

Abbotsford Agrifair

Since 1911

July 31 to August 2, 2020

- This application is **NOT for food vendors**, use the Concessionaire Application
- This application in no way implies or guarantees that space will be offered to you.
- All applications are subject to review and approval.
- **Accepted applicants understand that early move out is not permissible, any vendor found closing or abandoning their booth before SUNDAY at 9pm will have their credit card charged \$100 and will NOT be invited to participate at Agrifair in the future.**

**PLEASE SUBMIT ONE APPLICATION PER BOOTH
FULL PAYMENT MUST ACCOMPANY THIS APPLICATION**

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SECTION ONE: INFORMATION

GST Number: _____ WorkSafe BC # _____
(required information, indicate if not applicable)

SELECT BOOTH PREFERENCE INDOOR or OUTDOOR
PLEASE PRINT CLEARLY

Business Name: _____

Contact Person: _____

Address: _____

City: _____ Postal Code: _____

Phone Numbers: Office _____ Home _____

Cell: _____ Fax: _____

Email PRINT CLEARLY: _____

THE LICENSEE HEREBY AGREES TO THE TERMS, CONDITIONS AND RULES OF THIS APPLICATION. Complete **entire** application – failure to do so will cause the application to be returned.

Date of Application

Signature of Licensee

Date Received

Abbotsford Agrifair

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SECTION TWO: SPACE REQUIREMENT

Prices are listed on page 4

A) Indoor space is sold in 10 feet deep x 10 feet wide “bare bones” plots. Booth prices by size (measured in feet; depth x length). Pipe & drape will be supplied as a backdrop with a 4 foot side wall. Discounts are given for increased sizing. **Booth Placement at the discretion of Agrifair**

B) Outdoor space is sold by frontage foot, minimum 10 feet wide. **We do not supply tents for any booths.**

C) Does your booth require power: Yes _____ No _____

Basic Power

One 15 AMP single phase receptacle/circuit = \$90 + tax Yes _____ No _____ (one outlet which will run two items, up to a TOTAL wattage of 1500 watts, this can be calculated by adding up the labels on the equipment)

One 20 AMP single phase receptacle/circuit = \$100 + tax Yes _____ No _____ (one outlet which will run two items, up to a TOTAL wattage of 2000 watts, this can be calculated by adding up the labels on the equipment)

NOT SURE?? Just let us know that you need power - Agrifair’s electrician will notify the office of your ACTUAL power usage, therefore your power fees are subject to change.

D) Insurance – NOTE Agrifair is no longer able to assist with insurance

All vendors are required to provide insurance listing the Abbotsford Agrifair, City of Abbotsford and School District 34. Insurance not required until application is approved.

E) Will your booth include sampling? Yes _____ No _____

If YES, Fraser Health Authority application may be required

Description: _____

SECTION THREE: BOOTH DESCRIPTION COMPLETE IN FULL even if you have been to Agrifair in the past.

- Describe your booth: include signage, lighting, design of display and complete product list, direct sales, exhibit only, promotional
- Include color photo of booth
- All items listed are subject to Agrifair’s approval, Agrifair reserves the right to refuse any item
- Price range of products, if applicable
- **Any Raffles & Draws must be pre-approved by Agrifair by June 1st. Description**

BOOTH DESCRIPTION OR PHOTO _____

continued

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SECTION FOUR: HISTORY

Have you exhibited at AGRIFAIR before? Yes _____ No _____ Year: _____

Under what name did you last exhibit? _____

Exhibit experience:

Venue: _____ Year: _____

Venue: _____ Year: _____

SECTION FIVE: TERMS Vendors closing or leaving their booths before move out SUNDAY at 9pm will have their credit card charged \$100

By signing this application, applicant agrees to terms as per move out conditions.

Full Payment required with application and accepted by:

Cheque, Visa/MasterCard, OR E-Transfer to agrifair@telus.net

Amount Enclosed \$ _____ Method of Payment _____

A Credit Card is required for administration file, as per early move out charges.

