



P.O. Box 5244

High River, AB

T1V 1M4

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Registration Contract

23rd Annual **2012 Trade Show**

Connecting people with Businesses

Date: April 27 & 28, 2012

Show Times Friday 5:00 PM –9:00 PM

Saturday 9:00AM 5:00 PM

Place:

Bob Snodgrass Recreation Complex

228 12 Avenue SE

High River, AB

Show Promotions

- Radio Advertising
- On air interviews - Radio Promotions
- Newspaper
- Exhibitors Show Guide - An Event not to be missed

Welcome to our 23th Annual Trade Show

High River & District Trade Fair - April 27 & 28 2012.

The High River & District Chamber of Commerce Board of Directors is very pleased once again to coordinate the **2012 Trade Fair**. We hope that this year's showcasing of products and services will

prove to be a very exciting and diversified experience for everyone. As in previous years, the trade fair has continued to prove to be a great source of entertainment for the whole family and has allowed businesses to promote themselves to the public.

Once again you are cordially invited to participate.

High River Chamber of Commerce Board of Directors.

Set up & Tear Down

Set up: Friday 9:00Am – 3:00 PM

Set up must be completed no later than 3:00PM

Doors open to the public at 5:00 PM

Take Down: Saturday 5:00 PM

Due to exhaust fumes, we request that any Exhibitor with gas powered machinery do not remove their machinery until other exhibitors have all moved out.

Show Features:

- Friday night Exhibitors Social 9:00PM
- Networking opportunities
- 24 hour security

Register early with payment to avoid disappointment

There are several good reasons why you should participate.

- Maintain an image and initiate contact with potential customers
- Introduce and promote your business & products in a fun environment
- Offer an opportunity for customers to bring their technical problems and get solutions
- Identify new applications for existing products
- An opportunity to relate to your competition
- Demonstrate interest in Economic Development

Terms and Conditions

1. **Allocation of space will be on first come first serve basis. To avoid disappointment and conflict of interest the High River Chamber of Commerce reserves the rights to allocate booth space.**
2. **Payment Schedule: A full payment or deposit must accompany registration. No exhibitor will be permitted to move in until the rental for the space has been paid. We require a non-refundable deposit of half the booth cost at the time of registration or full payment.**
3. **Cancellation: Cancellation of space must be made in writing and received no later than two weeks prior to the show. All cancellations are subject to a non-refundable cancellation fee of \$200.**
4. **Fire Regulations: All rules and regulations relative to Public Buildings as prescribed by the Town of High River Fire Department must be adhered to. No explosives or flammable substances will be allowed.**
5. **Damage & Liability: Exhibitors are responsible for any damage caused by themselves or their**

representatives to the facility, Town of High River or to the Display Company equipment. Neither the High River Chamber of Commerce nor the Town of High River Recreation Complex will be responsible for injury.

6. Restrictions: Booths must be maintained in a neat and orderly manner throughout the show. The Show Manager reserves the right to forbid or restrict exhibits that for any reason may cause safety hazards or are objectionable. Show management request that food products conform to all Food Health and Safety regulations. In the event that it becomes necessary to evict an exhibitor; management will not be liable to refund the exhibit space rental or any other expenses incurred by the exhibitor.

7. The exhibitor agrees to abide by all terms and conditions adopted by the management in the best interest of the Trade Show. The management shall have the final decision in adopting any terms or conditions that is deemed necessary prior to, during or after the show.

Your Booth will be supplied with:

- An electrical outlet
- 8 ft high back wall drape
- Two 4ft high side wall drapes
- One skirted table (4ft, 6ft or 8ft)
- 2 chairs
- Booth carpeting

Booth Sizes: See Map

Regular Booth 10ft x 8 ft deep \$440.00 GST included

Corner Booths 15ft x 8 ft deep \$525 GST included

Super Booth 20ft x 8 ft deep \$756.70 GST included

Notes:

Aisle carpeting is red, booths draping Black & White

Exhibitors are allowed to sell product, do draws and hold giveaways.

Registration Form: To Confirm your space please enclose a check, along with your business card for the show guide.

