

*3rd Annual*  
**HALDIMAND COUNTY**



**CONTRACT FOR EXHIBIT SPACE**

Haldimand County Bridal Show (Sunday Oct. 17th, 2010)  
 Caledonia Fairgrounds (Old Arena) - Caledonia, Ontario

EXHIBIT RATES		
BOOTHS	Single (Received before July 1/10)	\$200
	Single (Received after July 1/10)	\$230
TABLES	8' x 2.5' (Covered & skirted in white)	\$30 each

\*Single Booth size is 10' wide x 8' deep. Double and triple booths are available. Prices to be multiplied accordingly.

\*\*\*One Company per booth\*\*\*

**COMPANY INFORMATION**

Company Name:	
Address:	
Phone Number:	
Email Address:	
Website:	
Service / Product being Exhibited:	

**BOOTH REQUIREMENTS**

Booth Size:	<input type="checkbox"/> 10' wide x 8' deep	<input type="checkbox"/> 20' wide x 8' deep	<input type="checkbox"/> Other _____
Tables (\$30 each):	<input type="checkbox"/> YES Number Required ____	<input type="checkbox"/> NO	
Electricity (Add \$35):	<input type="checkbox"/> YES (complete attached form)	<input type="checkbox"/> NO	
Bride Lead List:	<input type="checkbox"/> Send via Email	<input type="checkbox"/> Mail to address above	
Fashion Show Participation: (Participation Deadline is Sept. 15th, 2010)	<input type="checkbox"/> Fashion Show Participation with Booth (Add \$100)		
	<input type="checkbox"/> Fashion Show Participation Only - No Booth (\$200)		

**PAYMENT INFORMATION**

Booth Space:	\$ _____
Table(s) (if applicable):	\$ _____
Electricity (if applicable):	\$ _____
Fashion Show (if applicable):	\$ _____
<b>SUBTOTAL:</b>	\$ _____
HST (13%):	\$ _____
<b>TOTAL:</b>	\$ _____
50% Deposit (Required):	\$ _____

\* If your payment is not made in full, please be sure to include a post-dated cheque for for the remaining amount dated for no later than October 1, 2010. A NSF charge of \$25.00 will apply for cheques that do not clear.

\*\* If this application is made after September 30, 2010, full payment is required for requested exhibit space.

<p><b>Cheques are to be made payable to Karen Chapman</b></p>	<p>Please mail Payment and Contract to:                  Att: Karen Chapman                  29 Morgan Drive, Caledonia, ON N3W 1H6</p>
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- I am a returning exhibitor and would like the same booth location.  
*(May 15th, 2010 deadline applies)*
- I/we would like to donate a door prize (please see attached prize form).
- Please deliver \_\_\_\_ poster(s) to the address above to help promote the show.

*By signing below, I/we acknowledge that I/we have read, understand, and agree to the Haldimand County Bridal Show Terms and Conditions and we agree to abide by all rules and regulations.*

\_\_\_\_\_  
 Name (Please Print)

\_\_\_\_\_  
 Signature

\_\_\_\_\_  
 Date

3rd Annual  
HALDIMAND COUNTY

*Bridal Show*

## TERMS & CONDITIONS / SHOW INFORMATION

Haldimand County Bridal Show (Sunday Oct. 17th, 2010)  
Caledonia Fairgrounds (Old Arena) - Caledonia, Ontario

**LOCATION:** Old Arena at the Caledonia Fairgrounds, 151 Caithness St. E. Caledonia.

**CONTACT INFORMATION:**

Karen Chapman (905) 537-4024 or karen@hcbridalshow.com

**PAYMENT INFO:** Only full payments will be accepted prior to May 1st, 2010. Full payments made prior to this date are subject to GST (5%). For full or partial payments made after May 1st, 2010, HST (13%) applies and a 50% deposit must accompany the original application. The balance is due no later than 4 weeks before the show date. If the balance is not received by this deadline, the exhibitor waives all rights to the designated space on the contract and Show Management will not guarantee the space. The deposit on the space is non-refundable.

