



## RULES AND REGULATIONS FOR EXHIBITORS

1. "Exhibition" shall mean the Cowichan Exhibition held in the year in respect of which application is made. "Exhibitor" shall mean the person's who signs the application together with the person's on whose behalf he/she signs.
2. The Exhibitor shall not assign, sublet, or part with possession of the area, or part thereof, without prior written permission of the Cowichan Exhibition Officials.
3. Outdoor applicants must be set up on Thursday, Sept. 7<sup>th</sup>, between 11 am and 9 p.m. Indoor applicants can set up Wednesday, Sept. 6<sup>th</sup>, between 10 am and 9 p.m. and Thursday, Sept. 7<sup>th</sup> between 10 am and 5:30 p.m. All vendors' stalls shall be kept clean, tidy, and free from rubbish, debris, and unused materials at all times. After 6 p.m. on Thursday, Sept. 7<sup>th</sup>, only officials and judges will be allowed in the display hall.
4. **Deposit payment** must be made at time of entry or by **July 1st, 2017**.
5. Two (2) three - day passes are included free of charge for each booth, passes must be picked up from the Exhibition office prior to Friday Sept. 8<sup>th</sup>; vendors will not be allowed access to the Fair without a bracelet. Additional passes are available from the Exhibition office - 3 day pass is \$23 or 1 day pass for \$8.
6. No vehicles may be parked on the Exhibition Grounds during the fair.
7. Exhibitors their agents, Employees and Representatives shall operate strictly within the limits of their area and shall not in any way operate in such manner as to be a nuisance or annoyance to the public or other Exhibitors.
8. No advertising of any kind may be distributed by the Exhibitor outside of his area nor may advertising matter be distributed which may be considered objectionable in the opinion of the Directors of the Cowichan Exhibition.
9. Exhibitors may conduct Free Draws from their area, providing that all parts of draw tickets used shall have printed thereon the name of the company conducting the draw. Also, that the Exhibition be given the names of the winners, and that the Exhibitor may sell their products from their allotted area. NO solicitation for donations of any kind may be made. "NO RAFFLES ALLOWED!" Without prior permission from the Board of Directors.
10. If any Exhibitor requires more electrical power than can be taken from the outlets, all-necessary installations for electrical power supplied to the space must be at the expense of the Exhibitor.
11. NO flammable material or open flame is to be used for demonstration.
12. All machinery in motion at exhibit liable to cause accident, injury or damage to person's or property coming in contact with, shall be adequately guarded and protected to prevent the public from coming in contact therewith or from any danger or damage arising there from. NO KEYS to be left in the ignition of Vehicles, Tractors or Machinery. Every Exhibitor shall indemnify the Cowichan Exhibition and save the Cowichan Exhibition harmless of all costs, claims, demands, charges and expenses that so ever which may incur, suffer or to be put to reason of accidental death or any personal injury or damage to personal property suffered by reason of machinery or other Exhibit used by an Exhibitor. The Exhibitor shall defend any and all actions and pay all legal charges, expenses arising.
13. Whilst the Cowichan Exhibition will take reasonable precaution to ensure the safety of property and materials brought upon the Exhibition premises the Exhibition shall not be liable in any way whatsoever for an damage, loss, injury from any cause whatsoever which may be sustained by an Exhibitor.
14. It is required that, the Exhibitor provide proof of at least \$2,000,000.00 of General Public Liability insurance. A copy of the insurance certificate naming the Cowichan Exhibition must be attached to the signed contract. On site coverage is available through the Exhibition office for a minimal fee.
15. It's recommended that the Exhibitor have attendants in their booth for adequate protection of goods on display.
16. No Exhibit may be removed or dismantled prior to 4 p.m. on Sunday, Sept. 10<sup>th</sup>, 2017.
17. **Booth space doesn't include tables and chairs. Rental tables & chairs are available with advance notice.**
18. **Booth rentals spaces are not confirmed until Deposit payment has been paid to the Cowichan Exhibition.**

**Cowichan** EST 1867  
**EXHIBITION**



T 250.748.0822 F 250.597.2670 | 7380 TRANS CANADA HWY DUNCAN, BC V9L 6B1 | WWW.COWEX.CA COWEX@SHAW.CA

PLEASE FILL OUT FORM AND RETURN WITH A COPY OF PUBLIC LIABILITY INSURANCE.  
Cowichan Exhibition Contract

FIRM NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CELL: \_\_\_\_\_

CITY: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

DESCRIPTION OF PRODUCTS ON DISPLAY: \_\_\_\_\_

POWER REQUIRED (1-20 amp or none) \_\_\_\_\_

Please check off requested booth location below:

Booth Size	Location	Cost	Including TAX	Requested Location
10' x 10'	Mellor Hall	\$375.00	\$393.75	
10' x 10'	Hall Overhang	\$375.00	\$393.75	
10' x 10'	East lot	\$350.00	\$367.50	
10' x 10'	West Lot	\$350.00	\$367.50	
40' x 40'	Lower Field	\$475.00	\$498.75	

**50% DEPOSIT PAYABLE AT TIME OF APPLICATION- BALANCE PAID IN FULL BY JULY 1, 2017.**

**Exhibition Hours:**

Friday 9:00 am – 10:00 p.m. Saturday 9:00 am – 10:00 p.m. Sunday 9:00 am - 4:00 p.m.

