



Canada's Premier  
Outdoor Show and Expo!

April 6<sup>th</sup> and 7<sup>th</sup>, 2019  
Yorkton, Saskatchewan  
Gallagher Centre Complex



## EXHIBITOR/SPONSOR PACKAGE

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- Welcome Letter
- Registration Form
- Marketing & Sponsorship Package
- Contract

### ***Contact Information:***

#### **\*Darren Wandy-President**

**- Organizer of the Parkland Outdoor Show and Expo**

Phone: 1-306-728-4550 (Home)  
1-306-521-0429 (Cell)

#### **\*Nolan Johnson -Vice President**

**-Show Communications**

Phone: 1-306-730-9665 (Cell)

Email: [parklandoutdoorshow@hotmail.com](mailto:parklandoutdoorshow@hotmail.com)

### ***Mailing Address:***

**Parkland Outdoor Show and Expo Inc.**  
**Box 3097**  
**Melville, Saskatchewan**  
**S0A 2P0**



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## **Hello 2019 Parkland Outdoor Show and Expo Exhibitor(s)!**

2019 marks the 8<sup>th</sup> annual celebration of Canada's Premier Outdoor Show and Expo, *The Parkland Outdoor Show and Expo (POSE)*

April 5<sup>th</sup> and 6<sup>th</sup> 2019 *POSE* provides an excellent opportunity for dealers, distributors and companies to market their goods and services to thousands of outdoor enthusiasts of all ages and celebrate our outdoor traditions.

*The Parkland Outdoor Show and Expo* is a family, age, and gender friendly event! Our goal is to showcase something for everyone, whether it is the archer, muzzle or rifle hunter, the trapper, the fisherman, motorsport enthusiast or those who just love camping and hiking in the outdoors. Our goal is to accommodate all aspects of outdoor enjoyment.

The Yorkton and surrounding area boasts some of the best big game, bird, predator, fishing, and outdoor areas in the country! Yorkton has a population of approximately 28,000 residents and serves as an important trading hub for between 350,000-400,000 people. This trading area draws people from all over the province of Saskatchewan, Manitoba, Alberta and beyond. The city also has the infrastructure to host this event, including numerous hotels, restaurants, shops and entertainment.

The City of Yorkton Gallagher Centre Complex includes the Nexera Flexi Hall (26,000 sq ft), Yorkton Curling Rink (17,000 sq ft), Agri-Pavilion, and the National Bank Convention Place. In addition to the indoor facilities *POSE* also has access to lot space if you need to have or would like a live demo area. The staff of the Centre work with our *POSE* volunteers to easily convert these facilities into any outdoor enthusiast's dream. Along with excellent Trade Show displays, our Special Guests breakout sessions on our Yorkton Dodge Main Stage throughout the two day event cover topics and interests of all outdoor enthusiasts.

### **If you are a business owner, a product sales person or wanting to get your product out to the general public...don't miss this event**

*Parkland Outdoor Show and Expo Inc. (POSE)* is a **Non-Profit Organization**. The funds raised from the *Parkland Outdoor Show and Expo* weekend go toward funding youth archery, youth related activities and supporting outdoor heritage in the Province. In the past six years through this one weekend we have raised and donated just over \$100,000.00 to youth related focus groups.

Donations include multiple School NASP Program sponsorships for equipment purchases, travel & coach training, wildlife federation donations and most recently we purchased and stocked a mobile archery Trailer which can be used free of charge by schools and archery clubs for training days and archery shoots.

Our focus is on providing opportunity for youth to participate in and appreciate outdoor activities.

In addition to supporting youth archery & outdoor programs another focus of our organization is a vision to someday help fund an indoor archery shooting facility for the Parkland area.



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## Show Agenda:

### Friday, April 5<sup>th</sup>, 2019

- **Move in and Set up of Show and Expo**
  - o 9:00 am to 9:00 pm
  - o Gallagher Centre Complex
  - o Yorkton Curling Rink
  
- **“Kick Off Party”**
  - o This is a free event to Exhibitors and Speakers.
  - o Admission for the general public is \$10.00 per person.
  - o It is a great place to “meet and greet” our outdoor guests and do some networking with other vendors and potential customers.
  - o Location TBD

### Saturday April 6<sup>th</sup>, 2019

- Show and Expo
  - o Door Open to General Public at 9:00am, and Close at 5:00pm
  - o Doors open to exhibitors at 7:30am
  - o Show and Expo and Special Guest Presentations – Gallagher Centre Complex and Yorkton Curling Rink
  
- Banquet and Auction – St. Mary’s Cultural Centre
  - o **Tickets are advance only and will not be sold at the door.**
  - o If you would like Banquet tickets, contact **Penny Sandercock at 1-306-621-5403**
  - o Tickets will go on sale December 1<sup>st</sup>, 2017. We will have a number of speakers gracing the stage that night. Don’t miss their presentation as well as the banquet, live and silent auction.

