

PRINCE ALBERT EXHIBITION ASSOCIATION

2010 Youth Trade Show & Sale

Prince Albert Exhibition Centre

April 16

Friday

4:00 pm to 8:00 pm

April 17

Saturday

11:00 am to 5:00 pm

April 18

Sunday

11:00 am to 5:00 pm



- * Trade Show targets Youth 14 to 19 years of age.
- * Northern Saskatchewan's only Youth Trade Show.
- * Large \$\$\$ door prize draws to attract attendance!
- * Exhibitors can participate in our On Stage Fashion Shows & Demonstrations!
- * Large \$\$\$\$\$ for Advertising and promotion through all types of media! Exhibitors included in print media.
- * Exhibitor services include free coffee, Exhibitors Reception and Exhibition Hospitality!

FOR MORE INFORMATION CONTACT:

Prince Albert Exhibition Office @ 764-1711 or
email tlogodin@paexhibition.com



Where Town and Country Meet

PRINCE ALBERT EXHIBITION CENTRE

Box 1538, Prince Albert, SK

6th Ave & Exhibition Dr. E

Prince Albert, SK, S6V 5T1

E-mail: tlogodin@paexhibition.com

www.paexhibition.com

PLEASE READ - RULES & REGULATIONS

SET UP/TAKE DOWN TIMES

SET UP:	Thursday, April 15 - 4:00 pm to 8:00 pm; Friday, April 16 - 8:00 am to 3:30 pm
SHOW DATES:	Friday, April 16 - 4:00 to 8:00 pm; Saturday & Sunday, April 17 & 18 - 11am to 5:00 pm
EXHIBITORS SOCIAL:	Saturday, April 17, 5:00 pm
TAKE DOWN:	Sunday, April 18 after 5:00 pm

RENTAL/CONFIRMATION

1. Entries will not be accepted without full payment. Late arrivals and no-shows at the Trade Show may have their space filled by a standby exhibitor. No refunds will be paid in either instance.
2. It is the Exhibitor's responsibility to ensure their application is received by the Prince Albert Exhibition Association office.
3. Applications must list all products you plan to exhibit (inc. any brand names). **Any products not on your application may not be allowed to be displayed in your booth.**
4. Applications must be approved by the PAEX Youth Trade Show Committee. Successful applicants will be notified.
5. **NOTE: The PAEX Youth Trade Show committee reserves the right to relocate exhibitors.**

SERVICES PROVIDED

1. **Security** - 24 hour alarm system
2. **Electrical** - one 110 outlet per space. Additional requirements will be provided for a fee. **You must provide your own extension cord if needed.**
3. Secure wireless **Internet hook-up is available at a cost of \$25.00.** Internet service is not included in the Youth Trade Show entry fee. Contact the Exhibition Office to register for hook-up.
4. **Booth Drapery** - 8 ft. high Royal blue back drops, 3 ft. high side dividers, 8 ft., 6ft or 3ft. by 30" wide tables available and 2 chairs per 8' X 10' space. Silver table skirting & vinyl table top covers can be rented from the Exhibition Association. All other accessories will be the responsibility of the Exhibitor.
5. **Admissions** - Exhibitor Tags may be obtained during set-up hours.
6. Use of stage for demonstrations and fashion shows (space limited).
7. **Exhibitors Reception** - Saturday, April 17 - 5:00 pm. Courtesy of the Youth Trade Show committee & the PAEX!
8. Canteen available- **Free Coffee** available to all exhibitors wearing their exhibitor tags.
9. **Advertising** will be done through local radio, television, newspaper and internet.

