

Evergreen Exhibitions

Promotional Opportunities

Each exhibitor booking is automatically included in the list of exhibitors printed in the local newspaper and on the show webpage the week of the show. There are four 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.

Featured Exhibitor – Limited Availability! <i>Make your booth listing stand out</i> <ul style="list-style-type: none"> Bolded company name, phone number, and website printed in colour, with booth number in colour on show map 	\$50/show
Premier Exhibitor Limited Availability! <i>Showcase your brand leading up to the show</i> <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 (above) 	\$200/show
Supplemental Newspaper Ads <i>Full Colour ad on back page of show wrap around local Newspaper(s), circulated week of show and handed out at event</i>	1/2 Page - \$300 Full Page - \$500
Door Prize Sponsor – Limited Availability Per Show! <i>Supply Grand Door Prize to show attendees</i> <ul style="list-style-type: none"> Includes promotional benefits on show advertising/webpage etc <ul style="list-style-type: none"> Conditions apply, please enquire for details 	\$250+ prize value

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.

Rental Request

Booth carpet and tables ***are optional and not included with a booth rental.*** Booth carpet and table rentals are available on a first-come, first-served basis. Rental Requests received **after September 12, 2025** will be considered a **Late Order**.

Note: tables may not be available at the show!

RENTAL ITEMS	Pre-Show Discount	Late Order (After Sept 12)	Quantity	Amount
6' Table non-skirted	\$30.00	\$40.00		
6' Table skirted (top with skirt three sides)	\$45.00	\$55.00		
Carpet	\$0.50 sq ft	\$0.60 sq ft		
TOTAL DUE (PST & GST will be added to invoice)				

Please complete the following before emailing:

Name of Show Attending: Comox Valley Fall Home Show (September 19-21, 2025)

Company Name:

Contact: **Phone:**

Credit Card: **Expiry Date:** CVV

Name on Card:

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

☐ E-Transfer after receiving the invoice

☐ Charge to my Visa/MC

2025 Comox FALL HOME SHOW



EXHIBITOR INFORMATION & CONDITIONS

SHOW LOCATION ► **Comox Recreation Centre - 1855 Noel Ave, Comox BC**

SHOW DATES AND HOURS
(PUBLIC) ► Friday, September 19 1:00 pm to 6:00 pm
Saturday, September 20 9:30 am to 5:30 pm
Sunday, September 21 10:00 am to 4:00 pm
Doors open for exhibitors **1-hour** prior to show Saturday and Sunday.

MOVE IN ► Thursday, September 18 3:00 pm to 8:00 pm
Friday, September 19 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 September 21 4:00 pm to 8:00 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 - \$250 per booth due at time of booking

FINAL PAYMENT - Due 31 days prior to show date (August 19, 2025)

PAYMENT METHODS - Cheque, E-Transfer (adminhomeshowtime@shaw.ca),
VISA, MASTERCARD, AMEX by phone or ONLINE @ [www.homeshowtime.com/
exhibitors/make-payment/](http://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 Management reserves the right to cancel bookings and retain monies preciously received for those accounts not paid after one week of a shows final payment due date.
- 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 WI-FI AND 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 ►
 - 8ft high drapery back wall (registered flame retardant)
 - One 1200 watt double power outlet (CSA approved, installed by Licensed Electrician under permit)
- (FOUR BOOTHS OR MORE)

*** No Popcorn Machines or Helium Balloons without show management approval ***

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 Comox Fall Home 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