



The Bulkley Valley Exhibition

PO Box 2271, Smithers, BC V0J 2N0 • Ph. (250) 847-3816 • Fax (250) 847-3825 • bvfair@telus.net

Friday, March 18, 2011

Welcome Commercial Exhibitors

The Bulkley Valley Exhibition 2011 preparation is underway. August 25th, 26th, 27th & 28th will be the dates for this year's fair. If you are a returning exhibitor you will be given preference to book the same booth as last year. We will hold your booth until May 15 at which time we will allocate any un-booked booths to new exhibitors. So book your booth soon.

Our theme this year is "Something to Crow About". Just as the Rooster is proud we too are proud of the exhibition as we celebrate 92 years of agriculture and family fun in the valley. Now that's "Something to Crow About!"

This event gives your company great exposure and marketing potential with access to over 20,000 Fall Fair participants coming through the gates. The halls, mall and ground areas will be open on Thursday for the industrial exhibitors to promote their products.

This year we will **not** be mailing out your exhibitor packages, with passes etc prior to the Fair. We will be handing out your package at our main office on Wednesday August 24 and Thursday August 25, 2011. Please note the set up times in the package.

Attached is an exhibitor's information and contract package. **Please read over carefully.** Should you require any assistance or further information, please contact me at (250) 847-3816.

See you at the Fair!

Yours truly,

Cindy

Cindy Savage
Coordinator

Enclosures



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GENERAL INFORMATION, POLICIES & RULES FOR EXHIBITORS

DATES & HOURS OF EXHIBITION:

Thursday, August 25 th	1:00 p.m. to 9:00 p.m.
Friday, August 26 th	10:00 a.m. to 9:00 p.m.
Saturday, August 27 th	10:00 a.m. to 9:00 p.m.
Sunday, August 28 th	10:00 a.m. to 4:00 p.m.

THEME: "Something to Crow About"

An award will be presented to the best-decorated booth using our theme. Form must be returned to the office prior to opening of the Fair -Thursday 1:00 pm. (Included in package)

REFUNDS OR CANCELLATIONS:

Payment in full is due with your signed agreement. Deposits will not be accepted. Returned agreements without payment will not be considered as reserved and the booth space will be sold to another exhibitor.

***Cancellations received by July 8, 2011 will receive an 80% refund.

***Cancellations received after July 8, 2011 and before August 12, 2011 will receive a 50% refund only if the space is resold. No refunds will be given to "no-shows" for any reason. If you know that you are going to be arriving late because of out of town travelling, please notify the office to make special arrangements.

ALLOCATION OF SPACE:

All exhibitors from 2010 will have until May 15, 2011 to confirm their attendance. Confirmation must include a signed agreement with full payment. They will be given preference to the same commercial space they had last year or a different location and/or additional square footage may be requested if needed and available. After May 15, 2011 all remaining commercial spaces will be sold on a first come basis. Written confirmations are sent out by the office after that date.

REGISTRATION:

Please ensure that all member/workers of your booth have purchased gate passes for admission to the grounds. Only 2 Adult 4-Day passes are included with your package.

EXHIBITOR'S SET- UP DAY:

Wednesday, August 24th

Mall exhibitors from 8:00 a.m. until 9:00 p.m.

Johnstone and Davidson hall exhibitors from 8:00 am – 6:30 pm.

This is to accommodate the judging of our hall contests. If this is not possible, please contact the office to make special arrangements.

Thursday August 25^h

7:00 a.m. until 12:30 p.m. NOTE * * _ On Thursday your vehicle must be removed before 10 am from the grounds.

SECURITY:

The enclosed Fairground area is patrolled day and night by our security team. The Halls and Mall are locked at 9:00 p.m. and the Mall has a silent Tolsec alarm system.

BOOTH EQUIPMENT:

In the Halls the booth walls and tables will be draped. One table, two chairs and one duplex outlet will be provided. **Mall booths will have one power duplex outlet only.**

Ground spaces DO NOT include any power.