### Sunday April 7<sup>th</sup>, 2019

- o Door Open to General Public at 10:00am and close at 4:00pm
- o Doors open to exhibitors at 8:00am
  
- Show and Special Guest Presentations – Gallagher Centre Complex and Yorkton Curling Rink

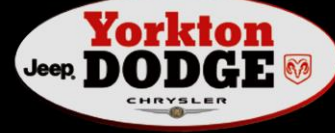


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### *Booth Options:*

1. **10'x10' Booth:** \$600.00 each plus 5% GST and 6% PST.
    - Each additional booth space rental \$400.00 plus 5% GST and 6% PST
  2. **Large Booth Option: 20' x 30'** \$2,000.00 each plus 5% GST and 6% PST
  3. **10'x10' Non-profit Organizations:** \$350.00 each plus 5% GST and 6% PST
  4. **Bulk Space is also available** \$2.50 a sq/ft. plus GST and PST  
– Contact Darren Wandy or Nolan Johnson for details
- Each booth rental includes the following:
- 1 Table & 2 Chairs – Should extra tables or chairs be required it will be the responsibility of the Exhibitor to provide.
  - 8' high back drop with a 3' divider drape between neighbouring booths.
  - 110v electrical outlet - available upon request prior to the show only.
  - 2 exhibitor passes for the “Show and Expo”. Additional passes can be purchased upon request.
  - On-site Overnight Security Friday April 5<sup>th</sup>, 2019 and Saturday April 6<sup>th</sup>, 2019

### *Trade Show Facility Information:*

The floor in the Gallagher Centre Nexera Flexi Hall is rubberized and the Yorkton Curling Rink space is cement.

Any product (s) that may mark or tear the surface (such as trailer hitches) must be carpeted or padded. Exhibitors are responsible for damages to floor. **Please refer to General Regulations section #2**

Carpet swatches are available at the show however these may be limited in number so it is suggested that exhibitors arrange to bring their own.

If you are interested in becoming an exhibitor at the *2019 Parkland Outdoor Show and Expo*, please refer to the Exhibitor Application Form which has also been included in this package.



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## *Hotels:*

Yorkton offers some of the major hotel chains. We recommend that you book hotels as soon as possible as Yorkton is a very busy city and hotels fill up quickly.

### Hotel Listings:

Home Inn and Suites 1-306- 782-7829  
(Conveniently located across from the show and Expo)

**THE PARKLAND OUTDOOR SHOW AND EXPO INC.  
RESERVES THE RIGHT TO REFUSE ANY EXHIBITOR.**

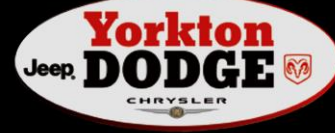


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## Booth Rental Space Application Form

### Company/Business/Organization Information

Company Name: \_\_\_\_\_

Contact:  Mr.  Ms.  Mrs. First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/State: \_\_\_\_\_ Postal Code/Zip Code: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_

Email: \_\_\_\_\_ Website: \_\_\_\_\_

### Business/Organization Description

(Please check all options applicable to your business)

- Manufacturer     Archery     Firearms     Trapping     Retailer
- Lodge/Resort     Clothing/Accessories     Education/Training Courses
- Outfitter     Fishing     ATVs     Associations or Non-profit
- Camping/Survival Gear     Other hunting equipment/supplies     Optics
- Other \_\_\_\_\_

Type of products to be displayed: \_\_\_\_\_

Brand names of products: \_\_\_\_\_

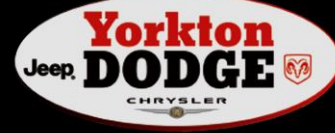


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Please clearly mark your requests below:

