

CLEAR HILLS COUNTY INVITES YOU TO THE 23RD ANNUAL AGRICULTURAL TRADE SHOW



Saturday, April 8, 2017

Dave Shaw Memorial Complex

Hines Creek, Alberta

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Clear Hills County Agricultural Service Board extends their appreciation to exhibitors and sponsors whose patronage has contributed greatly to the success of the annual Agricultural Trade Show

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. Following the Trade Show stay and enjoy the Farmer's Appreciation Banquet.

Year Established:	1994
Expected Attendance:	+1,500
Number of Booths:	90
Type of show:	Agriculture & Rural Family

Have any questions? Contact our team!

Main Contact

Greg Coon
Phone: 780-685-3925
Email: greg@clearhillscounty.ab.ca

Booth Bookings

Sarah Hayward
Phone: 780-685-3925
Email: sarah@clearhillscounty.ab.ca

SPONSORSHIP OPPORTUNITIES

Recognition	Show Sponsor \$2,500 & up	Gold Sponsor \$1,000—\$2,499	Silver Sponsor \$500-\$999	Bronze Sponsor \$100-\$499
Listed in local newspaper	Yes	Yes	Yes	Yes
Trade Show Events Handout to visitors	Yes—Logo	Yes— Logo	Yes— Name only	Yes—Name only
Listed in County Newsletter	Yes—Logo	Yes—Logo	Yes— Name only	Yes—Name only
Included on Breakfast & Banquet placemats	Yes—Logo	Yes-Logo	Yes—Small logo	Yes—Name only
Included in Banquet PowerPoint	Yes—Sole logo on screen, multiple times per cycle	Yes—1 per screen/ cycle	Yes—2 per screen/ cycle	Yes—By name only
Major Post through Trade Show	Yes—Sole logo on multiple overhead posters; on large pin up posters	Yes—1 overhead poster; logo on large pin up poster	Yes—Logo on large pin up posters	
Acknowledgement on PA system during Trade Show	Yes—at least once per hour	Yes	Unless a specific venue sponsor	
Complimentary Tickets to the Banquet	Yes—2	Yes—2		
Logo included in 2 newspaper ads prior to the Trade Show	Yes	Yes		
Announced Recognition at Banquet	Yes			
Trade Show one page flyer	Yes—Logo			
Optional: Live radio spots during and prior to the show	Yes			

EXHIBITOR INFORMATION

BOOTH SETUP

The following items are included for each exhibitor booth:

~2 Chairs ~Table ~Table cover & Skirting
~GST Included ~ Limited additional tables for \$25.00 ea.

Indoor booths include: 8' back draping; 3' side wall draping & optional electrical outlets (110V)

Draping colors are blue & silver

Indoor Booths: 8x10ft wide display (curling rink only)
10x10ft wide display area (Arena only)

Indoor Machinery Booth: 400 square ft (approximately)

Outdoor Machinery Booth: 40x40 ft

We will do our best to provide the type of booth requested

Exhibitor setup is Friday, April 7, 2017 from 1:00 p.m. — 9:00 p.m. and Saturday, April 8, 2017 from 7:00 a.m. — 9:00 a.m. Please use the east entrances (at the back of the building). Helping Hands will be available to assist exhibitors after 3:00 p.m. Friday and Saturday morning. Plan to complete your booth setup early Saturday to allow time to enjoy our delicious Toonie Breakfast from 8:00 a.m. to 10:00 a.m. Exhibits will be accessible to the public during the pancake breakfast.

