



P.O. Box 699 - Weyburn, SK - S4H 2K9
 (P) 306.842.4052 - (F) 306.842.1469
 weyburnagsociety@hotmail.com
 www.weyburnagriculturalsociety.com



2024 FOOD AND BEVERAGE SPACE RENTAL APPLICATION

MOVE IN	SHOW DATES & TIMES	MOVE OUT
Saturday, October 12th, 2024 12:00 pm to 6:30 pm	October 12th, 2024 8:00 pm to 1:00 am	At the conclusion Of the event

AGREEMENT BETWEEN THE WEYBURN AGRICULTURAL SOCIETY AND

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

EMAIL: _____ WEBSITE: _____

CONTACT NAME: _____

MAILING ADDRESS: _____

PHONE: _____ CELL: _____

ONSITE EVENT CONTACT: _____ CELL: _____

Rental Fees: There is a \$100 deposit for each booth. The deposit on the first booth will be reimbursed along with your share of the coupon sales following the event. Every additional booth is \$100 that will not be returned. Power is \$25 per booth. If the booth deposit refund is to be sent to a different address, please indicate that in the mailing address line, otherwise it will be sent to the business address.

Number of Booths _____ X \$100 = _____

Power Required? Yes/No ___ X \$25 = _____

****Payment MUST be received no later than October 9th**

Total _____

_____ E-Transfer - Payment can be made by E-Transfer to weyburnagsociety@hotmail.com

_____ Credit Card - Weyburn Agricultural Society will call to process payment.

Sampling Coupons

These coupons are sold at the event @ \$1.00 each and are redeemed at the booths. The coupon sales are split with 60% to the vendor and 40% to the Weyburn Agricultural Society.

I understand this contract covers the ease and use of the exhibit space within Flavours of Fall subject to the rules, regulations, and conditions governing space rental which form part of this agreement.

Licensee Signature: _____ Date Signed: _____

Submit application form prior to September 13th, 2024
By email to flavoursofall@gmail.com

BOOTH REGULATIONS/GUIDELINES

RULES AND REGULATIONS

ALL exhibitors must comply with the rules and regulations. The Flavours of Fall committee may add or adjust these rules and regulations as necessary to ensure the safety and security of the event, its property and all exhibitors, staff and guests associated with the event and the venue. Weyburn Agricultural Society is not liable for any damages or losses incurred as a result of participation with the Flavors of Fall Show.

PAYMENTS

Full payment for exhibit space must be made prior to move in. Flavours of Fall committee reserves the right to refuse entry to any of the exhibitors whose accounts have not been made in full.

SOLICITATION

Distribution of samples, promotional materials and soliciting of business must be within the exhibitor's booth space. Such activities will not be permitted in the aisles, lobby, or other exhibit spaces. Any unauthorized solicitation or distribution in the aisles or common areas will be subject to a fine.

COUPON SALES

Coupons are the official currency of the show. The currency for coupon purchases is \$1.00/per coupon. Each booth will be issued a container for coupons. Coupons will then be counted at the end of the show. Cheque reimbursements will be issued within approximately 2 weeks.

NOTE: ALL EXHIBITORS MUST ACCEPT SAMPLE COUPONS. NO CASH SALES

THEFT PREVENTION

It is recommended that exhibitors remove all articles of value from their booth. Weyburn Agricultural Society will take all reasonable security measures; however, removal of items will minimize the possibility of loss.

BOOTH INCLUSIONS

The following services are provided:

- 8' Table
- 24 hour Building security and use of shared secure storage upon request
- Ice will be delivered to each booth
- Rinse bucket
- Garbage & Recycling Receptacles
- Labeled Token Container

CARE OF RENTED SPACE

Exhibitors must ensure space rented for their booth remains in good condition. Any fastening done in the building must not deface the floors, pillars, or walls. Exhibitors will be charged for repairs or cleaning if these rules are not enforced. Furthermore, exhibitors will be entirely responsible for damages incurred to material lent or rented (drape & carpet etc.) and will have to pay for repairs or replacements.

