



ABBOTSFORD AGRIFAIR
"Old...New...Growing with YOU!!"
Celebrating our 100th FAIR!
July 29 – August 2, 2010

Dear Exhibitor:

Enclosed please find your 2010 exhibitor application. We hope that you will join us as we celebrate our 100th FAIR!!

Abbotsford Agrifair, a 100 year tradition, offers exhibitors from all over the lower mainland and beyond an opportunity to showcase their products to over 40,000 patrons in five days!

The indoor exhibitor area, known as Pride of the Valley, was sold out in 2008 and 2009. This venue is for small businesses, crafters, farmers, and the agriculture industry to introduce, promote, educate, demonstrate, and sell product.

We are continuing with two outdoor exhibit areas. "Vendor Lane" located on the upper grounds on black top and "KidZone" exhibit space catering to kids of all ages! KidZone is located on the lower grounds in the grassy area.

Concessionaires saw a grassy area provided by Mother Nature and this year we have some beautiful trees added. The layout is underway and we are planning to go back to the "U – shape" with all vendors facing inwards, as in 2008.

Please review the attached information carefully as it contains important guidelines. There are some changes this year as we streamline the application process.

If you have further questions please contact me at 604-852-6674 or email at agrifair@telus.net. I look forward to receiving your application and don't forget about the booth decorating contest coinciding with our theme.

Sincerely,

MJ KISH

Melanie Kish
Concession & Exhibit Space Sale Coordinator

RETURN YOUR APPLICATION and PAYMENT BY MAIL TO:

Abbotsford Agrifair
PO Box 2334
Abbotsford, BC
V2T 4X2

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NEW Fair Hours:

Thursday, Friday & Saturday	10:00 am - 10:00 pm
Sunday	8:00 am - 10:00 pm
Monday	10:00 am - 5:00 pm

Indoor (Pride of the Valley venue) Exhibitor Hours:

Thursday, Friday & Saturday	10:00 am - 10:00 pm
Sunday	10:00 am - 10:00 pm
Monday	10:00 am - 5:00 pm

Outdoor Exhibitor Hours:

Thursday, Friday & Saturday	10:00 am - 10:00 pm
Sunday	10:00 am - 10:00 pm, optional early open
Monday	10:00 am - 5:00 pm

Concessionaire Hours:

Thursday, Friday & Saturday	10:00 am - 10:00 pm
Sunday	10:00 am - 10:00 pm, optional early open
Monday	10:00 am - 5:00 pm

Optional 8 am open on Sunday August 1 for OUTDOOR exhibitors ONLY

MOVE IN & MOVE OUT TIMES

Changed for 2010

Move In / Set Up

Indoor Exhibitors (Pride of the Valley)

DATE	July 27	Tuesday	TIME	10 am to 7 pm
DATE	July 28	Wednesday	TIME	10 am to 9 pm

Outside Exhibitors & Concessionaires

DATE	July 27	Tuesday	TIME	10 am to 7 pm
DATE	July 28	Wednesday	TIME	10 am to 9 pm

Move Out / Tear Down

Indoor Exhibitors (Pride of the Valley)

DATE	August 2	Monday	TIME	5 pm to 9pm
DATE	August 3	Tuesday	TIME	9 am to 5pm

No vehicle move out on site until 6 pm

Outside Exhibitors & Concessionaires

DATE	August 2	Monday	TIME	5 pm to 9pm
DATE	August 3	Tuesday	TIME	9 am to 5pm

No vehicle move out on site until 6 pm

Move In / Set Up for Concessionaires: please note you will be given a specific date and time depending on booth location

No move in on Thursday July 29, day one of the Fair!!!!

This applies to ALL indoor & outdoor exhibitors & concessionaires

Restocking of booths ~ times to be confirmed

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Attention ALL exhibitors!! Got creativity??

Announcing the 4th Annual BOOTH DECORATING CONTEST. Please decorate your booth to match our theme, as above.

Prizes

- 1st - \$300 credit towards booth in 2011
- 2nd - \$150 credit towards booth in 2011

2009 winners for 2010 discounts were:

Indoor Exhibitor:

- 1st – Nature’s Own Soap
- 2nd - Discovery Toys

Outdoor Exhibitor:

- 1st – Grizzly Kettle Corn
- 2nd – Laughing Stock Ranch

General Exhibitor Information:

- Booths **MUST** be manned at all times during operating hours
- A copy of your insurance plan (minimum **\$2,000,000** liability) must be provided. Abbotsford AGRIFAIR, City of Abbotsford and School District #34 **must be added as additional insured's**.
- Passes will include: 15 one day drop passes and 3 parking passes (valid all 5 days)
- **NO PASS NO ENTRY**
- Additional passes are available at the office for a reduced fee
- All products & services offered for sale must be preapproved by Agrifair
- All prize draws &/or giveaways must be preapproved by Agrifair
- Sunday August 1, gates open at 8:00 am for the free pancake breakfast; concessions & outdoor exhibitors are not required to open early but may do so if they choose
- We will not consider applications for the following:
 - Obscene or offensive products (as determined by Agrifair management)
 - Pocket knives, guns, or drug paraphernalia
 - Raffles and/or solicitation of funds on behalf of charitable or non-profit organizations
 - Products not C.S.A. approved and counterfeit (knock offs) products
- Security is on site 24 hours a day, starting Monday July 26



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Minimum Indoor & Outdoor Booth Expectations

- All signs must be professional lettered. Hand written signage is not allowed
- Booths should be equipped with fire extinguishers
- Have realistic objectives. The number of qualified staff, point of purchase, marketability of your product, and aesthetics of your booth and display will dictate your overall success more than the number of visitors who will walk past you booth
- No tarping of booths is permitted during Fair hours

Minimum Food Concession Expectations

- Food Safe permit must be displayed on site
- Prominent hand wash signage must be displayed
- Concession stand & equipment must meet all electrical, plumbing and gas regulations
- **Concession units must have the Fraser Health Authority approval.** Fraser Health Authority forms to be submitted to Agrifair who will then submit to Fraser Health
- **We encourage compostable plates, cups & cutlery** available from BSI Biodegradable Solutions 604-630-5115, or your own supplier
- **We encourage kids & senior meals**
- All tents that have heat sources/cooking under are to be fire treated/tagged
- All stand alone stove/burners to be installed on a base and not directly over the ground
- Propane tanks must be secured and located away from cooking/heat devices
- Concessions need to ensure that freezers & fridges kept behind trailers are on platforms– not on grass or dirt
- Freezers must be locked at all times
- 5 pound 2A10BC multipurpose extinguishers are required in all booths with cooking/heating
- All commercial cooking units (deep fryers/grill etc)in trailers/trucks to have:
 - automatic (UL300 rated) suppression systems and K Type portable extinguisher
 - Non-combustible hoods that have been cleaned/serviced and tagged by a trained/certified person/company within the past 6 months
 - Hood fans are required to have filters installed at all times
- **Expect daily audits by M Kish**
- **Approved Cash Registers**

A complete and detailed License Area Conditions & Agreement will be forwarded to you upon acceptance of application.

