



**Clear Hills County  
Invites You To The  
27th Annual  
Agricultural Trade  
Show**

**Saturday, April 13, 2024**

**Dave Shaw Memorial Complex**

**Hines Creek, Alberta**

Dear Sponsor and Exhibitor,

We are excited to invite you to participate in our 27th Annual Clear Hills County Agricultural Trade Show!

This one day event will take place on Saturday, April 13, 2024 at the Dave Shaw Memorial Complex in Hines Creek, Alberta.

Whether your company is large or small, this event is an excellent business opportunity and will increase your visibility among the surrounding communities.

Clear Hills County Agricultural Trade Show attracts rural families, agricultural producers and residents from surrounding areas; and supports local community groups and non-profit organizations.

Sponsors and Exhibitors are invited to promote their businesses and display their goods and services to the hundreds of people that pass through the door each year.

Please review the exhibitor options and sponsorship opportunities outlined in the enclosed package.

On behalf of the Clear Hills County Agricultural Service Board, we look forward to seeing you in April!

Regards:

Greg Coon  
Agricultural Fieldman

## Have any questions? Contact our team!

**Greg Coon**  
780-685-3925 ext. 115  
greg@clearhillscounty.ab.ca

**Crystal Dei**  
780-685-3925 ext. 117  
csc@clearhillscounty.ab.ca

***Booth Bookings:***  
**Natasha Gillett**  
780-685-3925 ext. 108  
community@clearhillscounty.ab.ca

# Sponsorship Opportunities

	<b>Platinum</b> <b>\$2,500 &amp; Up</b>	<b>Gold</b> <b>\$1,000—\$2,499</b>	<b>Silver</b> <b>\$500-\$999</b>	<b>Bronze</b> <b>\$100-\$499</b>
<b>Recognition</b>				
<b>Trade Show Events Handout to Visitors</b>	Yes— Logo	Yes— Logo	Yes— Logo	Yes— Name
<b>Listed in the County Newsletter</b>	Yes— Logo	Yes— Logo	Yes— Logo	Yes— Name
<b>Included in the Breakfast Placemats</b>	Yes— Logo	Yes— Logo	Yes— Small logo	Yes— Name
<b>Included in PowerPoint (PowerPoint is ran all day)</b>	Yes—sole logo on screen, multiple times per cycle	Yes—2 sponsors per screen	Yes—3 sponsors per screen	Yes—by name only. All bronze sponsors on one screen
<b>Acknowledgement on PA System during the Trade Show</b>	Yes— Minimum once per half hour	Yes	Only for specific venue sponsorship	
<b>Logo included in two newsletter ads prior to the trade show and on our Facebook Page</b>	Yes	Yes		
<b>Trade Show Flyer</b>	Yes			

*Special thank you to past, present and future sponsors!*

# Exhibitor Information

## **Booth Setup:**

The following items are included for each exhibitor booth:

- ⇒ **2 Chairs**
- ⇒ **Table**
- ⇒ **Table Covering and Skirting**
- ⇒ **GST Included**
- ⇒ **Limited Additional Tables for \$25.00 each**
- ⇒ **Optional Electrical Outlet (110V) for \$25.00**
- ⇒ **Indoor booths include back wall and side wall draping**

*Draping colors are Blue & Silver*

## **Indoor Machinery Booths:**

**400 square ft.  
(approximately)**

## **Outdoor Machinery Booths:**

**40x40ft  
(approximately)**

## **Payment information**

Payment for the Trade Show registration shall be made to:

Clear Hills County  
Box 240  
Worsley, Alberta  
T0H 3W0

**Register before March 31, 2023 to receive early bird registration (see registration form). We do not accept credit card payments by phone or email.**

**E-transfers can be sent to [payments@clearhillscounty.ab.ca](mailto:payments@clearhillscounty.ab.ca)**

## **Cancellation Terms**

Booth cancellations received after March 31st **may** be refunded up to 75% of the booth registration.

## **Insurance Requirements**

Exhibitors are informed that injury or damage occurring to the public or employees in their leased booths may be covered by Commercial General Liability Policy. It is the responsibility of each and every exhibitor to arrange their own insurance coverage and provide a Certificate of Insurance or proof of General Liability with liability of no less than \$2,000,000.00, naming Clear Hills County as an Additional Insured. Home Owners and Tenants Insurance will not be accepted unless you have a home based business extension in which case a Certificate of Insurance as above will be required. Clear Hills County assumes no responsibility for loss or damages to exhibitors displays, materials, supplies or other items at any time.

Another option for short term exhibitor insurance may be PAL Insurance Brokers Canada Ltd. Applications can be made online at [palcanada.com](http://palcanada.com) for exhibitor/vendor booth & Kiosk Liability Policy.