The undersigned agrees to the conditions of "RULES AND REGULATIONS FOR EXHIBITORS" (attached)

Signature of Exhibitor: \_\_\_\_\_ Date: \_\_\_\_\_

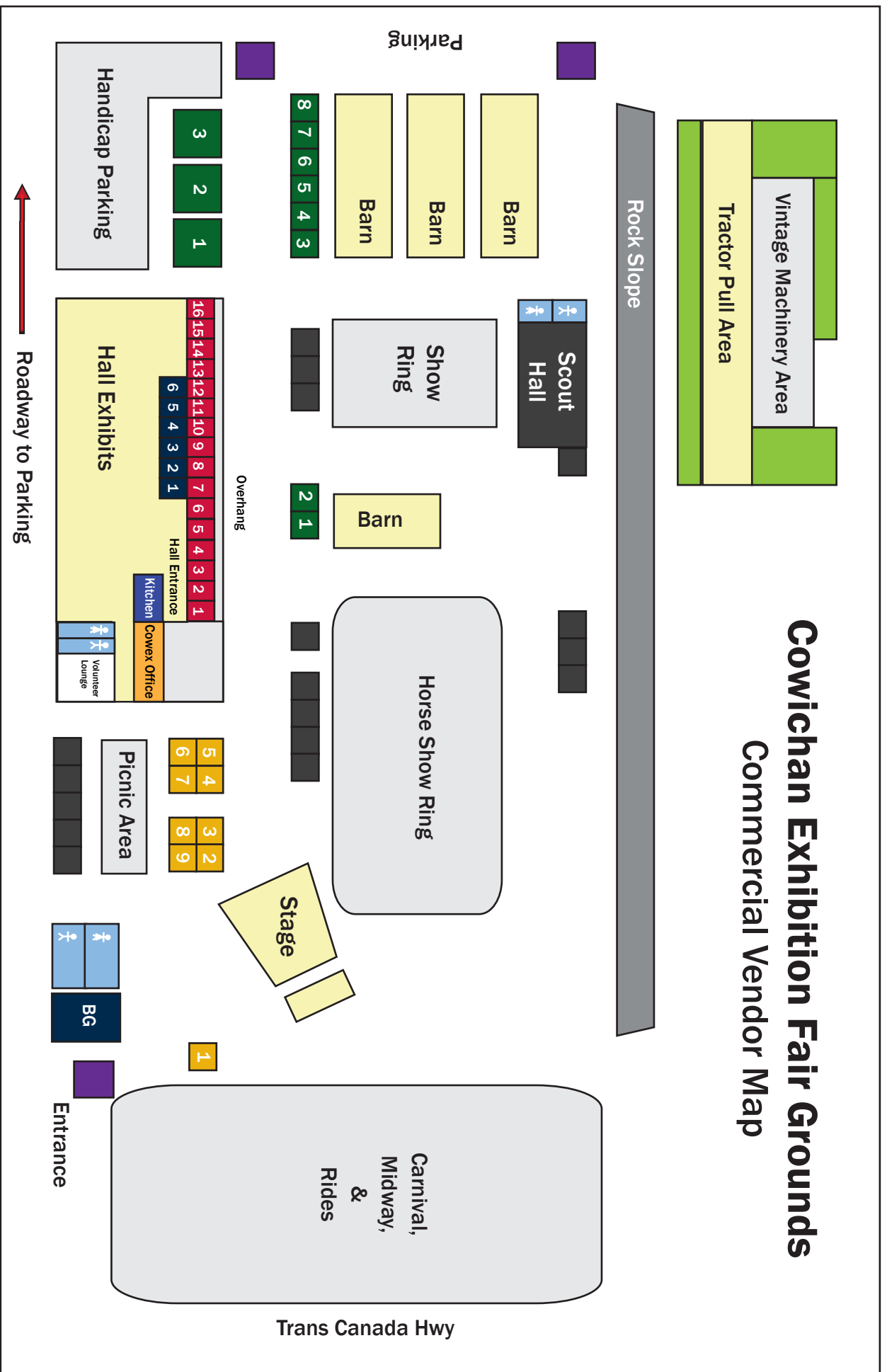
For office use only:

Deposit Amount	\$ _____	Final Payment:	\$ _____
Date Received:	_____	Date Received:	_____
Receipt:	# _____	Receipt:	# _____
Proof of Insurance:	_____		

Please make cheque payable to Cowichan Exhibition. Mail to 7380 Trans Canada Hwy, Duncan, BC V9L 6B1

# Cowichan Exhibition Fair Grounds

## Commercial Vendor Map



**Commercial Vendor Stalls**

- Mellor Hall
- West Lot
- Lower Field
- Concessionaires
- Hall Overhangs
- Bathrooms
- East Lot
- Gates



Join us for the 147th Cowichan Exhibition  
 September 11th, 12th & 13th, 2015  
 To register please call Shari at the Exhibition  
 office 250-748-0822 or email  
[cowex@shaw.ca](mailto:cowex@shaw.ca)