



THE VERMILION AGRICULTURAL SOCIETY PRESENTS

A WOMAN'S AFFAIR

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Contract for Exhibit Space 2010

SHOW DATE: **November 6th & 7th**

Set-up : **Friday November 5, 5:00 - 8:00 p.m.**

Display: **Saturday 6, 10:00 – 6:00 p.m.**

Sunday 7, 10:00 – 4:00 p.m.

Location: **Vermilion Community Centre**

- Any exhibitor donating a door prize can deduct \$20.00 from the cost of their booth.

1 entry draw for our grand prize

BOOTH RENTALS:

\$200 plus GST

If payment is received before September 15, 2010

Exhibitor will be entered in draw to win booth rental for 2011 show.

Cheques to be made to: Vermilion Agricultural Society

and must reach the Ag Society office before booth will be reserved.

Business Name: _____

Address: _____

CITY

PROVINCE

POSTAL CODE

Telephone Number: _____ Fax: _____

Principal Contact: _____ E:Mail: _____

PLEASE PRINT

Booth Rental Includes: 10' x 10' booth, 8' backwall drape, 3' sidewall drape, booth numbering, 1-600 watt duplex outlet, 1 draped 8' table, 2 chairs, **2 gate passes.**

LIST BRAND NAME AND DESCRIPTION OF PRODUCT. If exhibit will be of a service / information, list this. ONLY THE ITEMS THAT HAVE BEEN LISTED MAY BE DISPLAYED, DEMONSTRATED OR SOLD. Exhibitors must contact the Agricultural Society with any changes or additions AT LEAST 24 HOURS PRIOR TO SET-UP. The Trade Fair committee will consider all such requests, but does not guarantee that authorization will be given.

PLEASE PRINT

DO NOT WRITE IN THIS SPACE

Booth Cost		
5% GST		
Total Owing		
Payment		
GST Reg. #		
Exhibit Space Number		

Preferred booth location (if available): _____

Sign and return white and yellow copies, retain pink for your files. We will confirm your booking by Fax upon receipt of payment. Receipts provided upon request. Whenever possible, the commitment for exhibit space will be allotted on a first received basis: however, actual locations will be assigned at the discretion of the Trade Fair Committee and show organizers.

Number of Booths requested: _____ x \$200.00 = _____ + _____ = _____

Booths minus Door Prize _____ x \$180.00 = _____ + _____ = _____

TOTAL ENCLOSED: _____

The Ag Society agrees to provide the Exhibitor with the booth space described above, and the Exhibitor agrees to lease such booth space, subject to the terms and conditions on both sides of this page. THE EXHIBITOR ACKNOWLEDGES THAT HE HAS READ BOTH THE FRONT AND REVERSE SIDE OF THIS PAGE AND HEREBY AGREES TO ABIDE BY AND BE BOUND BY THE TERMS, CONDITIONS, RULES AND REGULATIONS CONTAINED ON BOTH SIDES.

EXHIBITORS SIGNATURE _____ DATE _____

ACCEPTED: Vermilion Agricultural Society

Per: _____ DATE _____

TERMS AND CONDITIONS

DEFINITIONS: "Organizers" shall mean the Vermilion Agricultural Society and the Trade Fair Committee together with their agents or assigns. "Trade Fair Managers" shall mean those persons assigned by the Trade Fair Committee from time to time to be in charge of the conduct of the Trade Fair.

HOURS: Exhibits must remain intact throughout the Trade Fair hours of operation. Exhibitors shall allow a reasonable time before and after Trade Fair hours of operation to set up and take down their displays. **No exhibitor shall be allowed to remove his or her display before 4:00 p.m. Sunday, November 7th.** All displays must be removed from the Trade Fair the evening of Sunday, November 7th.

CONDITIONS:

1. Payment in Advance. No space will be reserved to exhibitor until booth rental has been paid in full.
2. Trade Fair Committee retains the right to refuse, in their absolute discretion any application.
3. No cancellations or refunds.

MESSAGE CENTRE: A telephone will be available for emergencies at the Vermilion Community Center Office.

LIABILITY INSURANCE (READ CAREFULLY): The Organizers shall not be responsible for loss or damage to displays or property of the exhibitor arising from any cause whatsoever, nor for any other claims or liabilities which may arise as a result of the granting of this agreement. The Organizers shall not be responsible for personal injury caused to the Exhibitor, his agents or employees while they are in the Trade Fair area or arising from their participation in the Trade Fair. The Exhibitor agrees to indemnify the Organizers for any and all loss suffered by him or by any member of the public by reason of the negligence of the exhibitor, his agents or employees. Exhibitors are advised to contact their own insurer to arrange appropriate insurance coverage.

