsibility in sustainability	<input type="radio"/>	<input type="radio"/>
Introduction (and Introduction (and performance) of new tourism performance) of new tourism	<input type="radio"/>	<input type="radio"/>

products/experiences
tourism

products/experiences
Increasing

collaborative
Increasing
offerings with local
collaborative
businesses
offerings with local

☐
☐

businesses

23. 11. Organizational Strategic/Aspirational Goals

Check any of the boxes below that align with your **ORGANIZATION'S** strategic or aspirational goals (i.e. if you are pursuing or are interested in pursuing longer-term objectives such as those below, we want to recognize your efforts/intent).

Check all that apply.

☐ To foster residents' support of tourism within the community (e.g. through monitoring residents' attitudes towards tourism and adapting strategies based on feedback or providing resident appreciation days or rewards programs to foster goodwill, etc.)

☐ To advance the environmental sustainability of the organization (e.g. through transitioning a portion of energy usage to renewables or reducing single-use plastics across operations, etc.)

☐ To improve employee engagement (e.g. through providing mental health support programs to employees or offering flexible work arrangements to staff to support work-life balance, etc.)

☐ To enhance customer service (e.g. through implementation of a DEI policy or by investing in tourism infrastructure such as expanded facilities, washrooms, garbages and recycling, signage, etc.)

☐ To improve economic sustainability (e.g. through building a reserve fund equivalent to X months operational expenses or to ensure a portion of your purchasing supports local suppliers, etc.)

☐ N/A

☐ Other: _____

24. ATTESTATION *

Check all that apply.

- ☐ I have read and understand all information in the links contained in this application
- ☐ The information I have supplied above is accurate to the best of my knowledge and all necessary permits are in place (federal, provincial, municipal) and there are no outstanding legal issues that would affect the processing and outcomes of this project and collaboration with RTO7.

25. Please let us know if you have any additional comments/clarifications etc. that you'd like us to be aware of in evaluating your application in its entirety.

26. Signature *

Please type your name below to confirm your acknowledgment and acceptance of the information provided.

27. Today's Date *

Example: January 7, 2019

28. **Please help us to improve.** Did you find this application easy to complete?

Mark only one oval.

☐ Very

☐ Somewhat

☐ Not at all

29. **What changes would you make** to the application (keeping in mind the information requested is important to effectively evaluate your submission)?

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