Company: _____

Contact Person: _____

Address: _____

Telephone: _____ Fax _____ e-mail _____

Signature : _____

Method of Payment: Check, Visa or Mastercard

Visa # _____ Exp date: _____ Cardholder Name: _____

Please reserve booth number: 1st choice _____ 2nd choice _____ 3rd choice _____

Please specify Table size: (4ft) _____ (6ft) _____ (8ft) _____

Need more than one table? _____ Add \$25 /each additional table

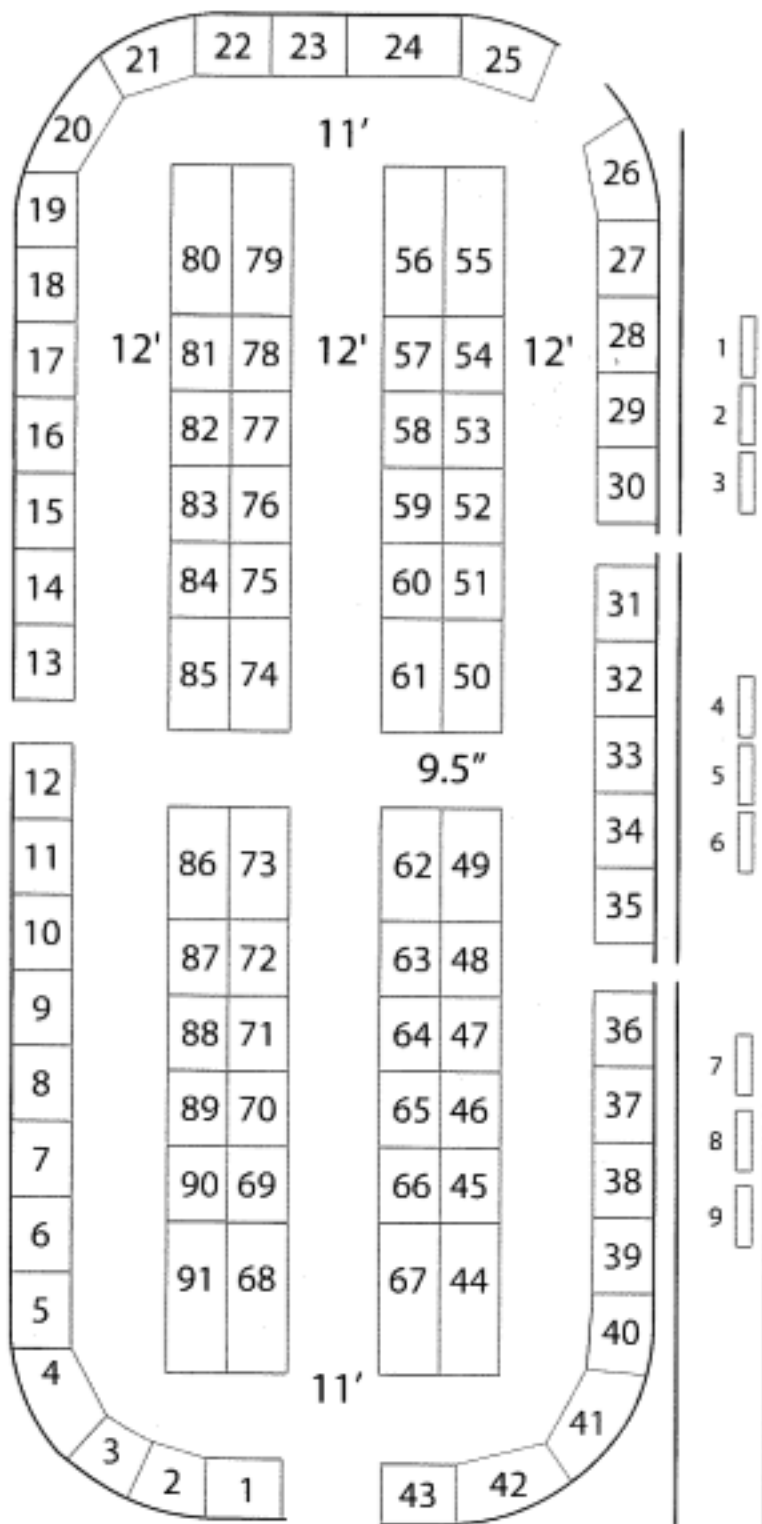
Please make: Check Payable to: High River Chamber of Commerce

P.O. Box 5244

High River, AB T1V 1P9

Telephone contacts Lynette: 652-3336

Prior to selecting your booth please contact our office as some of the booths have been pre-booked at last year's show.



**HIGH RIVER
ARENA**

High River Chamber of Commerce
Trade Fair Layout