EXHIBIT SPACE

1. Exhibits are to be fully assembled by 3:30 pm, Friday.
2. Displays must not be dismantled until after 5:00 pm Sunday.
3. Committee is not responsible for unattended exhibits.
4. Exhibit walls and dividers shall not be higher than 4 ft. from floor at any point beyond 5 ft. from the back of the exhibit.
5. All booths must be identified -signs shall not be higher than 8 ft. from the floor.
6. **Rugs may be used inside booths but MUST NOT BE TAPED DOWN. Exhibitor(s) is responsible for any damage to floor for any reason.**
7. Exhibitor(s) are responsible for public liability, theft, fire and other insurance on your exhibit and hereby indemnify the Prince Albert Exhibition Association and its sponsors for any such claim or damages.
8. Items easily damaged or stolen should be removed immediately following the show.
9. The exhibitor(s) will conduct their business in a quiet and orderly manner, keep their place neat and clean, deposit all garbage, tin cans, paper, etc., in the garbage receptacles.
10. Exhibitor(s) will not operate any equipment which annoys or interferes with other exhibitors or visitors.
11. Exhibitor(s) will disconnect all electrical equipment and appliances in their booths when show is closed.
12. Exhibitor(s) will not hand out stickers or place flyers on windshields or advertise outdoors on the Exhibition Grounds during this trade show.
13. Exhibit space shall not be sublet, traded or sold without the approval of the committee. The Exhibitor(s) will not conduct, or permit to be conducted, on the space hereby leased, any stand, show amusement or exhibition of any character which does not meet with the approval of the Committee.
14. The PAEX Youth Trade Show Committee reserves the right to cancel this agreement at any time, if, in their opinion, the terms and conditions of this contract are not being observed.
15. The Exhibitor(s) admits having read over this agreement and no agreement exists other than herein contained.
16. Soliciting in booth area only!

THE EXHIBITION CENTRE IS A NON-SMOKING FACILITY

PA EXHIBITION YOUTH TRADE SHOW APRIL 16 - 18, 2010

Please Complete and return with full payment to:
Prince Albert Exhibition Association
Box 1538, Prince Albert, SK S6V 5T1 306-764-1711 FAX: 764-5246 E-Mail:paex@sasktel.net

Please print clearly!!! Print Company Name as it is to appear in all advertising.

Company Name: _____	Contact Person: _____
Address: _____	Email: _____
City: _____	Province: _____
Postal Code: _____	Phone HM: _____
WK: _____	Cel: _____
Booth Preferences: 1 st Choice: _____ 2 nd Choice: _____ 3 rd Choice: _____	

Please note: We can not guarantee booth preference.

Item(s) to be sold or exhibited - include any Brand names (*only items listed will be approved & allowed to be sold*)
Also include Special Requirements, ex. Allergies to scented candles, food, etc. on this application form.

I (We) want stage time for: Fashion show Demonstration (Space is limited. You will be contacted with availability & time)

BOOTH PRICES: For a Regular Booth \$150.00. For a Corner Booth \$175.00 (marked on the map with a C after the Booth #: Exhibitor sells out of two sides of their booth. First come first serve basis.) **If paying by cheque for a Corner Booth write two cheques: \$150.00 & \$25.00 (\$25.00 cheque will be returned if corner booth is unavailable.)**

8' X 10' Booth includes table & chairs (3 different sizes of tables available 8', 6' & 3' at no charge - all tables 30" wide) Indicate # of Tables & Size required: ____ 8' ____ 6' ____ 3' Corner Booth Rental _____ x \$175.00 = _____ <i>If paying by Cheque write 2 cheques: 150.00 & 25.00</i> Regular Booth Rental _____ x \$150.00 = _____ Top/Skirting 6' & 8' Table _____ x \$18.00 = _____ Top/Skirting of 3' Table _____ x \$14.50 = _____ **ALL PRICES INCLUDE G.S.T. ** TOTAL PAYABLE	<p align="center"><u>PAYMENT OPTIONS AVAILABLE</u></p> VISA, MASTERCARD, DEBIT, CHEQUE OR CASH <hr/> CARDHOLDER: _____ <hr/> VISA # _____ <hr/> MC # _____ <hr/> EXP. DATE: _____ <hr/> SIGNATURE : _____
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This application becomes a contract upon Exhibitor's signature and approval by the selection committee. Exhibitor is bound to all rules and regulations of the Youth Trade Show. Full payment must accompany this application.

SIGNATURE OF EXHIBITOR

DATE

No contract will be accepted unless signed by the Exhibitor.

OFFICE USE ONLY

Date Rec'd	Amount Paid
Receipt #	Space #

YOUTH TRADE SHOW

Floor plan - 2010

Dressing Room	11C	12	13	14	15	16	17C	Dressing Room
10C		56C	55C		38C	37C		18C
9		57	54		39	36		19
8		58	53		40	35		20
7		59	52		41	34		21
6		60	51		42	33		22
5		61	50		43	32		23
4		62	49		44	31		24
3		63	48		45	30		25
2		64C	47C		46C	29C		26
1C					Booths - 10' wide by 8' long	Booth #'s with C denote Corner Booth		27
								28
				Main Entrance				
		CANTEEN AREA			STAGE 16' x 16'			