**MOVE IN:** Saturday October 16th, 2010 between 12 noon and 8:00 pm. Front and side man doors will open at 9:00 am on Sunday October 17th, 2010 if additional set up time is required. To prevent heat loss, **LOADING DOORS WILL NOT BE OPEN ON THE DAY OF THE SHOW.** All large items that require the loading door must be moved in on Saturday October 16th, 2010.

**MOVE OUT:** Unless required by show organizers, no exhibitor shall disassemble or remove any part of his/her display before the show is officially closed. All of the exhibits must be removed from the arena by 9:00 pm on the last day of the show.

**SPACE ASSIGNMENT:** Show Management assigns exhibit space. However, each exhibitor will be given the opportunity to choose their preferred booth location based on a first come, first serve basis according to the date on which the application and deposit is received. Show management reserves the right to re-assign booth spaces if necessary due to floor plan changes or to ensure adequate spacing between similar vendors. Exhibits are to be arranged so that they do not obstruct the general view or hide the exhibits of others. Show Management will not be held liable if competitive exhibitors are adjacent to or opposite each other. Displays must not protrude beyond the specified booth dimensions.

**TABLES:** Tables are not automatically included with your booth; however, they can be provided upon request with white skirting in an 8 foot length. The cost for each table is \$30.00 in addition to your booth space cost. You are welcome to bring your own table(s), but ensure that the tables you have ordered or are bringing are the correct size and proportion for your booth. Theft of other peoples tables is totally unacceptable!

**ELECTRICITY:** Electricity can be provided at your booth for an additional cost of \$35; Show Management must be advised of your electrical requirements by submission of our "Electrical Requirements Form" no later than October 1st, 2010 to ensure that sufficient power has been routed to your booth location. Please note that we are able to provide you with one electrical outlet. If more than one outlet is required to power your booth, you must supply your own power bar. You are also required to supply your own 50' to 100' extension cord (3 conductor, #14 CSA Approved) which may be required to route electricity to your booth from your assigned outlet.

**BOOTH SIZE & DESIGN:** All booths will be draped with black draping in stall style. Ensure that when you are designing your booth it does not exceed your booth perimeters. No exhibitor shall block their neighbour's booth or site lines. Sides of your booth shall not be higher than 3 feet to accommodate this.

## TERMS & CONDITIONS / SHOW INFORMATION continued...

**PROMOTIONAL MATERIALS:** Exhibitors at the show are ONLY to be handing out their own company's promotional material at their booth. Each exhibitor has paid fairly for their space and their exposure at the show and outside promotional material are not to be distributed at the show. This is poor business practice and will not be tolerated. All displays and promotional literature must be in good taste. Products and services must be presented in a professional manner. Free samples may be distributed and orders for products may be taken, and merchandise may be sold. Raffles may be conducted.

**FASHION SHOW PARTICIPANTS:** As a fashion show participant, you understand that you are participating in the fashion show for an additional fee (as outlined on the "Contract for Exhibit Space") and agree to hold all parties involved in the 3rd Annual Haldimand County Bridal Show, including but not limited to, the representatives of The Haldimand County Bridal Show, HappyCOM Enterprises, Caledonia Agricultural Society, all sponsors and volunteers, harmless of any and all damages that may or may not be incurred as a result of participating in the fashion shows taking place on October 17th, 2010. As a participant of the fashion show at the 3rd Annual Haldimand County Bridal Show, you understand that you are participating at your own risk and that you are responsible for the insurance of your own property.

**EXHIBIT STAFF SIGN IN:** While moving in all exhibitors will register with the registration desk and advise them of the staff that they will have working at their company booth throughout the show. All staff members will be required to check in at the registration desk upon arrival at the show and name badges will be provided. No guest passes will be given out.

