

# THE NORTH POLE EXPO - CONTRACT

Carmen's Banquet Centre

1520 Stone Church Rd. E. Hamilton, Ontario L8W-3P9

Sunday, November 22<sup>nd</sup>, 2020, 10:00 a.m. - 4:00 pm

The vendor fee per space is **non-refundable**. Aisle tables are \$150, wall tables are \$200. Applications are accepted until the deadline of November 1<sup>st</sup>, 2020. Maximum of 2 people will receive name tags and be admitted at no charge FOR EACH PAID APPLICATION. All others must pay full admission price.

**Note: NO REFUNDS for any cancellations.**

1. The event runs from 10:00 a.m. until 4:00 p.m. - Set up time is at 7:00 a.m. – VENDORS ARE TO BE SET UP BY 9:00 AM. (Vendors who don't assemble on time will not be permitted to join future shows)
2. All tables must be skirted to the floor and skirts WILL be provided by Carmen's Banquet Centre. If you have your own tablecloth, you can place it over top of the one provided. Table clothes provided by Carmen's are to be left behind after the end of the show. Any tablecloths missing at the end of the show will be charged a \$75.00 replacement fee that will be held responsible to the vendor table that the cloth is missing from. These table clothes are for the show use only and are property of Carmen's Banquet Centre. \_\_\_\_\_ **INITIALS**
3. No children under twelve are permitted behind the tables. (Any exceptions will have to be approved by The North Pole Expo in advance).
4. Carmen's Banquet Centre staff and The North Pole Expo staff reserve the right, to ask any vendor or party of the vendor to leave the grounds if regulations are not met. This includes any confrontations between sponsors, vendors, or event attendees. Refunds will not be made to anybody due to any confrontation. We also reserve the right to ask you to remove any items we find objectionable or offensive.
5. Each vendor must provide pictures of their product, a website or other business pages to determine how their product might be displayed at the show.
6. **Nothing can be glued, taped, or tacked on the walls.**
7. The North Pole Expo or Carmen's Banquet Centre may not be held liable for any type of damages, loss or theft of items belonging to vendors. ALL vendors assume full responsibility for their items.
8. No burning of candles will be permitted in the venue.
9. Vendors are not permitted to disassemble their booth before the Expo's conclusion.

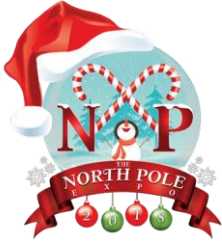
Please sign the attached form and submit payment to reserve your table through Interac E-transfer (thenorthpoleexpo@gmail.com)

PASSWORD IS: northpole (all one-word lower case) We will not accept other passwords \* PAYMENT IS ONLY TO BE SENT ONCE VENDOR IS APPROVED BY THE NORTH POLE EXPO COMMITTEE.\*

*Once form is printed and signed email the downloaded file to our email or take a photo and submit through email (thenorthpoleexpo@gmail.com) to have on file. For further information, call Ashley DaSilva - 905.923.1230*

***Do you need electric?***

*Electric outlets are only provided to premium spots that are along the wall, which are included in the charge. Premium spaces are required and responsible for bringing their own power strips / surge protectors & extension cords.*



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Sunday, November 22<sup>nd</sup>, 2020, 10:00 a.m. - 4:00 pm

Please PRINT your name, address, phone number, and company name:

Company (If applicable): \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_ Phone: \_\_\_\_\_

Email address \_\_\_\_\_

Regular Table - \$150: \_\_\_\_\_

Premium Table - \$200 \_\_\_\_\_



Please initial beside the following:

\* \_\_\_\_\_ Vendor understands that he or she is required to have booth completely set up and ready by 9am. 1 hour before doors open to the public.

\* \_\_\_\_\_ Vendor will not pack up and leave the event before doors close to the public at 4:00pm

Please describe your products: (be brief)

\_\_\_\_\_  
\_\_\_\_\_

Any special requests? (We will try to accommodate as many as possible. This does not guarantee that we can accommodate you).

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**LIABILITY RELEASE**

I agree that The North Pole Expo are not liable and/or responsible for any damage and/or injuries in assisting in transporting crafts, products, display units, and/or any items related to the North Pole Expo.

I fully understand and agree to all the terms of this contract as stated.  
(Your signature is agreement of this statement.)



**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*Please note: The North Pole Expo reserves the right to capture photography and video of the event which may include your business, branding or likeness. This media will be used solely for future promotional purposes.*

**\*Payments will not be accepted before the vendor/ applicant is approved by The North Pole Expo staff. Payment will not be accepted until properly signed contract is received. Vendor/applicant will be notified of approval to move forward with payment to secure spot in our show. Application is not valid if not filled out correctly.**