



Brought to you by:

## **SOUTH CARIBOO CHAMBER OF COMMERCE**

At the South Cariboo Recreation Centre

Dear Business Owner and Non-Profit Organizations,

The South Cariboo Chamber of Commerce will be hosting a South Cariboo Summer Festival August 11<sup>th</sup> & 12<sup>th</sup>, 2018 at the South Cariboo Rec Centre. This trade show portion of the event is dedicated to showcasing local businesses and organizations in the area and providing an entertaining and fun atmosphere for the community.

This exciting event will cater to all ages and have something for everyone. Events that are on the table and in the process of being planned are everything from live entertainment, skydiving, exhibits, animal and food demonstrations and even lawn mower races! Plus a kids area with Uncle Chris the Clown, over 2 dozen different demonstrations from organizations, beer gardens and multiple competitions are just to name a few of the events.

The event is a show case of the South Cariboo and what we have to offer and providing everyone with a fun filled weekend. We hope that you will consider showcasing your business or organization at the trade show portion of the event. We anticipate a high attendance with all there is to see and do.

Thank you in advance for becoming a part of the Festival and connecting with the community. If you have any questions please call 250-395-6124 or email [manager@southcariboochamber.org](mailto:manager@southcariboochamber.org).

Sincerely,  
Shelly Morton  
Executive Director  
South Cariboo Chamber of Commerce



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### **SHOW CONDITIONS**

#### **Show Hours**

Saturday August 11<sup>th</sup>, 2018 10:00am - 5:00pm

Sunday August 12<sup>th</sup>, 2018 10:00am - 4:00pm

Headline Entertainment August 11<sup>th</sup> 5:00pm -8:00pm

#### **Cancellation/Refund Policy**

Exhibitors are liable for the full amount of the contracted space. Deposits (50%) are non-refundable and due June 15<sup>st</sup>, 2018 by 3:00pm. If proper cancellation notice is given in writing within 30 days (July 15<sup>th</sup>, 2018) of the Festival, the exhibitor will be refunded all monies paid above the 50% deposit. The deposit is non-refundable. It is an option, if you prefer to pay the full payment by June 15<sup>st</sup>, 2018.

#### **Insurance and Liability**

All property exhibited is at the sole risk of the exhibitor. South Cariboo Chamber of Commerce, Canlan Ice Sports Corp, Cariboo Regional District and the District of 100 Mile House will not assume any responsibility for the safety of exhibits against theft, robbery, fire, accidents, or other mishaps.

#### **Payment of Account**

Accounts must be paid in full 30 days (July 15<sup>th</sup>, 2018) in advance. Management reserves the right to refuse entry to any exhibitor whose account has not been paid in full.

#### **Setup/Take Down**

All exhibitors will be allowed to begin setting up on Friday August 10<sup>th</sup>, 2018 between 9:00am and must be completed by 7:00pm. If you are requesting more time for set up, arrangements can be made to meet with you earlier. Please contact the Chamber office regarding.

**ALL BOOTHS MUST STAY COMPLETELY SET UP UNTIL the closing time of the festival Sunday August 12<sup>th</sup>, 2018. THIS IS A STRICT RULE. Exceptions will only be made to exhibits that have live animals in the outside venues. Vendors must all displays and products out of the building by 7:00pm August 12<sup>th</sup>. Absolutely no pets are allowed into the building except Service Animals.**

#### **Alteration of Exhibits**

In an effort to best serve the interests of the show, management reserves the right, without prior notification, to alter exhibits, aisles, common areas, booth location or those exhibits which hamper visibility to other displays.



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## Rental of booth space regulations

### **Subletting Booth Space**

No exhibitor shall sublet any portion of the booth space to another supplier without the expressed written consent of Management of the South Cariboo Chamber of Commerce.

### **Products Exhibited**

Products are limited to those products identified and approved on the registration form.

### **Staffing of Booths**

Exhibitors must staff their booths at all times during the show. A limited number of booth staff badges will be issued per booth and can be used to enjoy the event. Additional fees will be added if more badges are needed. Badges will be given entry to the Festival at no charge. Please contact the Chamber office if you have questions regarding purchase of volunteer passes (badges).

### **Show Cancellations**

Management reserves the right at all times to cancel or change the dates of the show in cases of circumstances beyond the control of Management without the exhibitors having any rights to compensation for any losses, costs, expenses, or damages which arise out of or are in any way connected with such change or cancellation. Only monies paid will be returned in the event of a show cancellation.



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Booth Size	Cost	GST	Total
10x10	\$165.00	\$8.25	\$173.25
10x20	\$250.00	\$12.50	\$262.50
Non-Profit Org.	\$75.00	\$3.75	\$78.75
Table Rental	\$20.00	\$1.00	\$21.00
Additional Booth Badges (more than 2)	\$5.00 ea		

A 50% deposit on all rentals is required by June 15<sup>th</sup>, 2018  
(Unless other arrangements have been made at the discretion of management)

**Are you interested in hosting a demo at the festival?**    Yes    No (Circle one)

Items/services/products exhibited: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Exhibitor Information:**

Company Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City \_\_\_\_\_, BC Postal Code \_\_\_\_\_

Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Website \_\_\_\_\_ Facebook \_\_\_\_\_

We hereby apply for exhibit space in the 2018 South Cariboo Summer Festival and we agree to all the conditions as outlined under "Show Conditions". (see attached)

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

Amount of deposit paid: due June 15, 2018 \$ \_\_\_\_\_

Method of payments: cheque, cash,  
 MasterCard or Visa.  
 South Cariboo Chamber of Commerce  
 Box 2312  
 100 Mile House, BC  
 V0K 2F0

Booth	\$
Table	\$
Extra Booth Badges \$5 ea	\$
<b>Subtotal</b>	<b>\$</b>
<b>GST</b>	<b>\$</b>
<b>Less Deposit</b>	<b>\$</b>
Total Due July 15, 2018	\$