GENERAL LOGISTICS

INDOOR COOKING

Cooking equipment that produces smoke or grease laden vapors are not permitted. Vendors must prepare and cook food offsite in a licensed approved public eating establishment and transported to the venue. At least one person in the booth must have and provide a copy of their food safe handling certification.

Hand washing stations will be available throughout the building.

Food and Liquor Vendors must submit their menu no later than September 20th, 2024, to allow for Public Health Approval. No Exceptions

ICE

Ice will be provided complimentary and will be delivered to each booth.

SINKS

There will be shared sinks available for the exhibitors in the Exhibition Hall kitchen located in the lobby.

LIQUOR

All liquor orders must be submitted by September 20th, 2024. Liquor orders that are paid in full by noon on Friday October 11th, 2024 will be picked up and delivered to the Exhibition Hall by the committee.

SERVING SIZES

Wine – 2 oz

Beer – 4 oz

Spirits – ½ oz

Service will begin no earlier than 8:00 pm. Coupon sales will cease at 12:30 am. Last beverage poured at 12:45 am.

POWER

Power is available upon request for an additional fee. Please bring your own power cords as none will be provided.

MOVE IN/MOVE OUT

MOVE IN RULES

The exhibitors may NOT begin to move in until the full rental amount has been paid.

Move in is between noon and 6:30 pm on Saturday, October 12th, 2024. Move in must be completed and booths fully stocked by 6:30 pm. Doors will open at 7:45 pm.

We encourage you to decorate your booth in a fall theme.

MOVE OUT RULES

Exhibitors are not permitted to dismantle booths prior to the official show closing.

All product and displays must be removed from the venue at the conclusion of the show.

STAFFING/EXHIBITOR BADGES

STAFFING REQUIREMENTS

All staff must be 19 years of age or older; no underage visitors or staff are permitted under any circumstances. Exhibitors must have staff in their booth at all times during the show hours and for half an hour prior to show open and past show close. It is recommended that at least one staff member stay until all visitors have left the building. Weyburn Agricultural Society does not assume any responsibility for losses. Staff must always carry valid ID. All paid staff are required to have the proper certification for serving alcohol.

VOLUNTEERS

The Flavours of Fall committee can provide volunteers to help staff your booth. If you require volunteers for your booth, please notify us by September 20th, 2024.

EXHIBITOR BADGES

All exhibitor badges are to be picked up during move in only. Exhibitors must have an exhibitor badge to enter the show. Badge passing will not be tolerated. At each entry and exit point you may be required to show identification that corresponds with your badge. Your badge will be confiscated without valid ID.

Two exhibitor badges will be provided per booth. Additional badges can be arranged by contacting the committee.

REFUSAL OF ENTRY

Weyburn Agricultural Society reserves the right to refuse admission to the show building to any visitor, exhibitor, and exhibitors' employee who, in the opinion of the Weyburn Agricultural Society, is unfit, intoxicated or in any way creating a disruption to the show.

CONTACT

Email: flavoursoffall@gmail.com

Weyburn Agricultural Society

Address: Box 699 Weyburn, SK S4H 2K8

FREQUENTLY ASKED QUESTIONS

How much does a booth cost?

\$100 deposit on 1st booth (deposit on first booth is reimbursed on your coupon sales cheque)

\$100 for each additional booth

\$25 for power for each booth

What is included in my booth purchase?

Each 10'x10' booth included:

1 8' skirted table

Ice

Shared refrigeration

24 hour building security

2 exhibitor badges

300 sample cups

Additional sampling cups and all other supplies must be provided by the exhibitor

What are the show dates and hours?

Saturday, October 12th, 2024 – 8:00 pm to 1:00 am

Doors will open at 7:45 pm

When is exhibitor move in?

Saturday, October 12th, 2024 – 12:00 pm to 6:30 pm

When is exhibitor move out?

At the conclusion of the show

Can I give out swag?

Absolutely!