

Food & Liquor Vendor Package



SOUTHWEST sip & shop

MARCH 8, 2024



KINETIC PARK, SWIFT CURRENT SK

Take a leisurely walk through the trade show and indulge in tasty eats, wine, beer, and spirit samples!

TRADESHOW
hours

5PM TO 11PM

ADMISSION: \$10

19+
EVENT



ENJOY LIVE
ENTERTAINMENT
SPONSORED BY:

RE/MAX
OF SWIFT CURRENT



sip. shop. savour.



KINETIC PARK



SCAGEX



306-773-2944

WWW.SWIFTCURRENTEX.COM



2024 FOOD AND BEVERAGE SPACE RENTAL APPLICATION

Rental Fees:

Exhibit space is available in the following allotments:

10 ft x 10 ft = \$105.00

10 ft x 20 ft = \$157.50

10 ft x 30 ft = \$236.25

10 ft x 40 ft = \$315.00

Payment can be made by E-Transfer to kineticpark@swiftcurrent.ca or by credit card.

BOOTH REGULATIONS/GUIDELINES

RULES AND REGULATIONS

ALL exhibitors must comply with the rules and regulations. The Sip & Shop committee may add or adjust these rules and regulations as necessary to ensure the safety and security of the event, its property and all exhibitors, staff and guests associated with the event and the venue. Swift Current Ag & Ex is not liable for any damages or losses incurred as a result of participation with the Sip & Shop Show

PAYMENTS

Full payment for exhibit space must be made prior to move in. Sip & Shop committee reserves the right to refuse entry to any of the exhibitors whose accounts have not been made in full.

Applications for booth space will be accepted right away. 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, 2024. All payments will be processed in February 2024, following final approval. The committee will be solely responsible for assigning booth space to exhibitors.

DEPOSITS

A 50% deposit is required by February 1, 2024, 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 8, 2024.

Final payment due by March 1, 2024

SOLICITATION

Distribution of samples, promotional materials and soliciting of business must be within the exhibitor's booth space. Such activities will not be permitted in the aisles, lobby, or other exhibit spaces. Any unauthorized solicitation or distribution in the aisles or common areas will be subject to a fine.

THEFT PREVENTION

It is recommended that exhibitors remove all articles of value from their booth. Swift Current Ag & Ex will take all reasonable security measures; however, removal of items will minimize the possibility of loss.

SECURITY

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

DISPLAY SERVICES

Each booth includes grey and blue drapes. 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)**.

BOOTH INCLUSIONS

The following services are provided:

- Building security and use of shared secure storage upon request
- Garbage & Recycling Receptacles
- Labeled Token Container

CARE OF RENTED SPACE

Exhibitors must ensure space rented for their booth remains in good condition. Any fastening done in the building must not deface the floors, pillars, or walls. Exhibitors will be charged for repairs or cleaning if these rules are not enforced. Furthermore, exhibitors will be entirely responsible for damages incurred to material lent or rented (drape & carpet etc.) and will have to pay for repairs or replacements.

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. Prizes that are not picked up by the winner may be left in the care of the trade show representative.

COUPON SALES

Sample Coupons are the official currency of the show. Each booth will be issued a container for coupons. Coupons will then be counted at the end of the show.

Sample Coupons will be sold by Swift Current Ag & Ex to be exchanged for food and alcohol samples from exhibitors. These coupons are sold at the event @ \$1.00 each and are redeemed at the booths. The coupon sales are split with 70% to the vendor and 30% to the Swift Current Ag & Ex. Cheque reimbursements will be issued within approximately 2 weeks.

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, 2024, so that we may accurately advertise.

NOTE: ALL EXHIBITORS MUST ACCEPT SAMPLE COUPONS. NO CASH SALES

TEMPORARY LIQUOR VENDOR

LIQUOR PERMIT

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

March 8: 5:00pm to 10:30pm

Service will begin no earlier than 5:00 pm.

Coupon sales will cease at 10:30 am. Last beverage poured at 10:45 am.

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 10:45pm

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

GENERAL LOGISTICS

INDOOR COOKING

Cooking equipment that produces smoke or grease laden vapors are not permitted. Vendors must prepare and cook food offsite in a licensed approved public eating establishment and transported to the venue. At least one person in the booth must have and provide a copy of their food safe handling certification.

Hand washing stations will be available throughout the building.

Food and Liquor Vendors must submit their menu no later than February 15, 2024, to allow for Public Health Approval. No Exceptions

LIQUOR

All liquor orders must be submitted by February 15, 2024. For your convenience liquor can be purchased through Urban Cellars we will submit your liquor orders to Urban Cellars. Liquor orders that are paid in full by noon on Friday March 8th, 2024, will be delivered to the Stockade by Urban Cellars & the Sip & Shop committee.

MOVE IN	SHOW DATES & TIMES	MOVE OUT
Friday March 8, 2024 9:00 am to 4:00 pm	Friday March 8, 2024 5:00 pm to 11:00 pm	Friday March 8, 2024, 11:00PM – 1:00AM Saturday March 9, 2024 8:00AM – 10:00AM

MOVE IN RULES

The exhibitors may NOT begin to move in until the full rental amount has been paid.

Move in is between 9AM and 4:00 pm on Friday March 8, 2024. Move in must be completed and booths fully stocked by 4 pm. Doors will open at 4:45 pm

We encourage you to decorate your booth in a spring/summertime theme.

MOVE OUT RULES

Exhibitors are not permitted to dismantle booths prior to the official show closing.

All products and displays must be removed from the venue at the conclusion of the show.

STAFFING REQUIREMENTS

All staff must be 19 years of age or older.

Exhibitors must have staff in their booth at all times during the show hours and for half an hour prior to show open and past show close. It is recommended that at least one staff member stay until all visitors have left the building. Swift Current Ag & Ex does not assume any responsibility for losses. Staff must always carry valid ID.

All paid staff are required to have the proper certification for serving alcohol.

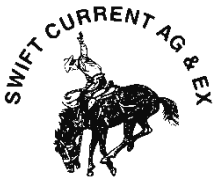
EXHIBITOR BADGES

All exhibitor badges are to be picked up during move in only. Exhibitors must have an exhibitor badge to enter the show. Badge passing will not be tolerated. At each entry and exit point you may be required to show identification that corresponds with your badge. Your badge will be confiscated without valid ID.

Two exhibitor badges will be provided per booth. Additional badges can be arranged by contacting the committee.

REFUSAL OF ENTRY

Swift current Ag & Ex reserves the right to refuse admission to the show building to any visitor, exhibitor, and exhibitors' employee who, in the opinion of the Swift Current Ag & Ex, is unfit, intoxicated or in any way creating a disruption to the show.



Southwest Sip & Shop 2024

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

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

Alcohol Samples Food & Beverage

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

Exhibit Name: _____ **Contact:** _____

Mailing Address: _____

City/Town: _____ **Prov:** _____ **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 an application for exhibit space at "Southwest Sip & Shop" March 8, 2024. 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 = _____	Method of Payment
Number of extra Tables Required _____ @ \$21.00 each = _____	OR E-transfer: <input type="checkbox"/>
Additional Passes _____ @ \$7.00 each = _____	OR VISA / MC: _____
Total = _____	Exp. Date: ____ / ____
	Amt. Encl.: \$ _____
	Rec #: _____
	Rec #: _____

kineitcpark@swiftcurrent.ca
Password: sipandshop
*Please send payment after Jan 1, 2024

**Please complete and return this page to: Swift Current Ag & Ex, Box 146, Swift Current SK S9H 3V5
Email: swiftcurrentex@gmail.com**