SHOW SCHEDULE

	Friday	Location
Spring Fair Entries accepted by the Hines Creek Ag. 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.	
Toonie Pancake Breakfast	8:00 a.m.—10:00 a.m.	Main Entrance
Official Opening of Trade Show	10:00 a.m.—5:00 p.m.	Curling Rink, Arena & Outside
Wagon Rides	10:00 a.m.—5:00 p.m.	
Hines Creek Spring Fair Exhibits	10:00 a.m.— 3:00 p.m.	Community Hall
Food booth Open	11:00 a.m.— 4:00 p.m.	Curling Rink & Outside
Hines Creek Arts & Crafts Club Display & Lunch	11:00 a.m.— 5:00 p.m.	Upstairs above lobby
Kids Talent Show	1:30 p.m.— 2:30 p.m.	Arena
Presentation of Spring Fair Prizes	3:00 p.m.	Community Hall
Trade Show Closes & Exhibitor Booth Cleanup	5:00 p.m.— 6:00 p.m.	
Farmers Appreciation Banquet Featuring: Duelling Pianos	5:30 p.m.— 8:30 p.m.	Community Hall

PAYMENT INFORMATION

Payment for the Trade Show Registration shall be made to: Clear Hills County
PO Box 240
Worsley, Alberta
T0H 3W0

Register before March 31, 2017 to receive early bird registration (see registration form). We do not accept credit card payments by phone or email.

CANCELLATION TERMS

Booth cancellations received after March 31, 2017 may be refunded up to 75% of the booth registration fee.