PLEASE NOTE: *Should you require power, please do not choose ground space. *****

DISMANTLING:

All Commercial Exhibitors **must have their booth MANNED for the FULL 4 DAYS** of the Exhibition. **NO DISPLAY SHALL BE DISMANTLED PRIOR TO 4:00 P.M. ON SUNDAY, AUGUST 28th. IF YOU DO NOT FULFILL THE TERMS OF THIS AGREEMENT, YOU WILL NOT BE OFFERED A AGREEMENT NEXT YEAR.** All exhibit material **must be removed from the Fairground by 4:00 p.m. on Monday Aug 29th**. The Bulkley Valley Exhibition is not responsible for any materials left by an Exhibitor after the Fair is closed.

TRANSIT PASS:

One transit pass (included in the price) is provided with your Commercial package for your booth to share. **This will allow you to transport merchandise with your vehicle before and after Fair hours. This vehicle must then be parked in the lot outside the gate and the transit pass will take the place of a daily parking ticket. We reserve the right to tow any vehicle we feel is improperly parked. Driving speed on the grounds is 15 km.**

****THERE WILL BE NO MOVING VEHICLES ON THE FAIR GROUNDS BETWEEN THE HOURS OF 10:00 A.M. AND 6:00 P.M. ON THURSDAY, FRIDAY & SATURDAY AND BETWEEN 10:00 A.M. AND 4:00 P.M. ON SUNDAY. **** Monday has no restrictions in hours.

CONDUCT OF EXHIBITORS:

The rights & privileges of an exhibitor shall not be infringed upon by any other exhibitor. Interview, demonstrations, distribution of literature, etc. must be made within the parameters of the exhibit booth. Canvassing, solicitation of business, use of advertising material & distribution of circulars, catalogues &/or other advertising material for firms that are not exhibitors is prohibited.

The Bulkley Valley Exhibition has the right to decline or prohibit any exhibit or portion thereof that in our opinion is not proper or in keeping with the character of the Exhibition. It may restrict exhibits that, because of noise, acts, costumes, gimmicks, method of operation &/or materials for any reason become objectionable. It may prohibit or evict any exhibit that may detract from the general character of the Exhibition as a whole. This provision applies to persons, things, conduct, printed matter or anything else of a character that is determined to be objectionable to the Exhibition. In the event of such restriction or eviction, the Exhibition is not liable for any refunds, rentals, and/or other exhibit expenses incurred.

GENERAL:

The Exhibition has the right to re-arrange the floor plan and/or relocate any exhibit.

Exhibitors may use only their allotted area for display and may not at any time have **displays or signs outside the limits of their booths.**

Any building erected by a renter or exhibitor must be removed within 10 days following the Fair. Such structures are subject to inspection by the building inspector.

While the Bulkley Valley Agricultural and Industrial Association (aka the Exhibition) will take all reasonable precautions to ensure the safety of the exhibits, any machinery in motion or other exhibits liable to cause accident, injury, and/or damage to property or persons coming into contact with them shall be the Exhibitor's responsibility. The Exhibition shall not be responsible for any loss or damage to any such display and the Exhibitor agrees to indemnify and save harmless the Exhibition for and against any claims made as a result of injury to persons or property caused directly or indirectly from or arising out of such displays. The Exhibitor shall provide adequate supervision so as to prevent loss, damage and/or injury to persons or property on the Exhibition premises.

THE BULKLEY VALLEY AGRICULTURAL AND INDUSTRIAL ASSOCIATION HAS THE RIGHT TO ENFORCE ANY AND ALL PORTIONS OF THESE POLICIES.

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Vendor Application and Agreement
EARLY BIRD DISCOUNT APRIL 15, 2011

Company Name: _____

Contact Name: _____ Title: _____

Mailing Address: _____ City: _____ Prov. _____

PC: _____ Phone: _____ Fax: _____

Email: _____ Website: _____

Please indicate type of booth:

____ Commercial ____ Industrial ____ Farm

Please list products for sale or display:

Booth Preferences (see map): 1. _____ 2. _____ 3. _____

Vendor Pass Order:

1. Extra passes can be ordered early and will be included in your package for any extra booth workers.
2. Each Vendor receives two (2) complimentary 4-day passes and one (1) transit pass with their package.

