

EXHIBITOR APPLICATION PACKAGE

41ST ANNUAL

STEP INTO SPRING TRADESHOW

KINETIC PARK, SWIFT CURRENT SK

✧ ✨ **March 10 & 11, 2023** ✨ ✧

HOME IMPROVEMENT, DECOR IDEAS, FOOD & BEVERAGE,
ARTISANS, GARDENING, TRAVEL, SERVICES, JEWELRY, AND MORE!



MARCH 10
**sip &
shop**
5 TO 9PM

STROLL THROUGH THE TRADESHOW
AND ENJOY SAMPLES OF LOCALLY
MADE WINE, BEER, AND SPIRITS

TRADESHOW
hours

Fri 5 TO 9PM
NO MINORS ALLOWED

Sat 10AM TO 5PM
ALL AGES WELCOME!

ALCOHOL SAMPLES ALSO AVAILABLE
FOR 19+ SATURDAY FROM 1 TO 5PM
IN DESIGNATED AREA ONLY

workshops

WILDFLOWER FLORIST
PAINTED BRUSH CREATIONS
+ MORE TO BE ANNOUNCED!



FOR MORE INFORMATION
VISIT SWIFTCURRENTEX.COM
f KINETIC PARK @ SCAGEX

GENERAL INFORMATION – PLEASE READ

EXHIBIT SPACE

Exhibit space is available in the following allotments:

10 ft x 10 ft = \$275.00
10 ft x 20 ft = \$500.00
10 ft x 30 ft = \$750.00
10 ft x 40 ft = \$950.00

***Additional charge of \$50.00 for corner booths.**

Because of the high demand for display space, please fill out your application form and send it back as soon as possible. Application will be reviewed. Approval of applications will be done by February 1, 2023. The committee will be solely responsible for assigning booth space to exhibitors.

DEPOSITS

A 50% deposit is required by February 1, 2023, for a space assignment and guarantee. Balance of fee is due and payable prior to move-in. Exhibitors will not receive a refund of deposit if the exhibitor is cancelled after February 15, 2023.

Final payment due by March 1, 2023

PAYMENTS

Note: Applications for booth space will be accepted right away. All payments will be processed in February 2023, following final approval.

RIGHT OF REFUSAL

The Swift Current Agricultural & Exhibition Association reserves the right to refuse rental space to anyone.

ADVERTISING & PROMOTION

An extensive advertising campaign will be undertaken and should guarantee a large audience.

EXHIBITOR PASSES

Please register at the show's office in the Stockade Lobby prior to moving in, to receive your passes. Each exhibitor will receive 2 passes per 10 ft of frontage. Additional passes will be available for \$5.00 for workers or customers.

DISPLAY SERVICES

Each booth includes grey and blue drapes. 8' tables can be rented at a price of \$20.00 + GST each for the duration of the show. Electricity will be provided at no charge (one 15amp dedicated circuit per booth) if required. Exhibitors are **responsible for their own electrical paraphernalia (this includes extension cords)**.

DISPLAY TIMES

Displays must be ready by 4:00pm March 10 and may not be removed before 5:00pm March 11.

****The large service door closes at noon.****

Move-In Hours

March 9: 4:00pm - 9:00pm
March 10: 7:30am - 3:00pm

Move-Out Hours

March 11: 5:00pm - 7:00pm
March 12: 7:30am - 10:00am

Show Times:

March 10: 5:00pm – 9:00pm
March 11: 10:00am – 5:00pm

NO VEHICLES ARE ALLOWED IN THE BUILDING AT ANY TIME

RACKS & DISPLAY SHELVES

All racks and display shelves must not exceed 3ft on the sides. The exhibitor is required to exercise care so that the displays do not unduly obstruct visibility of adjacent booths, as per the good neighbour policy.

SECURITY

Security is provided after show hours; however, it is suggested that exhibitors use their own discretion in packing away valuables.

FOOD CONCESSION

Food concession will be open daily. Complimentary coffee will be available to exhibitors in the Stockade Office

INSURANCE & LIABILITY

All exhibitors must carry liability insurance coverage. A copy of the insurance policy must accompany the privilege contract and/or application for exhibiting.

EXHIBITOR PARKING

Exhibitor parking is located on the WEST side of the Stockade. The parking lot is for patron parking only.

DOOR PRIZE DRAWS

Door prize draws are welcome, but they must be advertised at the booth and be in plain view, if applicable. Draws for prizes may be made prior to closing time on the final day of the show. Prizes that are not picked up by the winner may be left in the care of the trade show representative.