- 1.) Required power source: 110 electrical power source \_\_\_\_ Yes \_\_\_\_ No
- 2.) Required table covering \_\_\_\_ Yes or \_\_\_\_ No (please see below)  
(\$5.00 additional charge per table cloth, white only)

<b>Exhibitor Booth Options</b>			
Category	# of Booths	Cost	Totals
10' x 10' Booth Space		\$600.00 Each	
Additional 10' x 10' Space		\$400.00 Each	
20' x 30" Booth Space		\$2,000.00 Each	
Non-profit Table Space		\$350.00 Each	
Bulk Exhibitor Space	Sq/ft needed:	\$2.50 Sq/ft	
<b>Table Coverings</b> (TABLES WILL NOT BE COVERED UNLESS YOU ORDER TABLE COVERINGS)	#Table Coverings	\$5.00 Each	
<b>Additional Weekend Show Passes</b> (2 are included with Booth Rental)	# of Additional Passes	\$5.00 Each	
<b>Sub Total Line1</b>		<b>Booth Sub Total:</b>	
<b>Show Booklet Advertising Opportunity</b>			
<b>Full Page Advertisement</b>	W x H 4" x 8"	\$200.00	
<b>Half Page Advertisement</b>	W x H 4" x 4"	\$100.00	
<b>Business Card Size Advertisement</b>	W x H 4" x 2"	\$50.00	
<b>Sub Total Line 2</b>		<b>Show Booklet Advertising Sub Total:</b>	



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<b>Additional Marketing Sponsorship Opportunities</b>			
3D Archery Shoot (Title Sponsor)	1 only	\$2000.00	
Speaker Sponsor (includes 1 corp. table at Banquet)	5 available	\$2500.00	
Banquet Sponsorship (Title Sponsor, 1 corp. table at banquet)	1 only	\$5000.00	
Kick Off Party Cabaret (Title Sponsor)	1 Only	\$3000.00	
Moose Sponsor	See description page 9	\$4000.00	
Elk Sponsor	See description page 9	\$3000.00	
Grizzly Bear Sponsor	See description page 9	\$2000.00	
Whitetail Deer Sponsor	See description page 9	\$10000.00	
Walleye Sponsor	See description page 9	\$500.00	
<b>Sub Total Line 3</b>		<b>Additional Sponsorship Sub Total:</b>	

\*\*\*All payments are in Canadian funds.

Line 1 Sub Total: \$ \_\_\_\_\_

Line 2 Sub Total: \$ \_\_\_\_\_

Line 3 Sub Total: \$ \_\_\_\_\_

Subtract Deposit: \$ \_\_\_\_\_

**Sub Total:** \$ \_\_\_\_\_

Add: 5% GST: \$ \_\_\_\_\_

Add: 6%PST: \$ \_\_\_\_\_

**Grand Total:** \$ \_\_\_\_\_



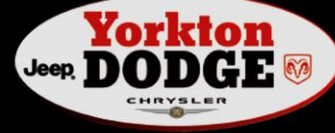


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**MARKETING & SPONSORSHIP PACKAGES:**

Here are some other options to participate in our show and put your business in the forefront of our show promotions. **BECOME A SHOW SPONSOR!!**

Choose which package is best to showcase your business and sponsor our youth through your support of *The Parkland Outdoor Show and Expo Inc.*

<input type="checkbox"/> "Moose" Sponsor	\$4,000.00	<p><b>You Receive :</b>          1-Full Page Advertisement in Show Booklet          1-Logo on all Posters and Print Media          1-Featured Web Banner with link from our website to yours  <b>Plus both of the following:</b>          1-Booth Space at Show and Expo  <b>AND</b>          1-Corporate Banquet table</p>
<input type="checkbox"/> "Elk" Sponsor	\$3,000.00	<p><b>You Receive:</b>          1-Full Page Advertisement in Show Booklets,          1-Logo on all Posters and Print Media          1-Featured Web Banner with link from our website to yours  <b>Plus choose one of the following:</b>          1-Booth Space at Show and Expo  <b>OR</b>          1-Corporate Banquet Table</p>
<input type="checkbox"/> "Grizzly Bear" Sponsor	\$2,000.00	<p><b>You Receive:</b>          1/2 page Advertisement in Show Booklets          1- Web link from our website to yours  <b>Plus choose one of the following:</b>          1-Booth Space at Show and Expo  <b>OR</b>          1-Corporate Banquet Table</p>

(Continues on next page...)



