

2023 Victoria Home, Renovation & Decor Show



EXHIBITOR INFORMATION & CONDITIONS

SHOW LOCATION ► **Pearkes Community Rec Centre - 3100 Tillicum rd, Victoria BC**

SHOW DATES AND HOURS
(PUBLIC) ►

Friday,	February 24	1:00 pm	to	8:00 pm
Saturday,	February 25	9:30 am	to	5:30 pm
Sunday,	February 26	10:00 am	to	4:00 pm

Doors open for exhibitors **1-hour** prior to show Saturday and Sunday.

MOVE IN ►

Thursday,	February 23	12:00pm	to	9:00 pm
Friday,	February 24	8:30 am	to	12 Noon

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

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

MOVE OUT ► Sunday February 26 4:00 pm to 11:00 pm

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 show date. Show Management reserves the right to refuse entry to any exhibitor whose account has not been **PAID IN FULL.**

DEPOSIT - \$400 per booth due at time of booking

FINAL PAYMENT - Due 31 days prior to show date (January 24, 2023)

PAYMENT METHODS - Cheque, E-Transfer, VISA, MASTERCARD, AMEX
ONLINE @ www.homeshowtime.com/exhibitors/make-payment/

AGREEMENT - By making payment you are agreeing to the terms and conditions set out in this document

- CANCELLATION/REFUND POLICY ▶** Booth cancellation **more than 61 days** prior to show are eligible for a refund of 50% of monies paid.
- Cancellations **61 days or less** to show dates are **NOT** eligible for a refund of any monies paid.
- SHOW CANCELLATION/
POSTPONEMENT ▶** Show Management reserves the right at all times to change the dates/location or cancel/postpone the show outright in cases or circumstances beyond the control of Evergreen Exhibitions Ltd.
- In the event of show cancellation, exhibitors will be refunded monies paid **less** any unrecoverable expenses already paid by show management to suppliers, facilities and contractors.
- PARKING ▶** Exhibitor parking is free in **designated areas only!**
- SMOKING ▶** **NO SMOKING is permitted on the premises, inside or outside in the surrounding area except in designated smoking zones**
- 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.
- ALTERING OF EXHIBITS ▶** Show management reserves the right at any time, without prior notification to alter exhibits, aisles, common carpets, feature size, locations or those exhibits which encroach on other exhibits or common areas and/or pose a safety hazard to the public or other exhibitors. **Show Management's decision in this regard is final**
- STAFFING OF EXHIBITS ▶** It is expected that all booths will have staffing at all times during show hours.
- SIGNS ▶** Must be professionally made. No signs may be higher than your drapes without Show Management approval.
- PRODUCTS EXHIBITED ▶** Products/Services exhibit ed are restricted to those identified and approved by show management in advance.
- SUBLETTING ▶** No exhibitor may sublet any portion of their booth space to another supplier without the express consent of the Show Management.

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

ALL BOOTHS SUPPLIED WITH THE FOLLOWING;

- SINGLE BOOTHS ►
 - 8ft high drapery back wall (registered flame retardant)
 - 3ft high drapery side walls (registered flame retardant)
 - One 750 watt single 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)

NOTE

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

All of us at Evergreen Exhibitions look forward to working with you to make this year's *Victoria Home, Renovation & Decor Show* a success!

Sincerely,

Darcy Hope
President

www.HOMESHOWTIME.com

Campbell River • Comox Valley • Cowichan Valley • Nanaimo • Parksville • Port Alberni
Qualicum • Victoria • Langley • North Vancouver • Tri-City



Evergreen Exhibitions LTD.

P.O. Box 574, Parksville B.C., V9P 2G6

Phone: (250) 248-4440 - Toll Free: 1-800-471-1112 - Fax: (250) 248-0640

Email: info@homeshowtime.com - Web: www.homeshowtime.com

Rental Request

Booth carpet and tables **are optional and not included with a booth rental.** Rental items are available on a first-come, first-served basis. Rental Requests received **after February 10, 2023** will be considered a **Late Order.** *Reminder: Booth space comes with one standard power outlet.*

Note: tables may not be available at the show!

Rental Items	Pre-Show Discount	Late Order (After Feb 10)	Quantity	Amount
6' Table non-skirted	\$30.00	\$40.00		
8' Table non-skirted	\$30.00	\$40.00		
6' Table skirted (top with skirt three sides)	\$50.00	\$60.00		
8' Table skirted (top with skirt three sides)	\$50.00	\$60.00		
Carpet	\$0.50 sq ft	\$0.60 sq ft		
Double Floodlight on Stand	\$25.00	\$30.00		
Additional power options	Please contact us		for options.	
TOTAL DUE (PST & GST will be added to invoice)				

Please complete the following before emailing or faxing:

Name of Show Attending: Victoria Home, Renovation & Decor Show (February 24-26, 2023)

Company Name: _____

Contact: _____

Phone: _____

Credit Card: _____

Expiry Date: _____

Name on Card: _____

Rental fees are subject to 5% GST and 7% PST and will be added to your invoice!

Cheque Charge to my Visa/MC

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Promotional Opportunities

Each exhibitor booking automatically included in the list of exhibitors printed in the local newspaper and on the show webpage the week of the show. There are three additional opportunities available for exhibitors to promote themselves before and during the show. ***They are optional and not included with booth rental.***

Promotional options are available on a first-come, first-served basis.

<p>Featured Exhibitor – Limited Availability! <i>Make your booth listing stand out</i></p> <ul style="list-style-type: none"> ▪ Bolded company name, phone number, and website printed in colour, with booth number in colour on show map 	<p>\$50/show</p>
<p>Premier Exhibitor – Only 6 Spots Available! <i>Showcase your brand leading up to the show</i></p> <ul style="list-style-type: none"> ▪ Full colour logo included on all full page ads for specific show, and logo linked to your website on Event page at www.homeshowtime.com, as well as featured exhibitor benefits 	<p>\$350/show (Victoria ONLY) \$200/show (all other shows)</p>
<p>Bag Sponsorship – One Spot Available Per Show! <i>Distribute bags with your company brand to attendees</i></p> <ul style="list-style-type: none"> ▪ Conditions apply, please enquire for details 	<p>\$250/show</p>
<p>Door Prize Sponsor – One Spot Available Per Show! <i>Supply Grand Door Prize to show attendees</i></p> <ul style="list-style-type: none"> ▪ Conditions apply, please enquire for details 	<p>\$500+ value/ show</p>

Promotional fees are subject to 5% GST and will be added to your invoice!

Limited Availability – Act Now! To secure your enhanced listing, please contact adminhomeshowtime@shaw.ca or 1-800-471-1112 today.