



2020 Stirling-Rawdon Home & Lifestyle Expo
EXHIBITOR APPLICATION
 Stirling & District Recreation Centre – 435 West Front St., Stirling
April 24th • 6pm – 8pm & April 25th • 9am – 4pm



Please return this application to:

Township of Stirling-Rawdon at 2529 Stirling-Marmorra Rd, P.O. Box 40, Stirling, ON, K0K 3E0

PLEASE PRINT CLEARLY			
Company Name:			
Contact Name:		Email:	
Telephone:	Cell:	Fax:	
	FEES	TOTAL NUMBER	TOTAL FEES
Regular Booth 10x10	<input type="checkbox"/> Stirling-Rawdon Business \$100 <input type="checkbox"/> Outside Stirling-Rawdon \$150		
Corner Booth 10x15 (limited spaces will be notified if available when selected)	<input type="checkbox"/> Stirling-Rawdon Business \$125 <input type="checkbox"/> Outside Stirling-Rawdon \$175		
Limited outdoor space available. Are you interested in an outdoor location? <input type="checkbox"/> Yes <input type="checkbox"/> No (regular booth pricing applies)			
Electricity- no charge <i>*First come basis outside perimeter</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No		
Gold Sponsor (includes one corner booth) (available until Feb 28)	\$500		
Silver Sponsor (includes one regular booth) (available until Feb 28)	\$250		
Tables – 6ft	1 at no charge		
Chairs	2 at no charge		
		TOTAL FEES	

Insurance certificate due April 10th 2020

Payment can be made by cheque (**payable to Township of Stirling-Rawdon**)
 If paying at the municipal office, debit is available.

For more information please call Michelle at 613•395•3380
Or email receptionist@stirling-rawdon.com

By signing below, I have read and agree to the terms and conditions set forth on the pages of this application.

Authorized Signature: _____ Date: _____

Printed Name: _____ Please **initial 2nd page of contract**



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Terms & Conditions of Exhibit Space Agreement

Display/Setup & Removal

- A) The exhibitor agrees to occupy contracted exhibit space during the term of the show. Unless written approval is received from the Township of Stirling-Rawdon, **the maximum number of booths rented per business is three (3)** with the Township reserving the right to reduce requested booth space should they see fit for the benefit of the show. Booths may not be sublet.
- B) **All exhibitors are encouraged to provide a floor covering for their booth space that is secured at all points.**
- C) The Township of Stirling-Rawdon reserves the right to determine the eligibility and location of the exhibitors and exhibits, the ability to reject or remove exhibitors or exhibits*, and right to relocate exhibitors and exhibits when, in the show management's opinion, such moves are necessary to maintain the character and/or good order of the show. ***this includes, but is not limited to: persons, conduct, printed matter, souvenirs, or novelties which may affect the Show**
- D) Displays must not protrude beyond the measured booth dimensions
- E) If a 110-power outlet has been requested for an exhibitor booth then it is the responsibility of that exhibitor to ensure their booth does not exceed available power.
- F) **The arena will be open on Thursday April 23rd from 9am – 6pm & Friday April 24th from 9am – 5pm for setup.** All exhibits must in place by 530pm on Friday April 24th, the day of the Show. Failure to comply will result in a charge of \$25 per booth. Contact Richard Dean, Arena Manager for further details 613-395-5000.
- G) The exhibitor agrees to remove their exhibit, stock, and equipment from the show buildings by 4pm on Monday April 27th, 2020. Failure to comply will result in a charge of \$50 per booth. Contact Richard Dean, Arena Manager, for further details 613-395-5000.
- The exhibitor agrees that no displays may be dismantled or goods removed during the entire run of the Show and must stay intact and present until the 4pm closing of the Show on the final day.**

Insurance & Safety

Exhibitors must provide a current Certificate of Insurance at their own expense, prior to setup of exhibit. **The policy must list both the Township of Stirling-Rawdon as well as the Stirling-Rawdon and District Recreation Centre as additional insured and must cover the dates of the event. Insurance certificate must be received by April 10th 2020.**

The exhibitor accepts all risks associated with the use of exhibit space. The exhibitor shall not make any claim or take any legal action, whatsoever, against the Township of Stirling-Rawdon, show sponsors, other exhibitors, the owner of the buildings and their respective agents; servants and employees, and members of the public attending the Show.

Exhibitor's Property

All exhibitors' property brought to the Show shall be at the sole risk of the exhibitor. The Township of Stirling-Rawdon accepts no responsibility for any damages thereto. The exhibitor shall assume all responsibility for any loss or damage to their property however caused. The Township of Stirling-Rawdon will undertake measures to ensure reasonable security for exhibits and merchandise during the closing hours of the Show but will not be held liable for loss or damage due to but not restricted to: fire, flood, theft, Act of God, or anything beyond the control of the Township of Stirling-Rawdon.

Cancellation or Interruption of Use of Premises

- A) The Township of Stirling-Rawdon reserves the right, exercisable in its sole discretion, to change the date or dates upon which the Show is to be held and is not liable for damages or otherwise by reason of such changes. In the event the Show is cancelled because reasons beyond the control of the Township of Stirling-Rawdon, booth rental fees will be returned to exhibitors.
- B) Should the premises in which the Show is being conducted become unavailable for occupancy for cause or causes not within the control of the Township of Stirling-Rawdon they will not be held responsible for any claims or damages which might arise in consequence therefore. The cause or causes listed will include, but not be limited to such items as: casualty, explosion, fire, lightning, flood, weather, epidemic, earthquake, acts of public enemies, riots or civil disturbances, strike, lockout, boycott or other Acts of God.

Termination of Show Contract/ NSF Cheques

This contract may only be cancelled or forfeited if written notice is received by the Township of Stirling-Rawdon.

- A) **After April 1st – No refunds**
- B) Prior to April 1st – any refund given will be minus the 50 % non-refundable deposit paid prior to January 13th, 2020
- C) In the event that an exhibitor's cheque is returned by the bank due to insufficient funds a \$25 administration fee will be charged to the exhibitor

Acceptance of Rules

The exhibitor agrees to abide by all terms and conditions and adapt to any term or condition change deemed necessary prior to, during, and after the Show. The exhibitor agrees that this agreement represents the only contract or representation, written or verbal, for show spaces and that no other guarantee or warranties are implied.

INITIAL: _____