

2020 *Victoria* FALL HOME EXPO



PLEASE SEE ATTACHED COVID-19 GUIDELINES

EXHIBITOR INFORMATION

SHOW LOCATION ► **Pearkes Community Centre, 3100 Tillicum Road**

SHOW DATES AND HOURS
(PUBLIC) ► Friday, October 16 1:00 pm to 9:00 pm
Saturday, October 17 9:30 am to 5:30 pm
Sunday, October 18 10:00 am to 4:00 pm
Doors open for exhibitors **1-hour** prior to show Saturday and Sunday.

SHOW OFFICE ► Located at Show Entrance. Open from 9:00 am on Thursday, October 15 to 4:00 pm on Sunday, October 18.

MOVE IN ► Thursday, October 15 9:00 am to 8:00 pm
Friday, October 16 8:00 am to 12 Noon

No dollies or trollies on Friday. Carry-in only!

NO TAPING TO VENUE FLOORS UNLESS APPROVED BY SHOW MANAGEMENT FIRST!

No helium balloons are permitted on the premises throughout the duration of the show.

MOVE OUT ► Sunday October 18 4:00 pm to Midnight
No exhibitors may commence to dismantle, pack, or remove any part of their exhibit prior to **4:00 pm on closing day.**

PAYMENT OF ACCOUNTS ► Exhibit space must be paid in full by **September 16, 2020.** Show management reserves the right to refuse entry to any exhibitor whose account has not been **PAID IN FULL.**

SIGNS ► Must be professionally made. No signs may be higher than your drapes without Show Management approval.

PRODUCTS EXHIBITED ► Products exhibited are restricted to those products identified and approved on exhibit contract.

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- PARKING** ▶ Exhibitor parking is free in **designated areas only!**
- SMOKING** ▶ As of April 1st, 2015, Pearkes is considered parkland, therefore **NO SMOKING is permitted on the premises, inside or outside in the surrounding area.** Tillicum Mall, Silvercity, and surrounding parking lots are also non-smoking areas.
- FIRE REGULATIONS** ▶ All decorative materials must meet with flame-proofing and other requirements of the Fire Marshall.
- BOOTH LOCATIONS** ▶ Show Management reserves the right to move exhibitors for the overall benefit of the show.
- INSURANCE** ▶ We have \$5,000,000.00 liability insurance and provide security; however, Show Management will not assume any responsibility for the safety of exhibits against theft, robbery, fire, accidents or other mishaps. In all cases, exhibitors must insure their goods, both personal and exhibits, against any such loss.
- EXHIBIT RESTRICTIONS** ▶ Show management reserves the right to restrict those displays that unduly hamper visibility of other displays. At all times, Show Management reserves the right to make final decisions in this regard.
- STAFFING OF EXHIBITS** ▶ Please see enclosed PDF regarding current COVID-19 protocols
- SINGLE BOOTHS** ▶
- 8ft high drapery back wall (registered flame retardant)
 - 3ft high drapery side walls (registered flame retardant)
 - One 750 watt power outlet (CSA approved, installed by Licensed Electrician under permit)
- DOUBLE BOOTHS** ▶
- 8ft high drapery back wall (registered flame retardant)
 - 3ft high drapery side walls (registered flame retardant)
 - One 1200 watt double power outlet (CSA approved, installed by Licensed Electrician under permit)
- TRIPLE BOOTHS** ▶
- 8ft high drapery back wall (registered flame retardant)
 - 3ft high drapery side walls (registered flame retardant)
 - One 1200 watt double power outlet (CSA approved, installed by Licensed Electrician under permit)
- BULK BOOTHS** ▶
- (FOUR BOOTHS OR MORE)
- 8ft high drapery back wall (registered flame retardant)
 - One 1200 watt double power outlet (CSA approved, installed by Licensed Electrician under permit)

ELECTRICAL & DISPLAY SERVICES ► See Evergreen Exhibitions Rental Request Form. Exhibitors are responsible for special requests.

Skirted tables are \$50.00 for the weekend, non-skirted tables are \$30.00; booth carpet is \$0.50/sq. ft. Please email or fax rental form early to ensure availability. A late fee will apply to orders submitted after October 7, 2020.

NOTE

Show Management is not responsible for losses due to labor disputes or criminal activities

CONTACT US ► If you need additional information, please contact:
Darcy Hope at 1-800-471-1112

All of us at Evergreen Exhibitions look forward to working with you to help make this year's Victoria Fall Home Expo a success!

Sincerely,

Darcy Hope
Show Manager

www.HOMESHOWTIME.com

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