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<input type="checkbox"/> "Whitetail Deer" Sponsor	\$1,000.00	<p><b>You Receive:</b>          1-Business Card Size          Advertisement in Show Booklets          1- Web link from our website to          yours</p> <p><b>Plus Choose One of:</b>          1-Booth Space at Show and Expo  <b>OR</b>          1-Corporate Banquet Table</p>
<input type="checkbox"/> "Walleye" Sponsor	\$500.00	<p><b>Receive:</b>          1 -Business Card Size          Advertisement in Show Booklets          1-Web link from our website to          yours</p> <p><b>Plus:</b>          4-Corporate Banquet Tickets</p>

## Donation Items for Auction

In past year's Exhibitors wanted to provide the Show and Expo with donations of raffle prizes or live or silent auctions items for the banquet. If you would like to donate items this year, please indicate below a brief description of the item.

We will be donating the following item: \_\_\_\_\_

*The Parkland Outdoor Show and Expo Inc.* would like to recognize exhibitors for their contribution to our Show. Thank-you for your generosity.



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## Registration and Payment Information

**Exhibitors will not be considered entered in show until both payment and registration is received. Entry to show will be based on first come, first serve basis.**

### *Cancellations:*

- **Before January 1<sup>st</sup>, 2019**– may qualify for refund less a \$100.00 processing fee.
- **After January 1<sup>st</sup>, 2019**– forfeit half of registration fee.
- **After March 1<sup>st</sup>, 2019**– forfeit of all registration fee. (Exhibitor may qualify for refund of incidentals. Show Management will review case by case).

### *Forms of Payment:*

- Cheque (made payable to **Parkland Outdoor Show and Expo Inc.**)  
OR
- Cash (in person only. Do not send cash in the mail)  
OR
- Credit Card
  - We Accept MasterCard or VISA

-----  
Type of Credit Card:                       MasterCard                       VISA

Name as it appears on Credit Card: \_\_\_\_\_

Credit Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_ CVD # \_\_\_\_\_

I authorize the **Parkland Outdoor Show & Expo Inc.** to process the above transaction to the credit card listed above.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_



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## Terms and Conditions of Contract

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### GENERAL EXHIBITOR INFORMATION

#### 1. Show Information

Meet and Greet:	Friday, April 5 <sup>th</sup> , 2019– Location & Time TBA
Show Dates:	Saturday April 6 <sup>th</sup> and Sunday April 7 <sup>th</sup> , 2019
Trade Show Times:	Saturday, April 6 <sup>th</sup> 9:00am – 5:00pm Sunday, April 7 <sup>th</sup> , 10:00am – 4:00pm
Banquet & Auction:	Saturday, April 6 <sup>th</sup> , 2019 <ul style="list-style-type: none"><li>▪ Cocktails 5:30 to 6:30</li><li>▪ Banquet, Program and Auction to Follow</li><li>▪</li></ul>
Show and Expo Location:	Gallagher Centre, Yorkton, SK 455 Broadway Street W, Yorkton, SK
Banquet Location:	St. Mary's Cultural Centre 240 Wellington Avenue, Yorkton, SK

#### 2. Exhibitor Package

- a. All exhibitors will be provided with an exhibitor package upon arrival at show. Exhibitor package will include two (2) weekend show only entrance passes (unless requests are made prior to the show). Exhibitor packages are to be picked up at the Parkland Outdoor Show and Expo Office located in the Youth Room of the Gallagher Centre, just outside of the Nexera Flexi-hall facility. Look for signs
- b. Show passes will need to be worn the entire duration of the show, including before and after-hours access to the tradeshow exhibit area. Each person working an exhibit booth will require a separate pass.
- c. If additional passes are needed for workers, please indicate in advance that you will require them. Exhibitors will only be issued a maximum of **two** passes.

#### 3. Move In/Move Out

- a. All exhibitors will be granted access to the Nexera Flexi Hall to set up/tear down their booth during the following times

**Set up:**

Friday, April 5<sup>th</sup>, 2018: 9:00am – 7:00pm – large exhibitors need to plan on arriving and setting up for early time slots.

