



THE CHATHAM-KENT
WEDDING SHOW

SATURDAY JANUARY 22, 2022

LINKS OF KENT | CHATHAM ON

11AM - 5PM

**EXHIBITOR APPLICATION
PART 1**

BUSINESS NAME: _____

CONTACT NAME: _____ TYPE OF BUSINESS: _____

PHONE: _____ E-MAIL: _____

WEBSITE/SOCIAL MEDIA: _____

| BOOTH SIZE | COST | TOTAL |
|--------------|-------|-------|
| 6' X '5 | \$250 | |
| 8' X 5' | \$300 | |
| 12' X 5' | \$375 | |
| 16' X 5' | \$450 | |
| TOTAL OWING: | | |

PAYMENT METHODS

- Cheques: payable to Big Brothers Big Sisters of Chatham-Kent
- Cash: office drop off: 137 Queen Street Chatham ON N7M 2G7
- E-transfer: amanda.clark@bigbrothersbigsisters.ca (include separate e-mail with business name and password)
- Debit/Credit: located at the Big Brothers Big Sisters of Chatham-Kent office

REMINDERS:

- We cannot guarantee access to electricity. If you require electricity please e-mail amanda.clark@bigbrothersbigsisters.ca with your request.
- Tables are not included with your booth. There are limited tables for vendors. Please e-mail amanda.clark@bigbrothersbigsisters.ca with a request for an 8ft or 6ft table. There are no guarantees.

MOVE IN

Friday, January 21st: 12:00pm – 7:00pm & Saturday, January 22rd: 8:00am – 10:30am

MOVE OUT

Saturday, January 22rd: 5:00pm – 8:00pm



THANK YOU FOR PARTICIPATING IN OUR
FUNDRAISER. ALL PROCEEDS STAY LOCAL AND
SUPPORT OUR INNOVATIVE MENTORING PROGRAMS





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**EXHIBITOR APPLICATION
PART 2**

GRAND PRIZE:

We would like to offer an incentive for our brides to attend. We are seeking prizes that are 'stand alone prizes'. For example, a coupon valued at \$50 for a service that actually costs more than \$50 is not a stand alone prize. Are you willing to contribute to our grand prize?

YES NO

If yes,
PRIZE YOU WILL BE DONATING: _____

VALUE OF PRIZE: _____

POP UP SPEAKERS:

To make the show engaging we were hoping to create a schedule of events. If you have a fun demonstration you would like to do, an engaging talk you would like to present, or any other fun educational presentation related to your business, we would love to showcase you! Please indicate below if you would like to be added to our schedule of events. We reserve the right to modify the schedule and accept or deny requests to present.

PLEASE CONSIDER ME AS A POP UP SPEAKER: YES NO I NEED MORE INFO

OPT IN PASSPORT PROGRAM:

To encourage brides to visit each booth, we hand out passports that features all the exhibitors. The brides then need to complete the passport, by visiting each booth and gaining a signature, in order to be eligible for a prize. This program is optional.

PLEASE INCLUDE ME IN THE PASSPORT: YES NO I NEED MORE INFO



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TERMS AND CONDITIONS

1. Booth space will be rented on a first-come first-serve basis. Management will decide acceptance to maintain a good variety and a balance of healthy competition.
2. Management reserves the right to reject or prohibit the participation in a show of any Exhibitor who is objectionable, to other participants or displays, sells, promotes objectionable products, materials or merchandise that management deems not appropriate in keeping with show standards and show theme. This applies to a person, conduct, printed matter, souvenirs or novelties which may affect the overall show presentation.
3. **Exhibitors must not interfere with the business of other exhibitors** and are required to notify Big Brothers Big Sisters for approval of any change or addition to the line up of products to be sold.
4. Exhibitor selection and exhibit space allocation is solely at the discretion of Big Brothers Big Sisters which reserves the right to relocate exhibits which may be affected by a change in the floor plan or in the interest of optimum traffic control and exhibit exposure. Big Brothers Big Sisters, its employees, or representatives cannot be held liable if exhibitors in competition with one another are placed in proximity.
5. The exhibitor shall not assign, sublet or apportion all or part of the rights and space granted to them pursuant to this contract without written permission from Big Brothers Big Sisters.
6. The exhibitor shall comply with all rules and regulations respecting the conduct and management of the show including any and all city and provincial fire and hydro regulations; public facility regulations; federal, provincial and municipal laws which apply to the exhibitor's use of the facilities for the show.
7. Incomplete applications will be returned before consideration is given for acceptance.
8. No refunds on cheques once they have been cashed except in exceptional circumstances as determined by Big Brothers Big Sisters.
9. The exhibitor shall pay a \$35.00 service charge for each and every cheque returned to Big Brothers Big Sisters from the exhibitor's bank, trust company, credit union, or other financial institution, whatever the reason.
10. Exhibitors must remain for the full duration of the show. Exhibitors must not tear down, pack away or remove any part of their display until after closing time.
11. If for any reason the Show cannot be held due to the unavailability of the facility rented and/or is beyond the control of Big Brothers Big Sisters, any monies collected by Big Brothers Big Sisters for that specific event will be refunded less administration costs.
12. **FAILURE TO ATTEND.** Exhibitors must notify Big Brothers Big Sisters in advance if they are unable to attend the show. Failure to do so may result in forfeiture of any or all future shows without refund.
13. **SECURITY.** Big Brothers Big Sisters will undertake to ensure reasonable security for booths and merchandise during closing hours of the show, but will not be liable for loss or damage due to fire, flood, theft, act of God or anything beyond the control of Big Brothers Big Sisters, its agents, employees or representatives. Security will NOT be provided during move in, move out or during open hours of the show.
14. Big Brothers Big Sisters, its agents, employees or representatives thereof are not liable for damages, inconvenience, presumed loss of sales or exposure resulting from presumed misrepresentation of the show, its size, scope, activities, personalities, exhibitors taking part, attendance, size or location of facility, amenities, hours of operation, reasonable access to the physically disadvantaged, public admission fees in any and all correspondence, advertising materials and conversations. Big Brothers Big Sisters will undertake to promote the show to the best of its ability in a media campaign that could include where possible, Newspaper, Magazine, Radio, Television, Pamphlets, Outdoor Signage, Notices in Tourist Information Brochures, etc.
15. Merchandise is to be professionally presented. Fixtures and signage should be professionally prepared to enhance your booth.
16. **Table cloths and/or skirts, backdrops or any other décor items are the responsibility of each Exhibitor.**
17. The Exhibitor shall set up the booth(s) within the time specified on the Application Form and Exhibitor Package. Exhibitors must be at their booths 20 minutes before show time. Booths must not be left unattended. If Exhibitor's booth is covered and the exhibitor is not at their respective booth(s) when the show opens, Big Brothers Big Sisters will have the right to uncover the exhibitor's booth without incurring liability of any kind.
18. **EXTENSION CORDS are the responsibility of each Exhibitor** to access to power. Heavy duty tape is required to be used on any cords crossing public pathways to safeguard against accidents. A rubber trim matting is also advisable. Electrical access cannot be guaranteed for all exhibitors. **You must request ahead of time that your booth requires electricity and Big Brothers Big Sisters will do their best to accommodate you.**
19. Posting, distributing or dissemination of advertising materials not pertaining to events hosted by Big Brothers Big Sisters is not permitted. This includes apparel advertising other events.
20. Big Brothers Big Sisters shall have the right to terminate the exhibitor's lease at any time, if in their opinion, the exhibitor is displaying or selling products not representative of the type or caliber for which the exhibitor was selected and/or displaying, selling or promoting products other than was specified by the exhibitor on the Application Form.