



**MONCTON – DECEMBER 14, 2019**

**Moncton Coliseum**

377 Killam Dr, Moncton, NB, E1C 3T1

## **EXHIBITOR INFORMATION**

### **About ExpoFest**

**ExpoFest** is a Kickoff-the-Season Cheerleading Competition with free classes, and an opportunity to shop for cheer related goods and services.

The Competition and Classes will draw people to your exhibit since teams have a lot of time before and after their performance to browse and shop.

### **What can you expect at ExpoFest?**

1. You can sell videos, shoes, bows, music, books, clothing, etc. **\*\*No diet or supplement products. \*\*No Food and Beverages sales is permitted without prior permission**
2. You can inform Coaches and Athletes about your services.
3. You can compare what other companies are offering and get new ideas.
4. There will be **seminars** for the coaches and athletes to attend for free. If you want to promote something large scale or provide a lot of information, you can do that at the seminar. Instead of booking a booth, you can opt to teach an approved topic in a 1 hour class environment, that is related to your service and you can show off what you can offer at the same time. Contact [info@expofest.ca](mailto:info@expofest.ca) to get your topic approved and book your seminar time slot. Note: seminars attendance is left to people's discretion and interest in the topic being presented. ExpoFest cannot guarantee a set number of attendees. You can also do a combination of both...have a booth and teach a class!

### **What type of company/group should come?**

Fundraising, clothing, uniforms, athletic trainers, shoes, gymnastics mats and training products, music mixing services, choreographers, bows, cheer/gymnastics/coaching instructors, camp/clinic companies, audio equipment, trampolines, signs, team wear and practice wear, bags, jewelry and accessories, trophies and medals, team travel specialists, cheerleading novelty items, make-up/cosmetic/beauty products, hair stylists/styling products, exercise equipment, books, videos, computer program, photographers, sports insurance providers, first aid/CPR instructors, flags/banners/promotional productions, and many more. Contact [info@expofest.ca](mailto:info@expofest.ca) to see if your company/group fits into our event.

## **Exhibitor Options**

### **Details and Pricing:**

The Cost to reserve your space is determined by # of tables you have booked plus a 10% commission on sales, to be paid to "ExpoFest Productions Inc.". You will have until December 28th, 2019 to provide payment of the commission on sales.

Each Exhibitor is asked to provide 1 prize give-away.

- **One table (2 x 6) = \$225      Two Tables = \$315      Three Tables = \$405**
- **Power Source/Electricity =\$ extra**
- **2 to 4 chairs are provided**
- **NOTE: You cannot bring your own tables/chairs**

This also includes 3 free announcements during the event.

Booth Setup is to be done on Friday December 13<sup>th</sup>. Details regarding setup times, unloading, location of booths, and Saturday schedule will be provided approx. 10 days before the event.

**\*\* A non-refundable deposit of ½ of the total contract must be paid by October 1st, 2019. The remainder of the contract is due by Oct. 31<sup>st</sup>, 2019. Anyone booking after November 1st must pay the full amount upon booking. \*\* Please note that no reimbursement will be given after November 1st, 2019.**

### **Class/Seminar Instruction:** (max. 1 per company)

Teaching a class is a great way to showcase your products or services. You must teach for at least 45 minutes of the 1 hour class (ie. Physical training, fundraising tips, dance class, etc.) and then you can spend the last 15 minutes promoting your actual product or service. Classes are subject to approval. Your class subject must be appropriate for ALL AGE GROUPS.

Companies teaching classes involving physical activities must provide **Proof of Liability Insurance** and must accept responsibility of any incidences/injuries that may occur during the classes.

- **Seminar Prices: Before Sept. 21 = \$200      Sept.22-Oct.12 = \$250      Oct.13-Nov.1 = \$300**

## **Exhibitor Agreement Details**

### **Payments**

Payment may be made by

- cheque; payable to “ExpoFest Productions Inc.”. Returned cheques will be subject to a \$50 fee.
- E-transfer from a Canadian Bank to [info@Expofest.ca](mailto:info@Expofest.ca)

### **Cancellation of Display Space**

1. If the event is cancelled by ExpoFest Productions Inc., you will receive a full refund for fees paid to ExpoFest Productions Inc. In the event of cancellation, ExpoFest Productions Inc. is not responsible for other costs incurred such as travel, hotels, car rentals, etc.
2. There are NO REFUNDS of display space or class times if you cancel after November 1<sup>st</sup>, 2019.
3. There will be no cancellations due to inclement weather. If the facility is open, the event will take place.

### **Your Obligations & Agreement**

1. Your space/time is NOT reserved until you pay the appropriate deposit/full payment (depending on the date of transaction).
2. You must email in one copy of the contract and proof of liability insurance and snail mail the ORIGINAL contract with SIGNATURES (payment enclosed, if paying by cheque).
3. You must arrange your own travel and accommodations for the event.
4. As an exhibitor, you must contribute one item, (appropriate for all age groups) for our prize draw. (ie. Merchandise, gift certificate, etc.) This item will be collected on setup day.
5. You must provide your own signage.
6. Your booth must be setup on the Friday. No morning setups on Saturday.
7. There are to be NO EARLY TEAR DOWNS under any circumstances.
8. ExpoFest Productions Inc., the Moncton Coliseum, and/or their representatives will not be held responsible or liable for any incidences of injury, death, lost, stolen, or damaged items pertaining to: the event itself, shipping, parking, accommodations, or travel.
9. ExpoFest Productions Inc. reserves the right to move booth spaces for the benefit of the event.
10. No food or beverage sales are permitted by exhibitors during the event.
11. Items may NOT be shipped directly to the venue for this event