Vendor Complimentary Passes	_____ X N/A	= NIL
Vendorr Transit Pass	_____ XN/A	= NIL
Adult (12 & up) 4-day pass	_____ X \$25.00	= \$ _____
Child (6-12) 4-day pass	_____ X \$10.00	= \$ _____
Senior (60+) or Handicapped	_____ X \$15.00	= \$ _____
Four Day Camping pass	_____ X \$25.00	= \$ _____

Total Vendor Passes: = \$ _____ (A) carry forward to next page



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INVOICE

Johnstone Hall:		Qty:	Cost:
8' X 8' booth	\$324.50	_____	\$ _____
8' X 10' booth	\$346.50	_____	\$ _____
8" X 12' booth	\$374.00	_____	\$ _____

Davidson Hall:			
8' X 8' booth	\$324.50	_____	\$ _____
8' X 10' booth	\$346.50	_____	\$ _____
8" X 12' booth	\$374.00	_____	\$ _____

Mall:			
10' x 8' booth	\$187.00	_____	\$ _____
10' x 12' booth	\$236.50	_____	\$ _____
10' x 16' booth	\$269.50	_____	\$ _____

Grounds:			
15' x 20' booth	\$181.50	_____	\$ _____
Additional space _____ feet x 15 ft (sq. ft) X .59 =			\$ _____

Tent:			
10' x 20' additional cost	\$50.00	_____	\$ _____

Ground Site Power (limited supply) \$100.00 per plug \$ _____

Subtotal Booth Space: \$ _____

Less 10% *paid in full before April 15th: \$ _____

Subtotal: \$ _____ (B)

HST on Subtotal(12%): \$ _____ (C)

Total Vendor Passes (A): \$ _____ (A)

Grand Total: \$ _____ (A+B+C)

Office Use

Date Rec'd _____

Receipt # _____

Dated receipt mailed _____

**** NOTE NEW all packages will be available for pick up on August 24th & 25th during set up times at the Fair Office**

Please make cheques payable and mail to:
 Bulkley Valley Exhibition
 Box 2281, Smithers, BC V0J 2N0

I, the undersigned, have read and understand the regulations of this agreement for the rental space at the Bulkley Valley Exhibition to be held August 25th, 26th, 27th & 28th, 2011.

Authorized Representative: _____ **Date:** _____

Commercial - Mall

Bulkley Valley Exhibition 2011

M1 10X8	M2 10X8	M3 10X8	M4 10X8	M5 10X8	M6 10X8	M7 10X8	M8 & M9 10X 16	M10 & M11 10X 16	M12 & M13 10X 20
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⤵ FOOD VENDORS

continued below

M52 10X8	M51 10X8	M50 10X8	M49 10X8	M48 & M47 10X 16	M46 & M45 10X 16	M44 & M43 10X 16	M42 10X8	M41 10X8	M40 10X12
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M14 10X12	M15 10X12	M16 10X12	M17 10X12	M18 10X12	M19 10X12	M20 10X12	M21 10X12	M22 10X12	M23 & M24 10X 24	M25 10X12	M26 10X12
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continued from above