If payment is by Visa or Master Card:

PLEASE PRINT: Name of Card Holder: _____

MUST BE SIGNED Signature of Card Holder: _____

Card Number: _____

Expiry Date: _____

3 digit code on back of card: _____

Submit application and payment to:

Abbotsford Agrifair
Box 2334
Abbotsford, BC V2T 4X2

Refund Deadlines:

50% booth refund before June 14th
No refunds after June 15th

NO REFUNDS if Exhibitor is noncompliant with Abbotsford Agrifair rules and regulations as set out in the License Area Agreement (contract). License Area Agreement mailed out after application is approved.

Agrifair office: Phone: 604-852-6674

Fax: 604-852-6631

Email: agrifair@telus.net

continued

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BOOTH FEE CALCULATIONS

LOCATION	PRICE BREAK DOWN		
INDOOR or OUTDOOR circle one	Prior to May 31st	June 1st to July 1st	After July 2nd
10 x 10 space (depth x width)	\$450	\$525	\$700
10 x 20 space	\$850	\$1000	\$1200
additional fee for corner space, if available	\$100	\$200	\$200
larger spaces negotiated upon request. Call Melanie at 604-852-6674 or email agrifair@telus.net			
Power	Prior to May 31st	June 1st to July 1st	After July 2nd
Basic 15 amp	\$90	\$90	\$125
Basic 20 amp	\$100	\$100	\$135
Basic 15 plus 15	\$125	\$125	\$150
Basic 20 plus 20	\$150	\$150	\$175
GST			
5% applicable to all of the above	5%	5%	5%

Vendors closing their booths before move out, Sunday 9pm, will have their credit card charged \$100 Credit Card is required for your file, as per early move out charges.

Exhibit Space Calculation - based on application date
Booth Space Fee
Power Fee
NEW – Access to the FAIR Lounge, located upstairs in the Family bldg. Enjoy a buffet plate of food for \$10. Ticket purchase in advance required. Limit 3 per 10x10. Contact office with questions
Subtotal
GST
All Credit Card payments add 3%
GRAND TOTAL DUE

FOR OFFICE USE ONLY:

Amount received \$ _____

Method of Payment _____

(Cash, Visa, MC, Cheque, Money Order, **E-transfer**)

Receipt # _____

Space # _____

continued

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General Information Guide for Exhibitors

1. The allotment of space shall be at the discretion of the Agrifair.
2. Licensees will NOT be permitted to sublet the space allotted to them, or any portion thereof. The Licensee will not use space for any other purpose than that shown on the contract. Any breach of this clause will mean forfeiture of space allotted and no refund will be issued.
3. **No move in** on Friday July 31, day one of the Fair

MOVE IN Times for Exhibitors

Date	July 29	Wednesday	Time	3 pm to 6 pm
Date	July 30	Thursday	Time	10 am to 6 pm

Move OUT Times for exhibitors

Date	August 2	Sunday	Time	11 pm
Date	August 3	Monday	Time	9 am to 3 pm

Gate Hours – NEW open time

Date	July 31, Aug. 1 & 2	Time	9 am to 10 pm
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Fraserway RV Family Fun Building Hours (indoor exhibitors):

Date	July 31, Aug. 1 & 2	Time	9 am to 9 pm
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FAIR HOURS– NEW open time

Date	July 31, Aug. 1 & 2	Time	9 am to 11 pm
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Move In check point is in the foyer of the Fraserway RV Family Building. All passes and required information will be distributed at check in point. All exhibits must be completed and approved by AGRIFAIR before 9:00am on Friday July 31. All Booths shall be open by opening time and shall remain open and manned until closing time every day regardless of weather conditions or attendance; unless written permission is received from the Event Manager.

THERE WILL BE ABSOLUTELY NO VEHICLES PERMITTED ON SITE DURING FAIR HOURS.

4. If a Licensee fails to occupy the space allotted to them by 6:00 pm on Thursday July 30 the AGRIFAIR will assume that the Licensee has decided not to attend, and the space will be allocated to someone else. No refund of rent paid will be made.
5. Once approved, Signed License Area Agreements along with insurance are due no later than July 20, 2020.
6. The Licensee shall adhere to the British Columbia Labour Act, and to local ordinances pertaining to health, fire and gas.
7. The Licensee shall maintain their space and area surrounding the License Area in a neat and clean condition.
8. Each Licensee will be allotted one weekend parking pass and one three-day wristband, plus six one day admission passes including parking. Additional passes may be purchased from the office.
9. A booth number for indoor exhibitors will be assigned and must always be clearly posted.