***Insurance requirements must be met to finalize booth registration.***

# Show Schedule

	Friday	Location
Spring Fair Entries accepted by the Hines Creek Agricultural Society	11:00 a.m.—2:00 p.m.	Community Hall
Exhibitor Booth Setup	1:00 p.m.—9:00 p.m.	
	Saturday	
Exhibitor Booth Setup	7:00 a.m.—9:00 a.m.	Using Back Entrance
Sponsored Breakfast	8:00 a.m.—10:00 a.m.	Fitness Centre
Trade Show	10:00 a.m.—4:00 p.m.	Fitness Centre, Arena & Outside
Wagon Rides	10:00 a.m.—3:00 p.m.	
Hines Creek Spring Fair Exhibits	10:00 a.m.—2:00 p.m.	Community Hall
Hines Creek Arts & Crafts Club Display & Lunch	11:00 a.m.—4:00 p.m.	Upstairs above lobby
Kids Talent Show	3:00 p.m.	Community Hall
Presentation of Spring Fair Prizes	2:00 p.m.	Community Hall
Trade Show Closes & Exhibitor Clean-up	4:00 p.m.—5:00 p.m.	



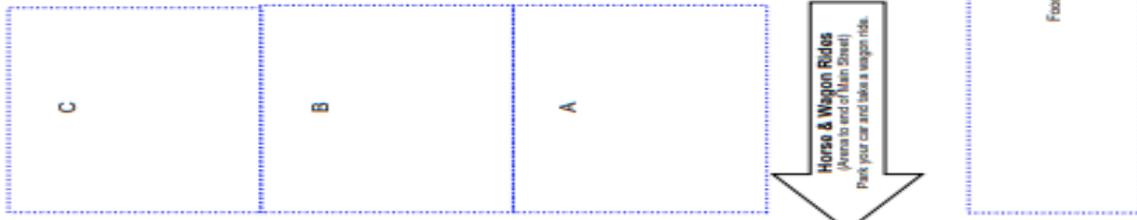
# Clear Hills County Agricultural Trade Show 2024

