



2018 HOME SHOW CONTRACT
 Albion Bolton Community Centre
 150 Queen St S, Bolton, ON L7E 1E3
 April 20, 21 & 22, 2018

Business Name:
Description of Product or Service:
Contact Person:
Address:
City / Province / Postal Code:
Phone:
Email:
Insurance Company and Policy Number:

The above named Exhibitor hereby agrees to participate in the **Caledon Home & Lifestyle Show April 20, 21, 22, 2018** & the Exhibitor agrees to abide by all rules and procedures adopted by the Chamber in connection with the management of the Caledon Home & Lifestyle Show. The Exhibitor also agrees that the Chamber shall have the right to adopt, revoke, amend or modify any rule or procedure deemed necessary either prior to or during the exhibition, in its sole discretion. The Chamber will not be liable for non-fulfillment of this contract if due to any reason beyond its control.

Authorized Signature: _____ **Date:** _____

8 x 10 Indoor Space \$650.00 /Chamber Members less 25% (\$487.50)	\$
Double Booth Space - Members \$900.00 Non-Members \$1100.00	\$
(Optional) 6' Banquet Table w/Cloth & Skirt @ \$37.00 each	\$
Sub Total	\$
(12183 1341 RT) HST 13%	\$
Total	\$

Payment method: Cheques payable to "Caledon Chamber of Commerce", VISA or MasterCard or send e-Transfers to info@caledonchamber.com.

Card Number: _____ **Expiry Date:** _____

PAYMENT IN FULL AND A COMPLETED CONTRACT WILL CONFIRM YOUR RESERVATION **DUE MARCH 15, 2018**

Yes, I will contribute a gift to the Penny Raffle.
 (To find out what a Penny Raffle is, please visit www.caledonchamber.com)



EXHIBITOR CONTRACT (Please read carefully)

Rules and Procedures - This contract must be fully completed, signed and submitted deposit of 50% of the contract fees in order to secure an exhibit booth space, [(\$100.00), per booth is non-refundable]. The balance of contract is due & payable to the Caledon Chamber of Commerce by March 30, 2018. If an exhibitor fails to submit a fully paid completed contract or fails to comply in any respect with the terms of this contract, the Chamber shall have the right to resell the applicable exhibit space. Your booth number is not guaranteed. Numbers are subject to final arrangements and may change as necessary in order to best facilitate a successful show.

- I. All exhibitors must provide a certificate of insurance with the Caledon of Chamber named as an additional insured in the amount of \$2 million general liability insurance for the dates of the show.
- II. All property on display shall be at the sole risk of the exhibitor. The exhibitor is responsible for the placement and cost of insurance related to its participation in the show.
- III. The Chamber will provide access to the exhibit space (Bolton Arena – 150 Queen Street South, Bolton) commencing at 7:00 a.m. on Friday, April 20, for the purpose of preparing displays. Exhibitors must have completed the set up and preparation of their displays prior to 4:00 p.m. on Friday. Exhibitors, who have not checked in at the exhibition premises by at least 1:00pm on Friday may forfeit their booth and application fees. The main access door at the west end of the exhibition premises will be closed at 2:30 p.m. on Friday, April 20, in order to allow exhibitors, should there be any, in that area to set up their displays.
- IV. The hours of operation are: Friday 5:00 pm – 9:00 pm / Saturday 10:00 am – 6:00 pm / Sunday 10:00 am – 3:00 pm
- V. Booths must be dismantled Sunday, April 22, beginning NO EARLIER than closing of the show at 3:00 p.m. Booths and displays must be completely dismantled and all property removed by 10:00 p.m. on Sunday, April 22th. **NO**

EXCEPTIONS

- VI. Exhibitor displays must have a staff person present at all times that the show is open to the public.
- VII. The Chamber reserves the right to refuse applications from exhibitors or prohibit or eject exhibitors from the exhibition when, in the Chamber’s opinion any exhibitor’s display, merchandise, services or advertising are not in keeping with the desired attributes of the Caledon Home Show or when an exhibitor behaves in such a manner that does not support the objectives of the event or the Caledon Chamber of Commerce.
- VIII. No signs or display materials may protrude beyond the boundaries of the rented display area. Exhibitor activities must be restricted to the rented display area unless prior permission has been given by the Chamber. Dimensions are 10’ wide x 8 deep x 8’ high. The Chamber provides an 8’ back curtain, a 2.5’ side curtain and electricity.
- IX. Any goods shipped to the exhibition premises must be clearly marked with the name of the exhibitor and the number of the exhibitor’s booth. Goods must be shipped prepaid, as there will be no one at the building authorized to accept any other form of delivery. The Chamber assumes no responsibility for loss or damage to goods before, during or after the show.
- X. The exhibitor will be responsible for any damage caused to building floors, walls, asphalt parking surface, or property of other exhibitors. Exhibitors may not apply paint, adhesives, or other coatings to building floors, walls, installations, or parking lot surface.
- XI. The distribution and or sale of any food product must be approved by the Caledon Chamber of Commerce upon registration.
- XII. No distribution of promotional material outside of your booth is permitted. This includes flyers on vehicles in the parking lot.
- XIII. Please list the products and services that will be displayed in your booth. Only products listed will be allowed and only one business per booth.
- XIV. **No REFUNDS will be made in whole or in part after March 15, 2018.**

_____ **PLEASE CHECK (v) HERE** - I have read the above terms and conditions and agree to abide by them.

(Signature of Exhibitor) _____ Date: