

ourhomes

2024 SOUTHERN GEORGIAN BAY CHRISTMAS MARKET

VENDOR
REGISTRATION

NOV. 23 & 24, 2024

Saturday 10a.m. - 5p.m.

Sunday 10a.m. - 4p.m.

Alpine Ski Club,
17-242 Arrowhead Road
The Blue Mountains



SECTION 1: VENDOR & PRODUCT INFORMATION

VENDOR INFORMATION (Fill in grey sections)

Company Name	
Address	
City / Town	
Prov	Postal Code
Contact	
Phone	
Email	

PRODUCT INFORMATION (Please provide description)

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VENDOR TYPE (please check off)

<input type="checkbox"/>	Art Antiques Collectibles	<input type="checkbox"/>	Spa Wellness Lotion Makeup
<input type="checkbox"/>	Home & Décor Fabrics Textiles	<input type="checkbox"/>	Soap Products
<input type="checkbox"/>	Fashion Clothing & Accessories	<input type="checkbox"/>	Taste - Food & Drink Items
<input type="checkbox"/>	Crafts - Handmade Holiday	<input type="checkbox"/>	Glass Ceramics Pottery
<input type="checkbox"/>	Child - Toys Books Clothing	<input type="checkbox"/>	Candles & Scented Items
<input type="checkbox"/>	Jewelry & Accessories	<input type="checkbox"/>	Wood Products & Décor
<input type="checkbox"/>	Other (specify)		

VENDOR APPLICATION REQUIREMENTS (please check off)

<input type="checkbox"/>	Your insurance information is provided with this form
<input type="checkbox"/>	Contact information completed in full
<input type="checkbox"/>	Product or service description provided

SECTION 2: BOOTH INFORMATION

BOOTH RATES MAIN HALL	DESCRIPTION	LOCATION
\$125	Table	Available in Athlete's and Alpine rooms
\$350	Small 5x10 Booth	Available in Georgian Room & Heritage Lounge
\$500	Large 8x8 Booth	Available in all upper level rooms
\$575	X-Large 8x10 Booth	Available in both levels
\$650	XXL 10x10 Booth	Available in Alpine Room
\$950	Double Large 8x16 Booth	Heritage Lounge

PICK YOUR BOOTH

QTY	DESCRIPTION	AMOUNT	HST (13%)	TOTAL	EXT. TOTAL
	Table	\$125	\$16.25	\$141.25	
	Small 5x10 Booth	\$350	\$45.50	\$395.50	
	Large 8x8 Booth	\$500	\$65.00	\$565.00	
	X-Large 8x10 Booth	\$575	\$74.75	\$649.75	
	XXL 10x10 Booth	\$650	\$84.50	\$734.50	
	Double Large 8x16 Booth	\$950	\$123.50	\$1,073.50	
	Additional Exhibitor Badges	\$7.00	\$0.91	\$7.91	

INCLUSIONS:

- Standard Pipe & Drape installed - where applicable
- Table plus (2) Chairs
- Hydro - standard 110V 15A circuit
- WiFi Access

OPTION(S) RATES

- \$7 Additional Exhibitor Badge

Fill in grey areas with numerical value only - form will auto calculate total

NOTES:

- Please do NOT send payments in advance of acceptance to event
- Upon acceptance, a **25% deposit** must be received within **(2) weeks** to CONFIRM space
- **Final** payment deadline is no later than **ten(10) weeks** prior to the event

SECTION 3: RULES & REGULATIONS

DESCRIPTION

1. Booth space is rented to the applicant **ONLY** - subletting is not permitted.
2. Booth setup and equipment must be maintained within allotted space.
3. Absenteem without notification will result in ineligibility to exhibit at future events.
4. All equipment used by Vendor during event must meet applicable Canadian Safety Standards (CSA).
5. Where used, any extension cords must be secured properly. In situations where crossing pedestrain ways, extension cords **MUST** be covered.
6. Vendor's offering food products must obtain approval prior to event. Where applicable, health permits
7. Deposit of 25% required to **HOLD** booth space up until deadline only.
8. Booth space is **CONFIRMED** only upon receipt of full payment.
9. Full payment deadline is no later than ten (10) weeks prior to event **WITHOUT EXCEPTION**.
10. All requested booth space is considered, however final location is solely at the discretion of the Event Management company.

SELECTION PROCESS

1. Exhibitor registrations will be subject to a selection process.
2. Where required, a full product listing and accompanying photos will be requested while application is under review.
3. It is the responsibility of the applicant to disclose **ALL** product that will be sold at the event. Failure to properly disclose this information might result in removal of product and ineligibility to participate in future events.
4. Booth presentation is very important for eligibility in to this event: Backdrop or banner, Christmas decorations (ex. lights, garland), Table linens / covers

CANCELLATIONS

1. All booth fees must be paid in full no later than **ten (10) weeks** prior to event.
2. Deposits will **NOT** be refunded if cancellation occurs after payment deadline.
3. Exhibitors that cancel events, may be subject to review and disqualification for future events, at the sole discretion of the Event Management company.

LOAD IN / OUT SCHEDULES

1. Load In times will be published approximately three (3) to four (4) weeks in advance.
2. Times may be subject to assignment at the discretion of the Event Management Team.
3. Vendors that arrive outside of assigned time will be required to wait.
4. Each vendor must be setup and ready by opening time each day.
5. Load Out will commence immediately following the close of event.
6. Vendors are not permitted to commence teardown activities prior to closing on Day 2 (see times above). Failure to comply with this will result in ineligibility to exhibit at future events.

SERVICES

1. Hydro service is **INCLUDED**. It is provided in 110V 15A circuits.
2. WiFi Services is **INCLUDED**.

SECTION 4: INSURANCE & HOLD HARMLESS AGREEMENTS

As required, exhibitors may be requested to provide copies of their certificate of insurance (COI) in advance of the event. Additional insured information will be supplied in the Exhibitor Kits which are distributed only after registration to the event has been **CONFIRMED**.

It is mandatory for proof of insurance to be provided for all exhibitors selling pre-made / pre-packaged food or drink items.

HOLD HARMLESS AGREEMENT

I, the Lessee, shall indemnify and hold harmless the Events Management Team, their members, agents and employees from any and against all claims, demands, losses, costs, damages, action suits or proceedings by any third parties that may arise out of, or may attribute to all operations performed by or carried out by lessee, their agents, employees or anyone for whose actions may be held liable howsoever caused.

This agreement is also extended, from the Lessee, to the hosting venue (Alpine Ski Club) and it's affiliates.

Name (Print): _____

Date: _____

Signature: _____

Email completed registration to homeshowsgb@ourhomes.ca