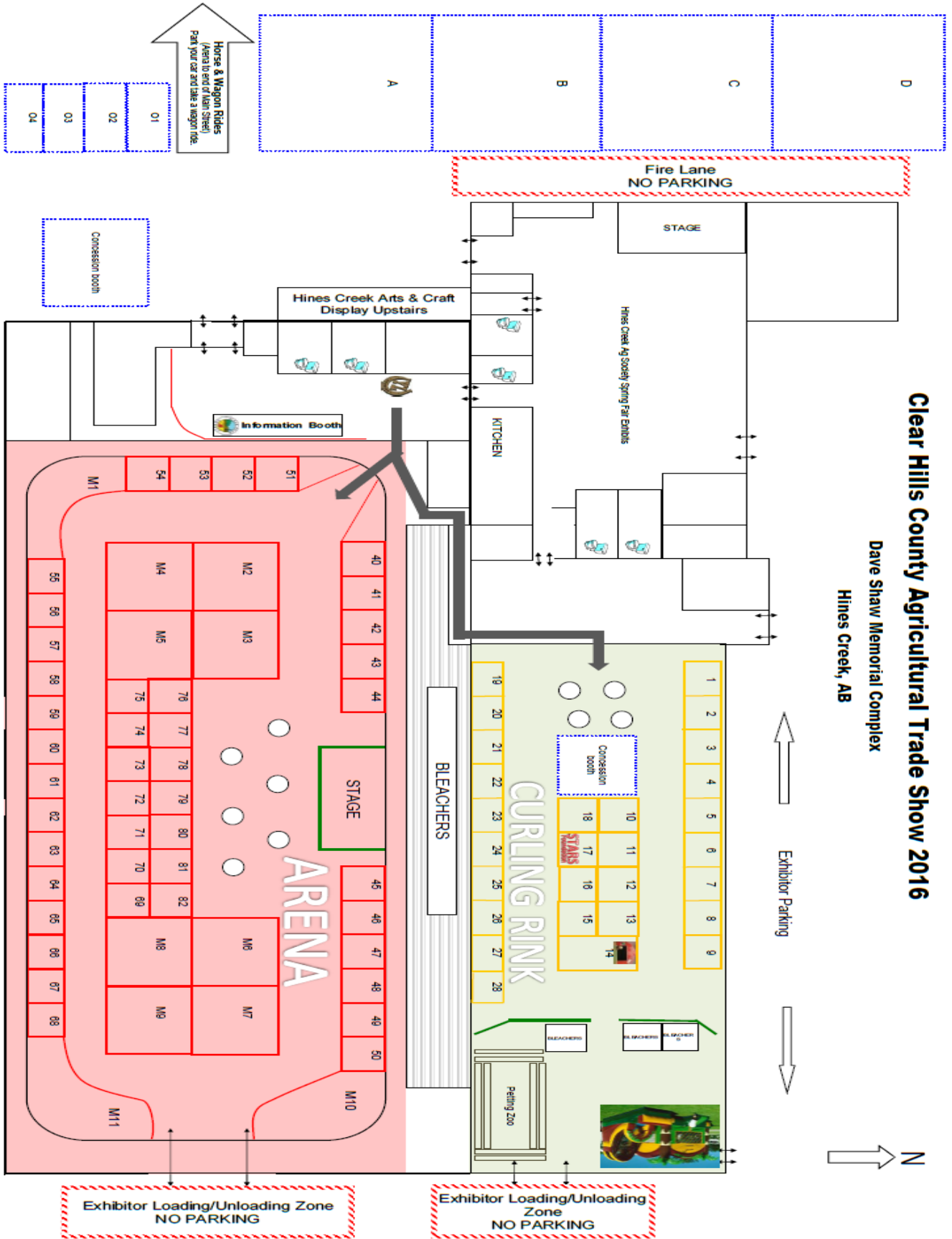
INSURANCE REQUIREMENTS

Exhibitors are informed that injury or damage occurring to the public or employees in their leased booths may be covered by a 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.

If you are not a commercial entity, home-based business, or not-for-profit and would like a booth, you may contact the County for other insurance options.

Another option for short term exhibitor insurance may be PAL Insurance Brokers Canada Ltd. Applications can be made online at palcanada.com for Exhibitor/Vendor Booth & Kiosk Liability Policy.

Insurance Requirements must be met to finalize booth registration.



REGISTRATION FORM

APRIL 8, 2017 DAVE SHAW MEMORIAL COMPLEX, HINES CREEK, ALBERTA

Company/Organization: _____

Contact Name: _____

Address: _____ Postal Code: _____

Telephone No.: _____ Cell: _____ Fax: _____

Email: _____

SPONSORSHIP

Show Sponsor: \$ _____ Gold Sponsor: \$ _____

Silver Sponsor: \$ _____ Bronze Sponsor: \$ _____

EXHIBITORS

Booth	Early Bird Price (March 31st)	Price after Deadline	Quantity Required	Power (\$25)	Total
Curling Rink Standard Booth (8x10ft)	\$100.00	\$125.00			
Arena Standard Booth (10x10ft)	\$150.00	\$175.00			
Indoor Machinery Booth (20x20ft)	\$350.00	\$375.00			
Outdoor Machinery Booth (40x40ft)	\$150.00	\$175.00			
Standard Outdoor Booth (10x20ft)	\$75.00	\$100.00			
Options: Additional Table	\$25.00	\$50.00			
Options: Additional Chairs	\$0.00	\$0.00			
Banquet Tickets (Adult 15+)	\$30.00	\$30.00			
Banquet Tickets (Youth 8-14)	\$10.00	\$10.00			
Banquet Tickets (7 & under)	Free	Free			
Sponsorship:					

Booth No. Preferences: (List 3)

Total: _____

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

Please send cheque or money order to:

Clear Hills County
Box 240
Worsley, AB T0H 3W0

Check List

- Registration Form
- Exhibitor Agreement (Pg.7)
- Certificate of Insurance (Pg. 4)
- Payment

EXHIBITOR AGREES TO THE FOLLOWING TERMS AND CONDITIONS

- 1. Clear Hills County, in its sole discretion, reserves the right to assign, decline, and/or change booth locations without prior notice. The exhibitor may be entitled to a full refund, if they choose to withdraw their reservation due to changes in booth locations.
- 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 any exhibitor or its representative if in the opinion of the Show Management the exhibit or the activities of the Exhibitor or its representatives violates the Agreement or is detrimental to the aims, goals and purposes 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 will not assume any responsibility for loss, damages, theft and/or pilferage of Exhibitor's displays, materials, supplies, etc. Security will be onsite during the entire show.
- 6. Exhibitors 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. Exhibitor materials, supplies, equipment, displays 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 6:30 p.m. on the day of the Show, and not before 4:30 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: _____