DISPLAY SET UP: Exhibitors shall erect their own exhibits using the services of their own employees and equipment. All display materials, including prefabricated booths must be pre-fitted and ready for installation before they are brought to the Trade Fair.

HEIGHT LIMITATION FOR DISPLAYS: There is no limitation on the height of equipment on display, provided such equipment is self-supporting and free standing. Racks and display shelves must not exceed 8 feet in height. Exhibitors are advised to exercise care so that their displays do not unduly obstruct visibility (4 ft. maximum height). Suspended signs will not be allowed in building.

PRIZES / GIVEAWAYS: Exhibitors are encouraged to provide a Door Prize of at least \$20.00 dollar value. The Prizes will be drawn throughout the 2 days from our main stage. Trade Fair Managers will provide the entry form at main entrance.

ASSIGNMENT OF SPACE: Assignment of booth locations will be made at the sole **discretion** of the Trade Fair Managers.

PREFABRICATED BOOTHS: An Exhibitor planning to use a prefabricated display should ensure that:

1. An allowance of one inch is made on each side of the display to allow for the thickness of standard dividers. If lengths exceed 9' 10", 19' 10" etc. Notify the Ag Society Office so that special arrangements can be made.
2. Projection of sidewalls must be limited to a maximum of half the depth of the Exhibitors booth, (i.e. 4 feet) to allow 50% visibility at the side of the exhibit at eye level (4 feet).
3. All sides and surfaces of exhibits (booths and signs), which are exposed must be properly furnished and decorated.

APPROVAL OF ELECTRICAL EQUIPMENT: The Alberta Electrical Safety Code requires that all electrical equipment be approved by the Canadian Standards Association before it may be lawfully advertised, displayed, offered for sale, or otherwise disposed of or used in the province, it is the responsibility of the exhibitor to ensure That all electrical equipment in on or about his/her booth complies with the above. This INCLUDES ELECTRICAL MERCHANDISE AS WELL AS LIGHTING & DISPLAY EQUIPMENT. If the regulations are not complied with, the equipment may be refused connection and/or be ordered removed from the display. If in doubt please contact the Ag Society Office (phone 853-4108). THE OFFICIAL ELECTRICAL CONTRACTOR IS OBLIGATED TO REFUSE CONNECTIONS WHERE THE EXHIBITOR'S ELECTRICAL WIRING METHOD CONSTITUTES A CODE VIOLATION. Extension cords must be of the three prong type and must contain wires of the proper size to carry the load. Cube taps or cube tap extension cords are not permitted, If additional and special electrical installations are required, (i.e. extra outlets, 220 volt, etc.) please contact the Ag Society Office. (Extra charge for this service).

DISPLAY RULES AND RESTRICTIONS

1. Trade Show Managers may refuse entry to or require to leave (without refund) any visitor, Exhibitor, or person who, in the opinion of the Trade Show Managers is unfit, intoxicated or is in any way interfering with the smooth operation of the show, the set-up on or dismantling thereof.
2. **Booths must be staffed during all show hours.**
3. Display, demonstration and distribution of promotional material are not permitted outside the Exhibitor's booth.
4. Sound or audio/video equipment must be subdued sufficiently to not cause nuisance to other exhibitors.
5. Gasoline engines may not operate during show hours. Fuel tanks may not be more than half full. (Because of danger of expansion).
6. Exhibitors showing equipment in operating condition must ensure the safety of show visitors, their operators and Exhibit personnel. All belt chain drive units must be covered. All equipment involving welding or cutting of metal, wood or plastic must be provided with safety shields. Waste materials, cuttings and shavings must be placed in bins and their removal are The Exhibitors responsibility.
7. Exhibitors shall comply with all local and provincial ordinances covering licenses, permits, etc. if required.
8. All applicable municipal, provincial, and federal regulations, including those pertaining to fire, health, safety and liquor must be complied with. Exhibitor assumes sole responsibility for the same.
9. Alberta Fire Regulations will be in effect and local Fire Ordinance Laws will apply for all exhibits. Exhibitor assumes sole responsibility for the same.
10. Exhibitors must keep their booths clean and orderly and shall leave the premises in a clean and orderly state.