

Yorkton Spring Expo

P.O. Box 908 • Yorkton, Sask. S3N 2X1 • Phone: (306) 783-4800 • Fax: (306) 782-4919
yorkton.ex@sasktel.net

Dec 2016



Dear Spring Expo Exhibitors:

Start planning to attend the Annual Yorkton Spring Expo now! Our 3-day Agriculture, Home, Garden & Lifestyles show will take place **April 7-9, 2017** at the Gallagher Centre in Yorkton, SK. and we invite you to be a part of the show! Spring Expo is organized jointly between the Yorkton Lions Club and the Yorkton Exhibition Association.

SPRING EXPO HAS SOLD OUT FOR THE PAST SEVERAL YEARS - BOOK YOUR BOOTH EARLY TO AVOID DISAPPOINTMENT

The Spring Expo Committee will remain with a "**NO ADMISSION CHARGE**" at the gate. To enhance the show and attract new bulk space exhibitors to the event the Spring Expo Committee will continue to offer attractive bulk space rental rates.

'BOOK EARLY AND SAVE!' The Spring Expo Committee will offer a **discount to exhibitors who book and pay in full by FEBRUARY 27, 2017.** All applications require a **non-refundable deposit of \$100.00 at the time of booking with the balance due by February 27th.** Your completed & signed contract and display fees must be received in our office by the February 27th deadline date in order to receive this discount.

Last year's Spring Expo exhibitors will be able to guarantee their 2017 Spring Expo display location until February 3, 2017. After that date specific locations will not be guaranteed. Display areas and designs can change from year to year so there may be slight adjustments to your booth location. However, the earlier you book your space the better the opportunity to have a preferred location. In the event that you don't send your fees in on time and there is another paid exhibitor waiting that sells products similar to yours the paid exhibitor will be given that space and you will be placed on the waiting list. The Spring Expo Committee has the right to accept or reject any application. **Remember to book early for the opportunity to have a preferred location.**

Show Dates/Times:
Friday, April 7 - 1:00 pm to 9:00 pm
Saturday, April 8 - 11:00 am to 8:00 pm
Sunday, April 9 - 11:00 am - 4:00 pm

| Exhibit Rental Fees: | Fee with Early Discount (Includes GST) | Fees after February 27, 2017 (Includes GST) |
|-----------------------------|---|--|
| 10' x 10' Space | \$500.00 | \$550.00 |
| 10' x 10' Corner Space | \$600.00 | \$650.00 |
| Additional 10' x 10' Space | \$425.00 | \$475.00 |
| Concession 10' x 10' Space | \$600.00 | \$650.00 |
| Outdoor Space (per item) | \$300.00 | \$350.00 |

Bulk Space Rental Fees:
Bulk Space (min. 800 sq/ft) \$1.75 sq/ft + GST \$2.00 sq/ft + GST

Move In: Thursday, April 06 - 1:00 pm - 9:00 pm OR Friday, April 07 - 8:00 am - 12:00 noon

Note: All exhibitors have to be in place and set up by 1:00 pm - Friday - April 7th.

Move Out: Sunday, April 9 - 4:00 pm - 9:00 pm - All displays must be out Sunday night. Exhibitors cannot start to dismantle displays until 4:00 pm. Any exhibitor moving out early may not be allowed back in future shows.

Security will be provided overnight, from: Thursday, April 6th - 9:00 pm to Friday, April 7th - 1:00 pm
Friday, April 7th – 9:00 pm to Saturday, April 8th – 11:00 am
Saturday, April 8th – 9:00 pm to Sunday, April 9th – 11:00 am

Forklift: Will be available with PRIOR BOOKING (must be noted on contract) at a cost of \$50/hour (minimum charge of \$15.00).

Exhibitors with large equipment must make prior arrangements for early move in.

Drapery & Exhibit Aids: Each indoor space is equipped with one 8' table (no coverings), two chairs, one 110 volt hook-up (shared outlets), an 8' back drape, and a 3' side drape. Exhibitors are responsible for supplying their own extension cord(s) – up to 50' may be required. Exhibitors' Displays MUST NOT EXCEED these dimensions on sides adjacent to other exhibitors - NO EXCEPTIONS! Exhibitors' displays must not block or hide neighboring exhibitors.

