

**2019 Bay of Quinte Home Show**  
**SHOW HELD AT TRENTON COMMUNITY GARDENS APRIL 12, 13 & 14**  
**FRI 5-8PM SAT 10AM-5PM SUN 10AM-3PM**

**THE MARKET PLACE EXHIBITOR CONTRACT**  
 Please return your completed form to the Quinte West Chamber of Commerce  
 97 Front St. Trenton, ON K8V 4N6 · Fax 613-392-8400 · events@quintewestchamber.ca  
 For more information call Morgan Scott at 613-392-7635 or visit bayofquintehomeshow.com

**PLEASE PRINT CLEARLY**

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

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

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Company Website: \_\_\_\_\_

*Reserve your booth with contract & payment by February 22  
 to receive your booth space from last year.*

**READ CAREFULLY AND CHECK ALL THAT APPLY**

**I would like to book the following:**

	<b>Fees</b>
<input type="checkbox"/> <b>SHOW BOOTH</b> \$150(+ hst) <i>included with booth - 1 table, 2 chairs &amp; access to electricity(please bring extension cords)</i>	
<b>TABLES &amp; CHAIRS (extra tables are \$10+HST each)</b>	
<input type="checkbox"/> I do not require a table <input type="checkbox"/> I do not require any chairs <input type="checkbox"/> I require _____ table(s)	
HST#108138066	<b>HST@13%</b>
<b>TOTAL FEES</b>	

Have a 'Show Special' Please let us know!- we want to promote this out through social media

Show Special: \_\_\_\_\_

Yes, I require hydro                       No, I do not require hydro

Same location as last year                       I would like a new location

MUST BE RESERVED BY FEB 22<sup>ND</sup> AFTER FEB 22<sup>ND</sup> ALL BOOTHS WILL BE OPEN TO ALL VENDORS

I require WIFI at the show

<b>Payment Method</b>			
<input type="checkbox"/> Cheque (payable to Bay of Quinte Home Show)	<input type="checkbox"/> Visa	<input type="checkbox"/> Mastercard	<input type="checkbox"/> American Express
Card# _____	Exp. Date _____	CSV _____	
Name on Card _____			
Please forward contract with payment to: <b>Bay of Quinte Home Show, 97 Front St. Trenton, ON K8V 4N6</b>			

I have read and agree to the terms & conditions on the reverse.

➔ Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **TERMS & CONDITIONS OF EXHIBIT SPACE AGREEMENT**

**Full cost of booth(s) , extra tables/chairs must accompany contract.**

**DEFINITIONS:** The term "the Exhibitor" shall mean any person, firm, company, or representative who shall schedule, confirm, and/or attend the show. Quinte Women's Show shall be referred to as "the Organizer".

**APPROVAL OF APPLICATION:** The Exhibitor shall submit a completed application form outlining specific requirements and requests. The Organizer will process the application in a timely manner, contacting the Exhibitor by telephone or email with any clarifications. The Organizer may cancel the application or agreement at any time without giving any reason and without incurring any liability of any nature by refunding the Exhibitor for the amount paid for the booth. Applications may be refused at the sole and absolute discretion of the Organizer without giving any reason. Spaces are non-transferable.

**EXHIBITORS LOCATIONS:** The presentation and layout of the Exhibition will be decided by the Organizer. Exhibitors locations are not reserved or assigned in advance. The Location of the Exhibitors Spaces will be marked upon the Exhibitors arrival. However, the Organizer reserves the right to alter and amend the layout of any published or assigned spaces or floor plans. The Organizer reserves the right to relocate an Exhibitors booth when necessary.

**SHOW SET-UP & TEAR DOWN:** Set-up times are Thursday, April 11 2pm-9pm & Friday, April 12 9am-4:30pm and Tear Down April 14th after 3pm. It is the responsibility of the Exhibitor to complete the set-up and take-down during these times. Displays shall not be moved or taken down prior to the end of the Show. At the end of the Show the Exhibitor will remove all the property brought in to the venue and will clear the site of all unwanted materials and leave the area in a clean and tidy condition. In the event that the Exhibitor fails to comply, to the reasonable satisfaction of the Organizer and venue management, then the Organizer may carry out these tasks and charge the Exhibitor for the costs of doing so.

**DISPLAY RESTRICTIONS:** Displays shall not exceed the stated space unless the Exhibitor receives written approval by the Organizer. Upon the decision of the Organizer extra charges may apply for larger areas. Displays are not to interfere or infringe on other Show Exhibitors. The Exhibitor shall request electrical connections if required prior to set up and must supply their own extension cord. Power shall only be used for display purposes.

**EXHIBITOR LIABILITY:** The Exhibitor hereby accepts liability for all acts of omissions of herself, her employees, contractors and agents and shall indemnify the Organizer against all actions, suits, proceeding, claims, costs, demands and expenses arising from whatsoever which may be taken or made against the Organizer or Venue Management as a result of the actions or inactions of the Exhibitor and in particular, against any claim made against the Organizer by the Landlord or other owners of the Site. Each Exhibitor will assume full responsibility for their space and neither the Organizer nor the Venue will accept any liability for theft, breakage or any damage to the Exhibitors property or person.

**PAYMENT TERMS:** The Exhibitor agrees to pay the Organizer the full cost on application for their booking of space and additional equipment if requested. Exhibitors will be charged \$25.00 on all returned cheques.

**CANCELLATION OF SPACE:** In the event that an Exhibitor wishes to cancel their booking after acceptance of the booking by the Organizer then the Organizer reserve the right (but without being obliged to do so and without prejudice to any other right or remedy available to the Organizer) to apply the following cancellation charges and to reallocate such space. The Organizer shall not issue refunds for Exhibitors Cancellations: There is a \$25.00 cancellation fee once the Exhibitors booking has been accepted and processed. Should an Exhibitor fail to arrive for set-up, the Organizer will charge the Exhibitor full show cost plus a \$50.00 administration fee. Shows are not prorated and are non-transferable. If the Exhibitor wishes to cancel, then written notice of such wish must be forwarded to and received by the Organizer. Notwithstanding that the Organizer may resell or reallocate the cancelled space after payment of the cancellation charges. The Organizer shall be under no obligation to reimburse all or any part of such cancellation charges.

**EXHIBITOR CONDUCT:** every booth must be open and ready for business during show hours and manned by a competent representative of the Exhibitor. The use of microphones, audio equipment, flashing lights or any other device that may interfere with or annoy the public is forbidden unless prior consent by the Organizer has been given. The Exhibitor will uphold the usual standards of conduct and behaviour and follow the rules set up by the Organizer and Venue Management during the show. Failure by the Exhibitor to abide by these terms may result in the immediate removal of the Exhibitor and their booth from the Show. The Exhibitor shall be liable for any loss caused to the Organizer as a result of their breach of these conditions. Full show cost will apply as refunds or credits will not be given to the Exhibitor.

**Exhibitor agrees that this agreement represents the only contract or representation, written or verbal, for show space(s) and that no other guarantee or warranties are implied.**



Initial: \_\_\_\_\_

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

Date: \_\_\_\_\_