**PARKING:** After unloading on set up day, all vehicles must park in the designated parking area. Exhibitors are to move their vehicles promptly from the loading dock area so that all exhibitors have an equal opportunity to utilize this area. During the show hours, all exhibitors and exhibit staff must be parked in the designated parking area.

**SECURITY:** Overnight Security will be provided on Saturday October 16th, 2010. However, all property exhibited is at the exhibitor's sole risk. The Bridal Show Management Committee assumes no responsibility for the safety of exhibits against theft, robbery, fire accidents or other mishaps.

**WEATHER:** The Haldimand County Bridal Show will be taking place rain, snow or shine. Heaters will be provided in the building if required due to cold temperatures. No refunds will be issued to any exhibitor due to weather conditions.

**HOLD HARMLESS AGREEMENT:** The Vendor/Dealer hereby indemnifies and saves harmless the Haldimand Bridal Show Management, Sponsors and the Caledonia Agricultural Society from and against any and all claims, losses, demands, actions and cause of action that arise out of or in connection with the activities carried on by the Vendor/Dealer during the rental period and any period of occupation and use of the show grounds. This includes any acts by the Vendor/Dealer, their employees and/or agents. Everything brought to the show by the Vendor/Dealer, his employees, agents, or customers, shall be entirely at the risk of the Vendor or others for any loss or damage in accordance with Canadian Insurance laws. The Exhibitor must carry their own general public liability insurance covering bodily injury and property damage. Exhibitors wishing to insure their goods must do so at their own expense.

**CANCELLATIONS/REFUNDS:** Should an exhibitor decide to withdraw his/her participation, Show Management shall have the right to retain as a cancellation fee any installment or partial payment by the exhibitor up to the time of the cancellation.

**GENERAL:** All matters and questions not covered by this show information and agreement form are subject to the decision of Show Management. In addition, Show Management shall have full discretion in the interpretation and enforcement of all rules contained herein and the authority to make such amendments thereto and such further rules and regulations governing the conduct of, and participation in the show as it shall consider necessary for the proper presentation of the show. The exhibitor agrees to cease any activity the Show Management deems to be a violation of the terms and to follow the directives of the Show Management.



**ELECTRICAL  
REQUIREMENTS FORM**

Haldimand County Bridal Show (Sunday Oct. 17th, 2010)  
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In order for Show Management to ensure that you have sufficient power available to your booth, please provide information on your exact electrical requirements, and approximate amps if known.

For example, are you plugging in a laptop, a television, a sound system, curling irons, mini lights, strobes.....

**ITEMS REQUIRING ELECTRICITY:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_
5. \_\_\_\_\_

Please note that we are able to provide you with one electrical outlet. If more than one outlet is required to power your booth, you must supply your own power bar. You are also required to supply your own 50' to 100' extension cord (3 conductor, #14 CSA Approved) which may be required to route electricity to your booth from your assigned outlet.

**Please submit this form no later than October 1st, 2010 to ensure that sufficient power has been routed to your booth location.**

# *Bridal Show*

## PRIZE DONATION FORM

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Caledonia Fairgrounds (Old Arena) - Caledonia, Ontario

We would like to give you the opportunity to participate in our prize giveaways at the Bridal Show by way of donating one, or multiple gifts or gift certificates to be used as door prizes at the event. These door prizes will be raffled off to the visitors of the show during the fashion show presentation.

By donating a product or service, you will increase your company exposure as this will be recognized through honourable mention during the fashion show and will be listed on the official Haldimand County Bridal Show website.

Any donation of a product or service that you can offer will certainly help in the success of this community event, we only ask that the winner not be required to make a purchase in order to redeem their prize.

- We would like to donate a Door Prize

We will be donating: \_\_\_\_\_

- We would like to donate a Grand Prize  
(valued at \$250 or greater)

We will be donating: \_\_\_\_\_

**Please submit this form no later than October 1st, 2010 to ensure that your door prize is included in our draws. Further instructions will be emailed with move-in information closer to the show date.**