**\*All exhibits** must be ready for the public and manned for 9:00am Saturday, April 6<sup>th</sup> and 10:00am Sunday April 7<sup>th</sup>, 2019

**Tear down:**

Sunday, April 7<sup>th</sup>, 2019, from 5:15pm – 9:00pm

**\*All exhibits must remain in place until the end of the show. Do not tear down early!**

**\*All exhibits must be cleared, with all items removed by 9:00pm on Sunday, April 7<sup>th</sup>.**

- b. PLEASE NOTE: No vehicles will be allowed in the Nexera Flexi Hall Agri-Pavilion, Yorkton Curling Rink or on the Outdoor Show and Expo area after the move in deadline as stated in point 3a.

**c. All exhibitors are required to have their full booth set up and manned during all the show hours of the event. Any exhibitor, who does not comply, does not have their booth set up by the deadline above, or who tears down all or part of their exhibit early will be considered in breach of the agreement. They will be considered in bad standing with The Parkland Outdoor Show and Expo and will not be invited back to exhibit at The Parkland Outdoor Show and Expo in future years without express permission from Show Management.**

#### 4. Show Office Hours

- a. The show office will serve as the headquarters for The Parkland Outdoor Show and Expo and will be open according to the following schedule:

Friday, April 5 <sup>th</sup> ,	9:00am-7:00pm
Saturday, April 6 <sup>th</sup> ,	8:00am-6:00pm
Sunday, April 7 <sup>th</sup> ,	8:00am-6:00pm



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## General Regulations

1. All exhibitors must adhere to the full rules and regulations outlined in this contract, as well as the rules and regulations of the Province of Saskatchewan, the Parkland Outdoor Show and Expo, and The City of Yorkton's Nexera Flexi Hall, Yorkton Curling Rink, Agri-Pavilion and The National Bank Convention Place.
2. **PUBLIC LIABILITY INSURANCE** – All exhibitors are required to carry a **minimum of \$2,000,000 Comprehensive General Liability** coverage including *The Parkland Outdoor Show & Expo Inc as an Additional Insured*. Please ask for our preferred insurance contacts if you do not already have this coverage and would like more information. Proof of insurance will need to be provided to Show Management prior to arriving at the show. Additional insurance may be required depending on the nature of the vendor and goods being displayed. The policy of insurance must protect show management and insure the exhibitor against all claims, demands, actions or proceedings for sums of money, damages, costs, penalties and losses and all liability which may be imposed by law for loss of life, personal injury, or damage to or loss of property arising from or in any way connected with the exhibitor's presence or operations at the show.
3. All of the exhibitor's property at the show is at the sole risk of the exhibitor and The Parkland Outdoor Show and Expo assumes no responsibility or damage thereto.
4. The exhibitor agrees to obey any non-smoking regulations in effect at the facility and agrees to ensure that its officers, agents, employees, and those for whom in law they are responsible for, obey any such regulations.
5. The exhibitor agrees to obtain, at its own expense, any licenses or permits which are required, including without limitation, from government bodies, trade or industry associations, and any other third parties, for the operations of its trade or business during the show and to pay all taxes that may be levied against it as a result of the operations of its trade or business in their space allocated.
6. The exhibitor accepts all risks associated with the use of the exhibit space and environs. The exhibitor shall not make any claim or demand or take any legal action, whatsoever, against Parkland Outdoor Show and Expo, the show sponsors or the facility in which the show is held, for any loss, damage or injury howsoever caused, to the exhibitor, its officers, employees, agents or their property.
7. The exhibitor agrees to indemnify and hold harmless the Parkland Outdoor Show and Expo, show sponsors and the facility, their respective officers, and employees, against all claims, cost and charges of every kind resulting from their occupancy of the exhibit space or its environs, for personal injuries, death, property damages or any other damage sustained by the exhibitor or its officers, agents, employees or those for whom in law they are responsible or a visitor to the show.
8. **DAMAGE** – The Exhibitor shall not injure, mar or in any manner deface or damage the premises or property of the City of Yorkton's Nexera Flexi Hall, Yorkton Curling Rink, Agri-Pavilion and The National Bank Convention Place and shall not cause or permit anything to be done whereby loss of or damage to the premises or property of the City of Yorkton's Nexera Flexi Hall, Agri-Pavilion and The National Bank Convention Place or The Parkland Outdoor Show and Expo might occur. If the premises or property of the City of Yorkton's Nexera Flexi Hall, Yorkton Curling Rink, Agri-Pavilion and The National Bank Convention Place or The Parkland Outdoor Show and Expo is lost or damaged through the act, default, or negligence of the Exhibitor, its servants, agents, employees, invitees, or contractors, the Exhibitor will pay the City of Yorkton's Nexera Flexi Hall, Yorkton Curling Rink, Agri-Pavilion and The National Bank Convention Place or The Parkland Outdoor Show and Expo such sum as is necessary to replace or restore the lost or damaged premises or property.
9. **SAFETY** – City of Yorkton's Nexera Flexi Hall, Yorkton Curling Rink, Agri-Pavilion and The National Bank Convention Place and the Parkland Outdoor Show and Expo practices safety and accident prevention. All booths and exhibits shall be installed, operated, and removed in a safe and hazard free manner.
10. **CONDUCT OF EXHIBITS** – Show Management reserves the right to require the Licensee to withdraw any item from public sale or view that it deems objectionable as well as the right to change any exhibit or concession location so as to enhance the quality and/or presentation of the Show. The Parkland Outdoor Show and Expo reserve the right to reject the Exhibitor's display in order to enhance the quality and/or presentation of the Show.