SELLING & DEMONSTRATIONS

Direct selling of goods is permissible. We remind you that only the **products applied for and shown on your contract may be sold or displayed in your exhibit**. We only accept one representative from each direct marketing business

FOOD & BEVERAGE GUIDELINES

TEMPORARY FOOD VENDOR

Exhibitors sampling food or beverages must submit a completed Temporary Food Vendor Form with this application.

LIQUOR PERMIT

The show will be licensed for alcohol for the following hours ONLY, as per SLGA guidelines:

March 10: 5:00 pm to 9:00 pm

March 11: 1:00 pm to 5:00 pm

Alcohol sampling outside of these hours is strictly prohibited. Promotional signage may be displayed outside of licensed hours, however alcohol must be out of view until after 1pm.

ALCOHOL SAMPLES

As per SLGA guidelines, the maximum beverage alcohol serving sizes are as follows:

- Spirits: one-half ounce or 14.25 milliliters
- Wine: two ounces or 57 milliliters
- Beer or Coolers: four ounces or 114 milliliters

Samples must be in single-use disposable cups – **NO GLASS**

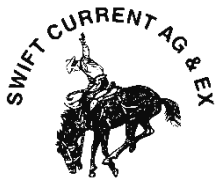
TOKENS

Tokens will be sold by the Swift Current Ag & Ex to be exchanged for food and alcohol samples from exhibitors. Exhibitor tokens can be exchanged by exhibitors for cash at the end of each day at the Tradeshow Office. Customers will not be refunded for unused tokens.

Exhibitors may price their samples at their discretion (ie: 1 token per sample). Please provide a menu of samples and prices prior to March 1, 2023, so that we may accurately advertise.

RESTRICTED AREA

Alcohol sales and samples may only be permitted in a designated restricted area. Minors will be prohibited from this area for the duration of the show. On March 10 minors will be prohibited from the entire show so that alcohol samples may be taken out of the restricted area.



STEP INTO SPRING APPLICATION 2023

**** Please read this form carefully, and type or clearly print all information ****

Booths will be placed based on type of product. Please select the category(ies) which best describe your business:

- | | | |
|---|--|---|
| <input type="checkbox"/> Alcohol Samples | <input type="checkbox"/> Food & Beverage | <input type="checkbox"/> Home & Renovations |
| <input type="checkbox"/> Artisan Goods & Handcrafts | <input type="checkbox"/> Gadgets | <input type="checkbox"/> Tourism |
| <input type="checkbox"/> Children's Items | <input type="checkbox"/> Gardening or Greenhouse | <input type="checkbox"/> Travel & Leisure |
| <input type="checkbox"/> Clothing & Jewelry | <input type="checkbox"/> Health & Wellness | <input type="checkbox"/> Other: _____ |

Booth Size: _____ **Corner Booth:** Yes No **Power:** Yes No _____ amps

Exhibit Name: _____ **Contact:** _____

Mailing Address: _____ **Postal Code:** _____

Phone (h): _____ **Phone (c):** _____ **Fax:** _____

Email: _____

Website/Facebook: _____

Type of product(s) displayed/demonstrations (Please be specific, only listed products may be sold or displayed at your exhibit):

We hereby make application for exhibit space at "Step into Spring 2023" March 10 & 11, 2023. We fully understand and agree to the rules and regulations set out in this brochure. **We fully understand that this is an application only, final approval of this application rests with the Assoc.**

Signature: _____ **Date:** _____

Exhibit Space: 10 ft x _____ ft frontage = _____

Corner Booth Charge, Additional \$50.00 = _____

Number of Tables Required _____
@ \$20.00 each (for all 3 days) = _____

Additional Passes _____
@ \$5.00 each = _____

Subtotal = _____

GST (5%) = _____

TOTAL = _____

Method of Payment

Cheque:

OR

E-transfer:

OR

VISA / MC: _____

Exp. Date: _____ / _____

Amt. Encl.: \$ _____

Rec #: _____

Rec #: _____

Payable to Swift Current Ag & Ex

swiftcurrentex@gmail.com

Password: kinetic

*Please send after January 1, 2023

Please complete and return this page to: Swift Current Ag & Ex, Box 146, Swift Current SK S9H 3V5

Email: kineticpark@swiftcurrent.ca Fax: 306-773-7015