

9th Annual Christmas Gift Show
THE ONE STOP SHOP EVENT
Sunday, October 22, 2017
Belle Petroleum Conference & Business Centre

Set up times: 8:30am- 10:30am Show Doors Open: 11:00 am – 5:00 pm Tear-down: 5:05pm- 6:00pm
VENDOR INFORMATION & BOOKING GUIDE:

Book before May 31, 2017 for \$80 plus GST or After June 1, 2017 will be \$99.00 plus gst.

Business: _____ Contact: _____ Email: _____

Phone: _____ Fax: _____ Address: _____ Town: _____ PC: _____

Product: _____ Slogan: _____

PAYMENT INFORMATION: Payment may be made by Cheque or cash or online at www.bpcentre.ca for Visa, Mastercard or Amex all payable to Belle Marketing Agency Corp. 9403 94 Street, Peace River, AB T8S 1J2. Phone 780-624-8318, or etransfer to events@bpcentre.ca. **THE TABLE IS NOT CONFIRMED UNTIL FULL PAYMENT IS RECEIVED. ONLY ONE VENDOR AND PRODUCT PER TABLE. ONLY ONE VENDOR WILL BE ACCEPTED PER PRODUCT IE EPICURE, ETC. FIRST PAID FIRST CONFIRMED....NO EXCEPTIONS**

CREDIT CARD PAYMENTS: (please print clearly). I would like to book a table for the Christmas Gift Show 2017. Please process \$80 plus gst (\$84) on to my Visa or MCRD or etransfer payment to events@bpcentre.ca (Book before May 31, 2017 for \$80 plus GST After June 1, 2017 the cost will be \$99.00 (\$103.95) plus gst.

Card Number: _____ Exp Date: _____ Security Code: _____ 3 digit

Card Holder Name: _____ Signature: _____

-
- Please note only one company name per table per registration form, any unregistered and unpaid vendors will be ask to leave the show immediately with no refunds.
 - Every table with a different company name will be subject to the full registration fee.
 - Bookings and confirmations are on a first come first paid basis, no exceptions please.*
 - Due to restriction health regulations food samples are not recommended. Exhibitors are responsible to get the proper documentations completed with the health dept. Please call 780-624-7500 and inquire what you will need for this show.
 - **Your table space is limited to the 10 ft area you have rented (tables and space around it). If you want more space - rent two spaces as space is limited.**

FINE PRINT: To book a table, the exhibitor must submit both payment and a signed registration form. Any cancellation of space must be done in writing and received at the Belle Petroleum Centre by August 1, 2017. In the event a registration cancellation is received by the BPC office prior to this day, the exhibitor will be refunded 50% with \$40plus GST retained for administration penalty. The BPCBC reserves the right to re-rent the space involved. All equipment and goods of any kind brought on the premises by the Exhibitor before, during or after the BPC event shall be at the Exhibitor's own risk absolutely. The show management, facility management, and their employees or agents shall be protected and indemnified from all actions and claims made by or on account of loss or damage to property or injury or death resulting from the event of the occupancy of space allotted in this agreement. This is a first come first booked event; if you are local supplier please get your registration in early so not to be disappointed that you company is represented by another dealer that paid first. Please note that the BPC has the right to refuse duplication of businesses and or vendors, without notice.

Additional Needs: May apply for special requests; requests are on a first come basis.

- Do you need power (110 of 220) *limited power
- Do you need wall space (reserved for people with displays and needing power please)
- One Chair 2 Chairs
- Additional lunches \$15.00 each (1 light lunch per table will be provided) # of extra _____

Parking: All vendors must be unloaded by 10am and vehicles moved to the street or south side of the facility to room for your paying customers.

Giveaways: Please provide samples or coupons to the Show Management by September 30, 2017. Give away bags will be given to the first 100 people that attend the show. Samples from your business with a business card and/or coupons. i.e. 10% off during the show.

Payment: This form and payment must be received by the Belle Petroleum Centre to hold your table.

Early Teardown: Will be subject to a \$50 charge and will not be invited back to the show in 2018.