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11. **DELIVERY OF GOODS** – Employees of the Event or Facility will not receive goods on behalf of the Exhibitor. Arrangements for delivery and storage of goods are the responsibility of the Exhibitor. Delivery of goods to the location prior to the Show is prohibited unless express permission is obtained from Show Management beforehand.

12. **RAFFLE TICKETS** – The selling of raffle tickets or soliciting of donations by Exhibitors from booths is prohibited unless written permission is given and granted by Show Management.

13. **CONTRAVENTION OF LAWS** – The Exhibitor is responsible for complying with all applicable federal, provincial, and municipal laws with respect to its product and exhibit. This includes, but is not limited, to labour standards legislation with respect to minimum wages and benefits of employees working at its exhibits, municipal business license, social insurance numbers, and immigrant requirement.

14. **SALES TAX** – The Exhibitor is responsible for collecting and remitting to the appropriate government authority all sales and other taxes as applicable with respect to the sale of products or services from the booth. All listed product prices shall include applicable taxes (i.e., GST).

15. **GOVERNMENT INSPECTORS** – The Exhibitor will provide to all government inspectors or agents all information required in the conduct of their investigations and will not impede or overrule the work of any government inspector in any area of their jurisdiction.

16. **FIRE REGULATIONS**- Exhibitors are responsible for obtaining their own fire or other insurance. If the Exhibitor uses any type of fuel such as gas, oil or propane they must obtain permission from Show Organizers before proceeding. Exhibitors that want to use open flame or fire also must obtain permission from Show Organizers before proceeding. Shows Organizers reserve have the right to refuse or deny exhibitors these rights. Each exhibitor must obtain a legal and functioning fire extinguisher for their booths. The extinguished must be up to date and certified.

17. **AEROSOLS** – Prior approval must be obtained from Show Management for any exhibits containing or consisting of pressurized containers of product classified as a flammable liquid.

18. **MOTORIZED EQUIPMENT** – Any motorized vehicle or equipment on display, if gasoline or battery powered shall contain less than ¼ tank of fuel and must be equipped with locked fuel tank; batteries must be disconnected. There must also be a drop cloth to collect any fluid that may leak from vehicle.

19. **NOISE** – Undue noise in the operation of exhibits or noisy or unseemly methods employed in sales or demonstration activities will not be permitted. The decision of what constitutes undue noise or unseemly methods rest exclusively with the Show Management.

20. **PUBLIC ADDRESS SYSTEMS** – Public address systems may be used only with the permission of the Show Management.

21. **PETS** – No live animals of any description are permitted in or about the Exhibitor's booth.

## PRODUCT ELIGIBILITY

1. All items exhibited at The Parkland Outdoor Show and Expo must be related to hunting, recreational shooting sports, or related outdoor activities. Items not directly related to these sports or activities, or in keeping with the general nature of the Show, are prohibited. Show Management reserves final discretion over the approval of items being exhibited at the show.
2. Full disclosure of items an Exhibitor is planning to bring is required during the application process. Once an exhibitor and product list is approved, any additions or changes to the application or products require approval from Show Management.



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## BOOTH SPECIFICATIONS

1. Standard booth size is 10' wide by 10' deep (or multiples thereof).
2. Electrical booths are available at no extra cost, however you must indicate that you need electrical to your booth prior to show application deadline.
3. Those needing table clothes will need to indicate this on your order form. Table clothes can be rented at an additional cost of \$5.00 per booth space.
4. If exhibitors want tables and chairs other than what is provided for all exhibitors and what is already provided with booth rental, it will be the responsibility of the exhibitor to provide the necessary chairs and tables they require.
5. Exhibit must fit within assigned space. Extending into aisles is a violation of the fire code.
6. Distribution of promotional literature and/ or product information, and product demonstrations, must be conducted only within the contracted booth space, not in the aisles.
7. Display in any part of the front half of the booth may be no more than 48" higher.
8. Display in the back half of the booth may be 8' high.
9. Display on sides of booth in back half of booth may extend 8' high.
10. When an exhibitor has multiple booths in a straight line, exhibit material may be allowed to be placed higher than 48" in the linear center of the booths, upon Show Management approval.
11. Exhibitors using see-through material (wire racks, lattice, etc.) must maintain the height requirements. In some cases neighbouring exhibitors will give permission to place such material in the front half of the booth. Event management retains the right to adjust placement.
12. Line of sight visibility must be maintained in the front half of all booths in any given row. Every exhibitor and attendee has the right to a full view down the aisle.
13. All booths with power must note that power may cycle out during the course of the night, resulting in temporary power loss to the booth. No perishable items or equipment that requires constant power are to be used overnight in exhibitor booths.
14. No exhibitor is permitted to supply their personal or company generator for use at the Event. Power requirements are to be submitted in the separate order form attached to this agreement and the exhibitor is responsible for payment of the application power charge.

## BOOTH REGULATIONS

1. **The Parkland Outdoor Show and Expo reserve the right of refusal for any exhibitor.**
2. **The Parkland Outdoor Show and Expo reserves the right to move location of any exhibitor booth space if need be.**
3. Space cannot be sublet, shared or assigned to a second party without the prior knowledge and written consent of Show Management. There is an additional \$200.00 fee for sharing of a booth.
4. Costs for any booth unloading/loading, moving or adjustments requiring chargeable labour and/or equipment use will be borne by exhibitor.
5. Exhibitor must be attendance during all show hours.
6. Signs cannot be placed on walls, columns or other fixtures, unless approved by Show Management.
7. **Show Management reserves the right of relocate or reassign an exhibitor when circumstances warrant**, so long as said relocation or reassignment is in the best interest of the Show and Expo.
8. **All booths must remain in place until official close of show at 5:00pm local time Sunday.** The exhibitors must remove displays and equipment from the show site by the final move-out time limit, or in the event of failure to do so, the exhibitor agrees to pay for such additional costs as may be incurred.
9. **Exhibitors leaving early will be removed from the master contact list for subsequent years.**
10. No carts are allowed on show floor during public hours. Cart presence during those hours violates building, insurance rules and fire regulations, voiding exhibitor's insurance. Products to restock booth during expo hours must be hand-carried in. Carts can only be used during non-show hours.
11. Exhibitors responsible for all damages that they cause. For example tears, rips to City of Yorkton's Nexera Flexi Hall, Yorkton Curling Rink, Agri-Pavilion and The National Bank Convention Place. Equipment which is parked on surface will need to be padded. (includes trailer hitches, tires etc.)  
**Please refer to Point #2 in the Public Liability Insurance located in the General Regulations section of this exhibitors package**



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Gallagher Centre Complex



## Food and Beverage Exhibits

The City of Yorkton and the Parkland Outdoor Show and Expo encourage exhibitors or vendors who wish to purchase booth space for food or food related products.

Due to the City of Yorkton's licensing conditions, any food vendors who wish to purchase booth space would need to contact Show Management regarding products they can sell during the Parkland Outdoor Show and Expo. Vendors who do not contact Show Management in advance about their food product line would be in violation of the City of Yorkton's licensing agreement

## Firearms & Ammunition Policy

1. All firearms, ammunition and other shootings or archery related products are subject to the Parkland Outdoor Show and Expo Product Eligibility regulations as well as the Canadian Gun Show Regulations (Firearms Act).
2. All exhibitors must hold a licence authorizing the possession of the firearms the exhibitor displays or has been provided with a confirmation number of the declaration by a customs officer under section 3 or the Importation and Exportation of Firearms Regulations (Individuals) for the firearms that the exhibitor displays.
3. During the hours of the show, the exhibitor must ensure their booth is under constant supervision by a person who is at least 18 years of age and either holds a licence authorizing the possession of firearms or has been provided with a confirmation number of their declaration by a customs officer under section 3 of the importation and Exportation of Firearms Regulations (Individuals)
4. All firearms must not be loaded at any point during the duration of the show, must not be removed from the booth at any time and must have a secure locking device to render the firearms inoperable. In the case of automatic firearms that has a removable bolt or bolt carrier, the bolt or bolt carrier is to be removed and stored in a room that is different from the room in which the automatic firearm is displayed.
5. All ammunition must be stored in a container or receptacle that is kept securely locked and that is constructed so that it cannot be broken or open or into.

## Cancellation and Termination

1. This contract may only be cancelled if notice, in writing, is received by the Parkland Outdoor Show and Expo by the deadline below. All deposits received up to the date of notice of cancellation are non-refundable. In the event the exhibitor fails to make payment as detailed below or fails to comply in any respect with the terms of this contract, Parkland Outdoor Show and Expo reserves the right to cancel this contract without notice and all rights of the exhibitor hereunder shall cease and terminate. Any payment made by the exhibitor on account hereof will be retained by show management as liquidated damages for breach of contract and show management may thereupon rent said space. Failure to appear at the event does not release exhibitor from responsibility for payment of the full cost of the space rented. Exact deadlines for payment and cancellations are below:

### Cancellation Fees:

**Before January 1<sup>st</sup>, 2019**

**After January 1<sup>st</sup>, 2019**

**After March 1<sup>st</sup>, 2019**

**May qualify for all refunds less a \$100.00 processing fee.**

**Will result in forfeit half of registration.**

**Will result in forfeit of all registration fee. (May qualify for refund of incidentals)**

### Cancellation or Curtailment of Show

1. In the event that the facility in which the show is to be held is destroyed or becomes unavailable for occupancy, for reasons beyond the control of Parkland Outdoor Show and Expo and sponsors, or if for any reason Parkland Outdoor Show and Expo is unable to permit the exhibitor to occupy or the space, or if the show is cancelled or curtailed, Parkland Outdoor Show and Expo and sponsor will not be responsible for any loss of profits, damage or expense of whatever nature exhibitor may suffer. The reasons listed include, but are not limited to, such reasons as: casualty, explosion, fire, lighting, flood, weather, epidemic, earthquake or other acts of God, acts of public enemies, riots or civil disturbances, strike, lockouts or boycott.





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## Authorization of Contract and Agreement

I, \_\_\_\_\_, of \_\_\_\_\_ agree to  
(Please Print First and Last Name) (Company/Business/Organization)

the Terms and Conditions of Contract of the previously stated agreement, layout by the Parkland Outdoor Show and Expo. Failure to comply with the Terms and Conditions of Contract would result in previously stated circumstances.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Thank-You,  
Parkland Outdoor Show and Expo Management

**Please return Fully Completed, dated and Signed Booth Rental Space Application and Contract along with payment in order to reserve your spot for the 2019 Parkland Outdoor Show & Expo!**

\*\*\*Please remember and enclose:

- 1.) Your payment
- 2.) Registration Forums (pages 6 to 11)
- 3.) Signed last page of the Term and Conditions (Page 17)
- 4.) Proof of exhibitor insurance
- 5.) Return to:

Parkland Outdoor Show and Expo  
Box 3097  
Melville, Sk  
S0A2P0

We look forward to you being a part of the Parkland Outdoor Show and Expo!

[www.parklandoutdoorshow.com](http://www.parklandoutdoorshow.com)



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## **FARRELL** AGENCIES LTD.

Is Proud to Support the Parkland Outdoor Show & Expo

Should you require Exhibitor Insurance for the Show or if you would like a quote for your Business Insurance we would definitely have some options for you.

**Office Address:** 131 Palliser Way  
Yorkton, Saskatchewan S3N 2W8

To Access the **Parkland Outdoor Show & Expo** Insurance Team

**Phone:** (306) 783-4477 – Main Switchboard  
(800) 268-3675 – Toll Free

**Fax:** (306) 786-7577

**E-Mail:** [commercial@farrellagencies.com](mailto:commercial@farrellagencies.com)

**Web Site:** [www.farrellagencies.com](http://www.farrellagencies.com)