Dave Shaw Memorial Complex

Hines Creek, AB

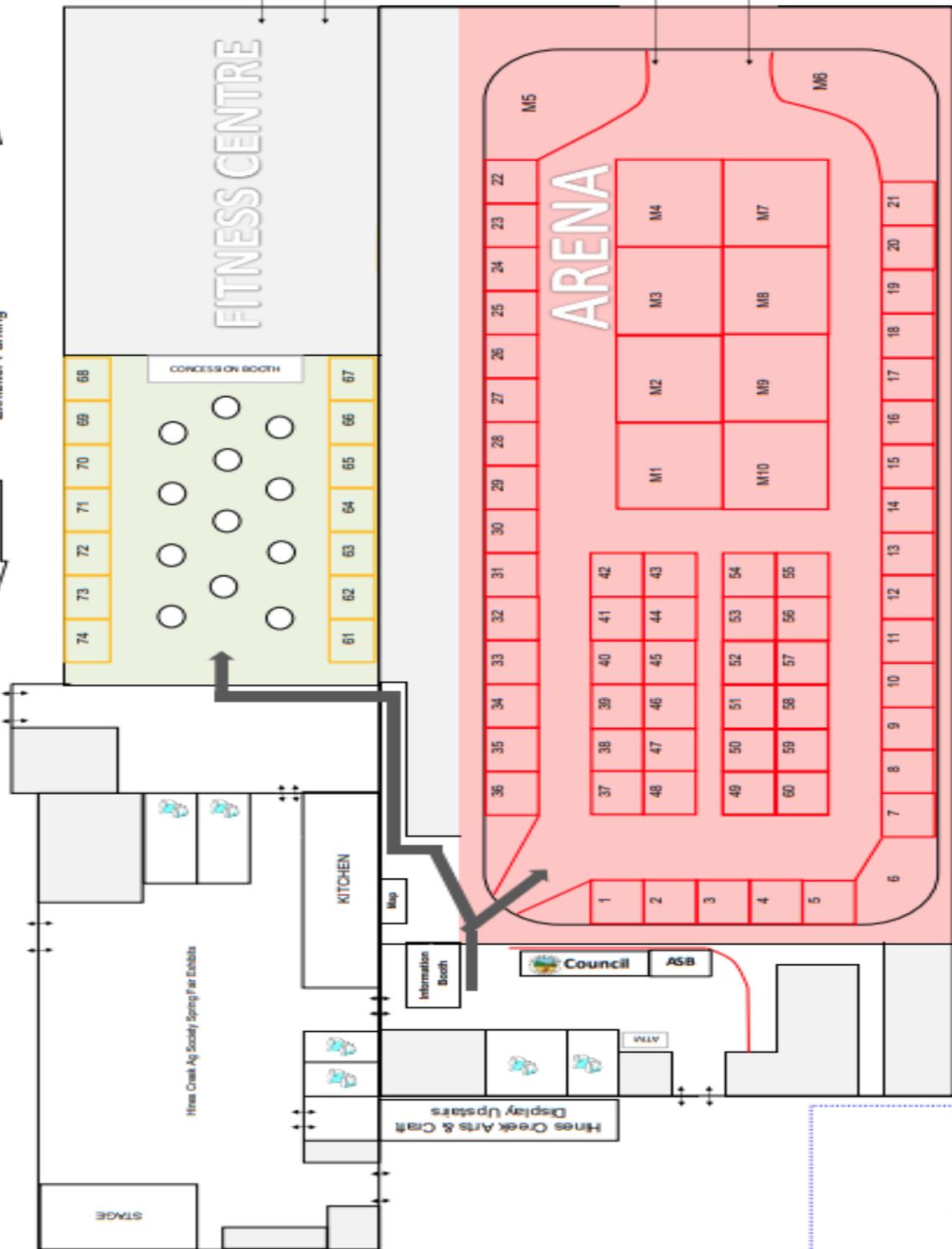


Fire Lane  
NO PARKING



**Horse & Wagon Rides**  
(Arena to end of Main Street)  
Park your car and take a wagon ride.

Food Vendor's



Exhibitor Loading/Unloading Zone  
NO PARKING

Exhibitor Loading/Unloading Zone  
NO PARKING

# Registration Form

April 13, 2024 Dave Shaw Memorial Complex, Hines Creek, Alberta

Company/Organizations: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone No. \_\_\_\_\_ Cell: \_\_\_\_\_ Fax: \_\_\_\_\_

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

## Sponsorship

Platinum Sponsor: \$ \_\_\_\_\_ Gold Sponsor: \$ \_\_\_\_\_

Silver Sponsor: \$ \_\_\_\_\_ Bronze Sponsor: \$ \_\_\_\_\_

## Exhibitors

Booth	Early Bird Price (March 31st)	Price After March 31st Deadline	Quantity	Power (\$25)	Total
Standard Booth	\$175.00	\$200.00			
Indoor Machinery Booth (20x20ft)	\$375.00	\$400.00			
Outdoor Machinery Booth (40x40ft)	\$175.00	\$200.00			
Options: Additional Table	\$25.00	\$50.00			
Options: Additional Chairs	\$0.00	\$0.00			
Sponsorship					
				Total:	

Booth No. Preferences: (List 3)

List of products or services you will be advertising/selling: \_\_\_\_\_

### Check List

- Registration Form
- Exhibitor Agreement (pg. 8)
- Payment
- Certificate of Insurance

Please mail cheque or money order to:

Clear Hills County

Box 240

Worsley, Alberta

T0H 3W0

E-transfers can be sent to [payments@clearhillscounty.ab.ca](mailto:payments@clearhillscounty.ab.ca)

Please include TRADESHOW in the memo line.

## Exhibitor Agrees to the following Terms & Conditions

1. Clear Hills County, in its sole discretion, reserves the right to assign, decline, and/or change booth locations without notice.
2. Clear Hills County, in its sole discretion, reserves the right to accept or reject any request to exhibit or participate in the show at any time.
3. Clear Hills County, in its sole discretion, reserves the right to reject, move or prohibit any exhibit in whole or in part or its representative if in the opinion of Show Management the exhibit or the activities the exhibitor or its representative violates the Agreement or is detrimental to the aims, goals and purpose of the show.
4. Clear Hills County prohibits any abusive conduct and inappropriate behaviour toward Show Management, attendees, guests or any affiliated representative of the show.
5. Clear Hills County does not assume responsibility for any loss, damages and/or theft of exhibitor's displays, materials, supplies, etc. Security will be onsite during the entire show.
6. Exhibitor's will hold Clear Hills County harmless for any damage, expense, or liability arising from any injury or damage to said exhibitor, its agents, servants or employees, resulting from any acts or omissions of the exhibitor, its agents, employees or representatives, for which the exhibitor is legally responsible for.
7. Exhibitors are entirely responsible for leased space and agree to reimburse for any damage to property, facilities, furnishings, or equipment occurring on the premises of the event, providing such damage is due to negligence of the exhibitor, its servants, agents or others for whom the exhibitor is, by law, responsible for.
8. Exhibitors are required to provide a valid Certificate of Insurance for the event and booth rental.
9. Exhibitors materials, supplies, equipment, displays, materials, supplies etc. must not be extended beyond the exhibitor's designated booth space.
10. The exhibitor agrees to remove the exhibit, equipment, displays, materials, supplies, etc. from the show building by 8:00 p.m. on the day of the show, and not before 4:00 p.m.
11. Clear Hills County has the authority to establish and interpret rules and regulations necessary for the orderly conduct of exhibitors and/or agents for the mutual benefit of all parties.

I, \_\_\_\_\_ (please print) have read, understand and agree to the terms and conditions stated above.

Position/Title: \_\_\_\_\_

Company/Organization: \_\_\_\_\_

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