Table Skirting can be booked through the **Yorkton Exhibition Association – (306) 783-4800.**

Exhibitor Information Packages may be picked up at the Yorkton Exhibition Administration Office in the Gallagher Centre upon your arrival, prior to set-up. Exhibitors are responsible for their own booths during show hours.

Refund Policy: Cancellations received prior to March 29th - 50% refund.
No Shows and Cancellations received after March 29th - No Refund.

Insurance Policy: **Individual exhibitors are responsible for their own insurance.** All Exhibitors should carry a "Comprehensive General Liability Insurance Policy" of no less than \$2,000,000 and provide proof upon request.

LIABILITY: Notwithstanding anything to the contrary herein contained, it is understood that each exhibitor waives all claims against the Yorkton Lions Club or the Yorkton Exhibition Association and/or any of its members, officials, or agents thereof, for any and all injury, loss, damage which he/she, his/her employees, helpers, and/or property may sustain by the said Association by reason of any claims made by any of his/her helpers or assistants introduced to, or engaged, and shall be at the sole risk and responsibility of such exhibitors.

Remember, return your completed contract by February 27, 2017. If you have any questions, please feel free to call the Administration Office - (306) 783-4800. We are looking forward to working with you at another successful event.

Sincerely,

Yorkton Exhibition Association



2017 SPRING EXPO – APRIL 7, 8, 9, 2017 - Display Rental Agreement
 Box 908, Yorkton, SK, S3N 2X1
 Ph: (306) 783-4800 Fax: (306) 782-4919



IMPORTANT: Please be specific regarding product lines, name brands, and ALL requirements. All food sample products must be approved by the Display Committee. Specialized Concessionaires and Exhibitors must comply with all health and provincial regulations. Food vendors outside of Saskatchewan must contact the local health inspector regarding inter-provincial regulations.

This Agreement is between
YORKTON SPRING EXPO
 and

COMPANY: _____

ADDRESS: _____

CITY/PROV: _____ **POSTAL CODE:** _____

TELEPHONE: _____ **FAX:** _____

E-MAIL: _____

DISPLAY PRODUCT(S): _____

| I am requesting: | Fee with Early Discount (Includes GST) | Fees after February 27, 2017 (Includes GST) |
|---|---|--|
| <input type="checkbox"/> 10' x 10' Space | \$500.00 | \$550.00 |
| <input type="checkbox"/> 10' x 10' Corner Space | \$600.00 | \$650.00 |
| <input type="checkbox"/> Additional 10' x 10' Space | \$425.00 | \$475.00 |
| <input type="checkbox"/> 10' x 10' Concession | \$600.00 | \$650.00 |
| <input type="checkbox"/> Outdoor Space (per item) | \$300.00 | \$350.00 |
| _____ (# of items) | | |
| <input type="checkbox"/> Bulk Space Rental | \$1.75 sq/ft + GST | \$2.00 sq/ft + GST |
| _____ (sq. ft. required) | | |

I require additional electrical: 110V - \$50.00 + \$2.50 GST = \$52.50 or 220V - \$150.00 + \$7.50 GST = \$157.50
 I need to book the Fork Lift - \$50/hour (minimum \$15) (please specify time). _____

Booth Display Fee \$ _____ (GST is included in the price shown above)
 Additional Costs (if any) \$ _____
TOTAL \$ _____

I have enclosed a cheque in the amount of \$ _____ made payable to "Yorkton Spring Expo".

I wish to pay by MasterCard or Visa:
 Credit Card #: _____ Expiry Date: _____

3-Digit Validation Code: _____ Card Holder Name: _____ (Please print)

Signature: _____

I understand that this contract **DOES NOT** cover the privilege of exclusivity at the 2017 Spring Expo. I understand that as an exhibitor I am **responsible for providing my own insurance coverage at the 2017 Spring Expo**. I have read, understand, and agree to abide by the rules, regulations, and conditions governing space rental which is attached hereto and form part of this Agreement for the period of April 8 - 10, 2016 inclusive

Exhibitor's Printed Name _____ Exhibitor's Signature _____ Date _____

| | | |
|--|-------------------------|-------------------------------|
| FOR OFFICE USE ONLY: | Building: _____ | Display Space #: _____ |
| Date Received: _____ | Receipt #: _____ | Amount Received: _____ |
| Spring Expo Rep Initials: _____ | | GST #: R129436333 |

Please contact the Yorkton Exhibition Association to **PRE-BOOK TABLE SKIRTING** – (306) 783-4800