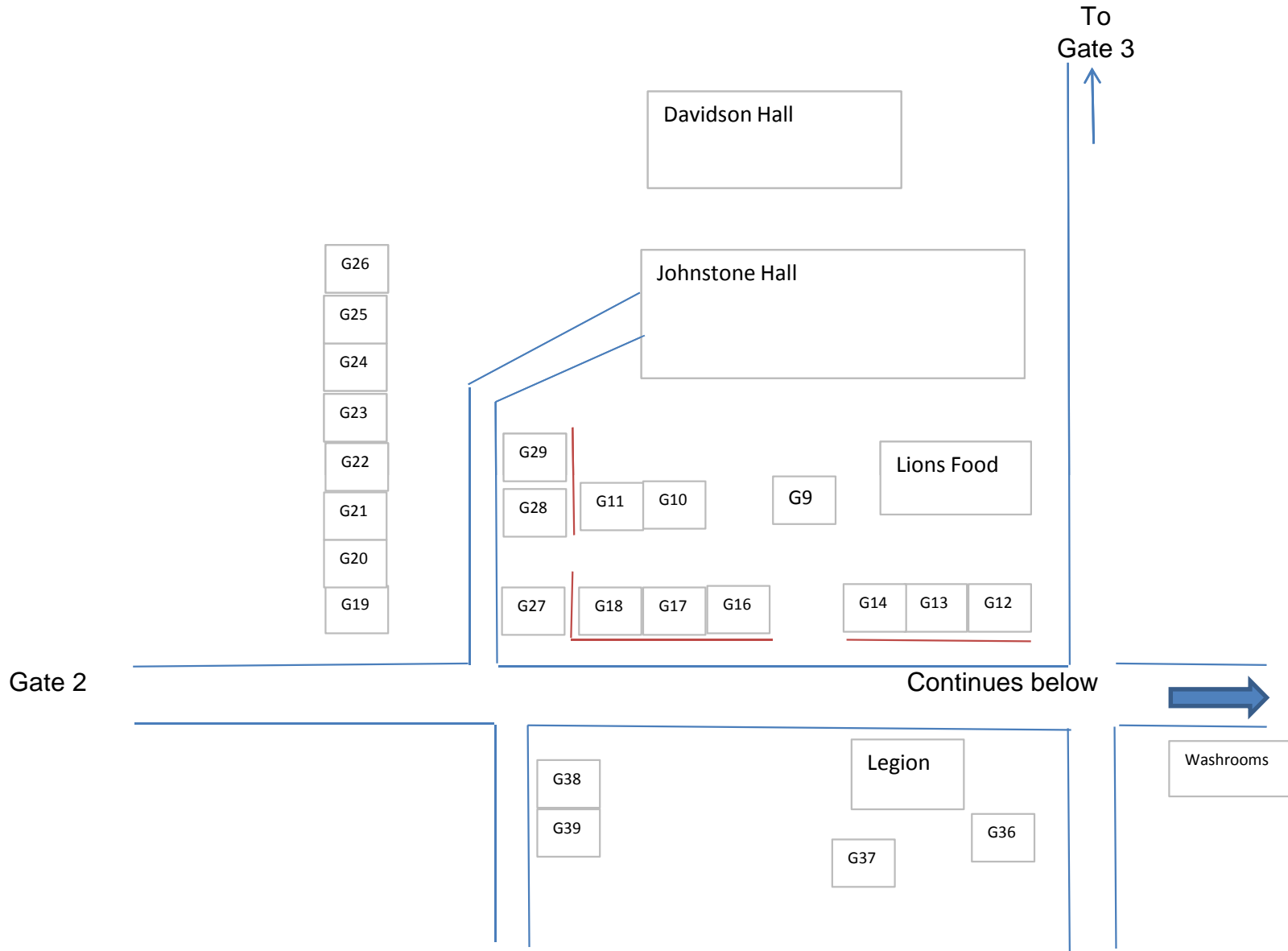
MAIN GATE ⤵

M39 10X12	M38 10X12	M37 10X12	M36 10X12	M35 & M34 10X 24	M33 10X12	M32 10X12	M31 10X12	M30 & M29 10X 24	M28 & M27 10X 24
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** Mall is one continuous structure

Commercial - Grounds

Bulkley Valley Exhibition 2011



Commercial - Grounds

Bulkley Valley Exhibition 2011

To Gate 2

← Continues above

Washrooms

MR 1	MR 2	MR 3	MR 4	MR 5	MR 6	MR 7	MR 8	MR 9	MR 10	MR 11	MR 12	MR 13	MR 14
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To Gate 4

Light Horse Commercial

