

# **Space Rental Contract**

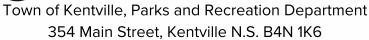
# All show information will be addressed to the following address unless otherwise indicated

Vebsite:	E-Mail (	required):		
roducts Displaye	d:			
•	•	-		
ocation Request:	1st	2nd:	3rd:	
	F	Rental Details / P	Payment Options	
	•			ll payments received between March ts and made through event organize
		Cancell	ations	
	y reserved space must be % of the agreed upon rec		n 6th 2020, any cancellatio	on after March 6th vendor may be
	Space Rental I	Request (each s	pace is considered	10ft x 10ft)
Single	Booth (10x10)	\$495.00		Total:
•	le Booths (2-3)	\$480.00		Total:
· ·	le Booths (4-6)	\$465.00		Total:
	de Space	To be negotiated w	rith show	Total:
	Entrance Space	To be negotiated w		Total:
		Other Rento	al Requests	
■ Tables		\$10.00 ea		Total:
Chairs		\$5.00 ea		Total:
	A	dvertising / Spor	sorship Options	
Platinum - Radio	o promotion, inclusion in a	all print media, full color	page ad in show brochure,	\$700.00
promotion on T	own of Kentville Website	w / website links		- <b>#</b> 100.00
	age ad in show brochure			\$400.00
· ·	age ad in show brochure			\$250.00
Bronze - 1/4 p	age ad in show brochure			\$200.00
Subtotal =		HST (15%)		Total Owing: \$
Cheque - will se		I drop off payment to be	ed to all signed contracts) elow address	rd - if you wish to pay via credit card
Printed Name:		Confirming Sigr	nature:	Date:













# **Terms and Conditions**

#### **Public Exhibition Hours**

Friday April 24th
Saturday April 25th
Sunday April 26th
5:00pm - 9:00pm
9:00am - 5:00pm
12:00pm - 4:00pm

#### Vendor set-up and tear down

All displays must be set up by 1:00 April 24th unless prior arrangements have been made with event organizer. Set up times are as follows:

- Tuesday April 21st 12:00 p m 4:30
- Wednesday April 22nd 9:00am 4:30
- Thursday April 23rd 9:00am 11:00pm
- Friday April 24th 9:00am 1:00pm

All displays must be taken down by 4:00 April 27th. No tear down of display is begin until all public have left the show.

# **Booth Specifications**

- 1. A standard booth is 10ft x 10ft, divided by draperies across the back 8 feet high and extending along the sides 3 feet high. These will be provided by the event organizers. All displays must be kept within the confines of the rented booth space.
  - Booth carpet, tables, chairs, extra lighting etc.. all are additional and not provided by the show.
- 2. Painting or fastening to walls, floors or any other part of the building is prohibited. Attaching signs or display material to the shows contractors equipment will be with approved methods only. Any damage to the building or show dressings will be the responsibility of the exhibitor.
- 3. Final allotment of booth space will be at the discretion of the event organizer.
- 4. Space is to be used for products and purpose of the exhibitor and cannot be sublet or used by anyone other than the exhibitor without consent from organizer.

# **Lighting and Power**

The show will provide each vendor 1-15amp plug per booth. However, the exhibitor is required to supply all the necessary connections including CSA approved equipment (extension cords and power bars). Any additional power required by vendor must be communicated to show organizers (240v etc..). An electrical inspection will be done prior to show openning.

#### Insurance

The exhibitor shall from the time of take over of rented space provide proof of Public Liability / Property Damage Insurance Coverage to the limit of \$2,000,000.00 with the Town of Kentville as an additional named Insured stated on the insurance form or contract, until such time as rented space is released back to the Town of Kentville. The Town of Kentville is not responsible for any lost incurred by any exhibitor.

## **Passes**

Each vendor will receive 4 passes for the show. If more passes are required for your business vendor must contact event organizer to request more.

## Selling at the show

Exhibitors are permitted to sell at the show. Any vendor selling or distributing food must provide the show will proof of food handlers certificate, prepared to display all weekend and be prepared for an inspection by Health Inspector.

# **Parking**

Exhibitors will be provided prior to start of show with a parking map for options to park. The show will have parking lot monitors during show hours to monitor and assist those looking for options.

#### **Show Contractor**

The Kentville Home Show as stated will provide each exhibitor the space they reserved ONLY. Any other furnishing or necessary items must be brought in by vendor, or rented through: Darwin Event Group info@darwineventgroup.com / 1-902-679-7177

Price list and rental items list will be distributed to vendors prior to the show.

# **Payment**

If we do not receive payment in full for rental of space as per terms and conditions of contract the event organizer reserves the right to remove your business from the show. Any outstanding invoices will be subject to interest as per our collection policy (collection policy available upon request)

Agreement to abide by terms and conditions	
i, (exhibitor name)	have read, understood and will comply with all terms and
conditions of this contract.	
Signature	Date: