



Exhibitor Package
APRIL 29 & 30, 2023

Stouffville Arena
12483 9TH Line Stouffville, ON L4A 1C2



Stouffville
HOME
& LIFESTYLE
SHOW



APRIL 29 & 30, 2023

THANK YOU FOR PARTICIPATING IN THE ANNUAL
STOUFFVILLE HOME & LIFESTYLE SHOW

Please complete the following forms and return ASAP.

Should you have any questions or need any further information,
please do not hesitate to contact us at:

Email: Info@StouffvilleHomeShow.com

Phone: 905-642-9116

What a great opportunity to meet and talk to thousands of potential customers!

Show Times

Saturday, April 29: 10 am-6 pm

Sunday, April 30: 10 am-5 pm

Set Up Times

Friday, April 28: 9 am-9 pm

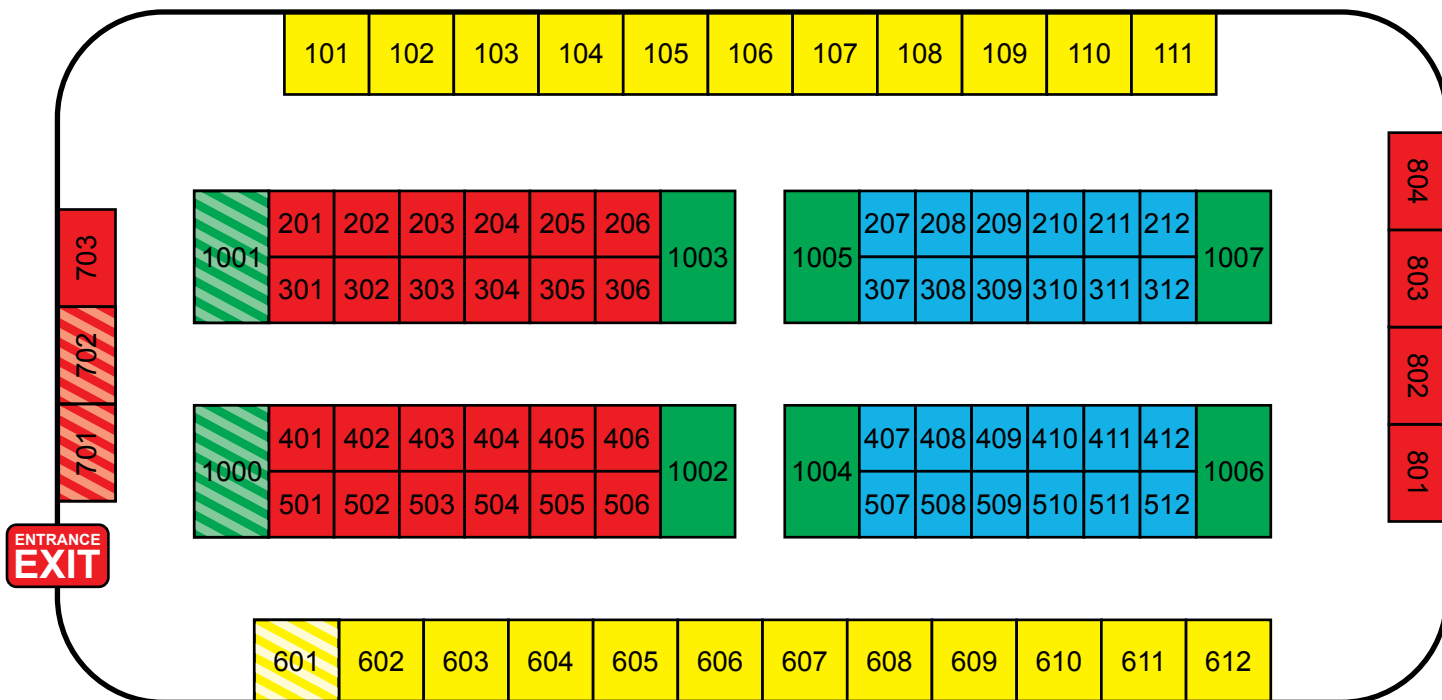
Teardown Times

Sunday, April 30: 5 pm-9 pm

Monday, May 1: 8 am-12 Noon

Stouffville HOME & LIFESTYLE SHOW

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8'x10' \$585

10'x10' \$685

10'x12' \$980

10'x20' \$1,500

#701, #702
\$885

#1000, #1001
\$1,750

Show Times

Saturday, April 29 10 am-6 pm
Sunday, April 30 10 am-5 pm

Set Up Times

Friday, April 28 9 am-9 pm

Teardown Times

Sunday, April 30 5 pm-9 pm
Monday, May 1 8 am-12 (Noon)



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EXHIBITOR REQUIREMENTS

Company Name: _____
Type of Business: _____
Address: _____
Booth #: _____
Contact Name: _____
Telephone: _____
Email: _____
Website: _____

Please note: these forms are to be sent via email to: Info@StouffvilleHomeShow.com

Hydro Service:

Regular Duplex Outlet (1500 watt Max. 110 volts). This service is suitable for lights, computers demonstrations, televisions etc., and is supplied at no additional cost.

For heavy machinery please contact the show coordinator at 905-642-9116 to make special arrangements. An extra fee per outlet will be applied for upgrades and/or additional hydro service.

_____ **Yes, we require hydro (no charge)**

_____ **Yes, we require additional hydro as specified below and understand an extra fee will be charged.**

Additional Hydro required is: _____

Booth Accessories:

Back and side draping, one table and two chairs will be supplied per booth at no additional cost. The rental of additional booth accessories such as tables, chairs, special flooring is the responsibility of the exhibitor. Please contact the show co-coordinator at 905-642-9116 if you require assistance in sourcing extra materials for your booth.

_____ **Yes, we require one table and two chairs**

_____ **No, we do not require a table.**

_____ **No, we do not require chairs.**

_____ **Yes, we require additional accessories and understand we are responsible for the ordering, rental and payment of extra equipment.**



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INSURANCE REQUIREMENTS

A CERTIFICATE OF INSURANCE is required by each vendor to show proof of insurance. This can be acquired by contacting your existing insurance company, Broker or Agent. Please ensure that the insurance form below and a certificate from your company, broker or agent is completed and returned according to the requirements ASAP.

TO BE COMPLETED BY THE INSURER OR THEIR AUTHORIZED REPRESENTATIVE
(Should you have any questions or concerns, contact your insurance company/broker/representative.)

Name of Insured: _____

Address of Insured: _____

Type of Insurance	Policy #	Effective and Renewal Date	Limit of Liability Bodily Injury and Property Damage (Minimum) \$2,000,000.00
General Liability			
Excess Liability (If Applicable)			

This Liability Insurance is extended to include Personal Injury, Contractual Liability, Non-Owned Automobile Liability, Products—Completed Operations, Cross Liability Clause and Severability of Interest Clause.

The Stouffville Home and Lifestyle Show and the Town of Whitchurch-Stouffville have been added as an additional insured under the above policy, but only with respect to its interest in the operation of the named insured.

This is to certify that the Policies of Insurance as described above have been issued by the undersigned to the insured named above and are in force at this time.

If cancelled or changed in any manner, that would affect The Stouffville Home and Lifestyle Show or the Town of Whitchurch-Stouffville, as outlined in coverage specified herein for any reason, so as to affect this certificate, thirty (30) days prior written notice by registered mail will be given by the insurer's to The Stouffville Home and Lifestyle Show.

PLEASE COMPLETE FORM AND RETURN VIA EMAIL TO:
Info@StouffvilleHomeShow.com / Tel: 905-642-9116

Name of insurance Broker

Authorized by Representative

Name of Insurance Company

Date



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EXHIBITOR BADGE FORM

Company Name: _____ Booth #: _____

Contact Name: _____ Telephone: _____

Contact Email: _____

Note that your exhibitor badge is your admission into the show. To help the show staff at the door, we would request that all exhibitors and staff wear their badge at all times.

Please **PRINT** the full names of the individuals working your booth:

Six exhibitor badges are provided per booth. Entry fee to show will be charged for additional badges.



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EXHIBITOR AGREEMENT/RULES

1. CONTRACT: This application for space when accepted by the Stouffville Show Coordinator (hereby referred to as Management) shall constitute a contract between the Exhibitor and Management and in addition to its terms, shall include and incorporate the Exhibitor's Rules and Regulations printed on this application, the tentative floor plan which the parties acknowledge may be amended and/or modified by management, and any additional rules and regulations which will be sent to the Exhibitor as part of the Exhibitor's Kit.

2. QUALIFICATIONS TO EXHIBIT: The Management reserves the right to remove, decline, or prohibit any exhibit or part of an exhibit, or proposed exhibit, which in its opinion is not suitable to or in keeping with the character of the exhibition.

3. PAYMENTS: Applications for space received by the Management for space must be accompanied by a deposit of 50% of the total cost of the space. The total booth fee must be paid in full by March 15th, 2023. All prices are plus HST.

4. EXHIBIT: The Exhibitor agrees to confine their presentation within the contracted space only and to maintain a staff in his/her booth space during show hours while maintaining a code of behaviour and dress appropriate for the Exhibition. Management reserves the right to relocate an exhibitor as it shall deem necessary to best display both the Exhibitor and the Show.

5. EXHIBIT SET-UP/TEAR-DOWN: The Exhibitor agrees that no display will be dismantled or any goods removed during the show, but must remain intact until after the closing time of the last day of the show. The Exhibitor also agrees to remove the exhibit and equipment from the Stouffville Arena by the final move-out time limit (as set out above), or in the event of failure to do so the exhibitor agrees to pay for such additional costs as may be incurred.

6. INSURANCE: The exhibitor is solely responsible for the placement and cost of comprehensive liability insurance on products and completed operations, coverage with a minimum \$2,000,000 limit of liability. The Exhibitor further agrees to add the Stouffville Home & Lifestyle Show and the Town of Whitchurch-Stouffville as additional insured to its policy and to provide proof of insurance. Contact your insurance company or broker to provide proof of insurance for this event.

7. SUBLICENSE OF SPACE: Space contracted by an Exhibitor may NOT be sublet.

8. CANCELLATION OF CONTRACT: The Management reserves the right to terminate this contract and to withhold from the Exhibitor possession of the exhibit space if: (a) the Exhibitor fails to pay all space rental charges by March 15, 2023 or (b) the Exhibitor fails to perform any terms and condition of the contract.

9. CANCELLATION POLICY: In the event an exhibitor whose application has been processed and accepted wishes to cancel prior to March 15, 2023, a refund of moneys deposited less 50% of the price of space will be made upon receipt of written cancellation. NO REFUND OF EXHIBIT SPACE PAYMENTS WILL BE MADE AFTER MARCH 15, 2023.

10. POSTPONEMENT OR CANCELLATION BY MANAGEMENT: The management reserves the right to postpone or cancel the exhibition at its discretion. All monies will be refunded to sponsors and exhibitors. The option to participate in future exhibitions is at the discretion of the Sponsor/Exhibitor

11. DAMAGES: The Management shall not be liable for any damages, whether direct, indirect, general, special, consequential or otherwise to the Exhibitor, its agents and employees or visitors to its exhibit whether occasioned by management, its officers, agents or employees, or by another Exhibitor.

12. NON-DELIVERY OF THE BUILDING: The Management will not be liable for failure to deliver the space in the event of the building becoming unavailable through fire, act of Nature, strikes, the authority of the law, or any other cause beyond its control.

13. INTERPRETATION OF REGULATIONS: The Management has the right to make such changes, amendments, and additions to these Exhibitor's Rules and Regulations, as it shall deem necessary to the proper conduct of the Exhibition and thereupon the Exhibitor's Rules and Regulations shall rest with the Management and its decision shall be final. Management may require Exhibitors to make such alterations to their displays, as it deems necessary to the proper conduct of the exhibition and, on failure to comply, may order the immediate removal of the entire exhibit without compensation and at the Exhibitor's expense.

I/We agree to uphold the terms and conditions of this agreement. Date: _____

Name (please print): _____ Signature of Authorized Personnel: _____



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EXHIBITOR CHECK LIST

Please ensure that the following informations is sent via email to: Info@StouffvilleHomeShow.com

	Date Sent	✓
Exhibitor Application-Agreement Form		
Booth Payment		
Proof of Insurance Documentation		
Exhibitor Requirements Form		
Exhibitor Badge Order Form		