

# SPRING HOME SHOW



## EXHIBITOR SPACE APPLICATION PACKAGE

MARCH 27-29, 2020



## OUTDOOR ADVENTURE SHOW



CANADA CENTRE COMPLEX & INTERNATIONAL TRADE CENTRE, EVRAZ PLACE, REGINA, SK  
[WWW.REGINASPRINGHOMESHOW.COM](http://WWW.REGINASPRINGHOMESHOW.COM)

# NEW FOR



## New Dates



After reviewing the feedback from the Exhibitors, the Spring Home Show / Outdoor Adventure Show will be moving to a 3 day Show - Friday, March 27, 2020, Saturday, March 28, 2020 and Sunday, March 29, 2020.

## New Times



We have extended the hours on Friday! Friday - 10am to 9pm, Saturday - 10am to 8pm & Sunday - 10am to 5pm.

## Exhibitor Passes



For 2020 we will be moving from the exhibitor wristbands to exhibitor lanyards for access to the Show through out the 3 days.

## Floor Plan



The Spring Home Show/Outdoor Adventure Show floor plan is subject to change without notice. Show Management reserves the right to make any necessary modification to the floor plan.

## Move In



### Spring Home Show

Canada Centre Complex - Starts Friday, March 20, 2020  
International Trade Centre - Starts Monday, March 23, 2020



### Outdoor Adventure Show - Starts Monday, March 23, 2020

Setup must be completed - Thursday, March 26, 2020 by 3pm.

## Outdoor Adventure Show



The Outdoor Adventure Show allows Exhibitors to showcase ATVing, boating, camping, cycling, fishing, hunting, RVing, outdoor sports, travel and more.



Floor covering for all booths in the Outdoor Adventure Show will not be required.

## Spring Time Market Place



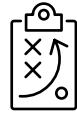
Floor covering for booths in the Spring Time Market Place will not be required.

## Show Dates & Times



Friday, March 27: 10am - 9pm  
Saturday, March 28: 10am - 8pm  
Sunday, March 29: 10am - 5pm

## Booking Information



- Application must be accompanied by the booth balance. Booths will not be processed until the balance is received.
- Booth rental includes: 8' back drape, 3' side drapes and 1- 800 watt outlet.
- You will only be allowed to display/sell the products/services that you have listed on your application form. If you wish to add a product/service that will be displayed in your space, you must submit a written request to Show Management.

## Subletting Space:



Subletting is prohibited. No exhibitor shall assign, sublet or apportion the whole or any part of the space allotted, or have representatives, materials, or equipment from other than its own company.

## Cancellation Policy:



- Space cancelled by the Exhibitor within 10 days of the contract date will result in the Exhibitor being refunded all fees paid.
- Space cancelled by the Exhibitor after 10 days of the contract date & up to November 4, 2019, the deposit will be FORFEITED by the Exhibitor.
- Space cancelled by the Exhibitor after November 4, 2019 will result in **NO REFUND** of funds already paid to the RRHBA.
- All cancellations are required in writing and can be sent to: [Lwalkington@reginahomebuilders.com](mailto:Lwalkington@reginahomebuilders.com)

## Display Information



Each Exhibitor must provide their own professional display, including floor covering, lighting, tables/chairs and signage. **Floor covering is mandatory for the Show** (excluding the Outdoor Adventure Show & Spring Time Market Place). Each Exhibitor is required to have appropriate flooring covering their complete booth. **Flooring must NOT exceed the booth area.** We encourage all Exhibitors to put their best foot forward and make their display professional and reflective of their business. Remember, first impressions are important!

## NOT permitted in booth design:



- Signage or display materials that are not contained within the boundaries of your rented space;
- No handwritten or unprofessional signage;
- Flooring that does not cover the entire display space floor.

## Contact Information



Lynn Walkington - Show Manager  
Ph #: (306)546-5223 Fax #: (306)569-9144  
[Lwalkington@reginahomebuilders.com](mailto:Lwalkington@reginahomebuilders.com)

Regina & Region Home Builders' Association  
100-1801 MacKay Street, Regina, SK, S4N 6E7  
[www.reginaspringhideshow.com](http://www.reginaspringhideshow.com)

# Spring Home Show & Outdoor Adventure Show

## 2020 Booth Application Form

### 3 Ways To Book Space:

1. Submit this page of the application by email to [Lwalkington@reginahomebuilders.com](mailto:Lwalkington@reginahomebuilders.com)
2. Complete and fax this page of the application to (306)569-9144
3. Mail to 100-1801 MacKay Street, Regina, SK, S4N 6E7

Company: \_\_\_\_\_

Contact: \_\_\_\_\_

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

City/Prov: \_\_\_\_\_

P.C.: \_\_\_\_\_

Phone: \_\_\_\_\_

Email\*: \_\_\_\_\_

Website: \_\_\_\_\_

### Description of Products/Services to be Displayed:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



- **Booth space will only be allocated once your application & booth balance has been received.**
- Show Management will contact you to confirm your booth space allocation once your application and payment has been received.
- \*By providing an email address you agree to receiving emails, show information, notifications and any other materials via email, text, or other electronic means. You can unsubscribe from receiving such materials at any time.
- The RRHBA is not required to accept any application received. The RRHBA may reject any application regardless of whether or not the applicant has been involved in the Spring Home Show/Outdoor Adventure Show in prior years, and is not required to provide an explanation for the rejection.
- Show Management has final say on space allocation and reserves the right to move an Exhibitor to a different location if it becomes necessary in the Show Management's judgement for the best interest of the Show.
- Upon acceptance of the application, an Exhibitor contract will be prepared and forwarded to you for signing and payment.
- Exhibitor contracts must be returned within 10 days of the contract date.
- The Spring Home Show/Outdoor Adventure Show floor plan is subject to change without notice. Show Management reserves the right to make any necessary modification to the floor plan.
- This application is subject to all terms and conditions of the Exhibitor contract.

### Booth(s) Choices:

First: \_\_\_\_\_

Second: \_\_\_\_\_

Third: \_\_\_\_\_

### Move In Questionnaire: (must be completed)

1. How long is the setup of your booth? \_\_\_\_\_ day(s)
2. Forklift Required?  
Yes: Duration \_\_\_\_\_ minutes      No
3. Scissor lift Required? (for signage/banners)  
Yes: Duration \_\_\_\_\_ minutes      No
4. Do you have a vehicle/trailer that will be part of your display?  
Yes    No
5. Are you planning to hand out food/drink samples or giveaways?  
Yes    No  
If yes, what? \_\_\_\_\_  
Do you have food/drink products for sale?      Yes      No
6. Do you require more than half hour to unload your vehicle?  
Yes: Duration \_\_\_\_\_ minutes      No

### Payment Information:

Amount: \$ \_\_\_\_\_

**Cheque** - Make cheques payable to the  
**Regina & Region Home Builders' Association**

**Visa / MC**

Credit Card Number: \_\_\_\_\_

Expiry Date: \_\_\_\_\_

Name of Card Holder: \_\_\_\_\_

Signature of Card Holder: \_\_\_\_\_

Date: \_\_\_\_\_

<u>Office Use Only</u>
Date: _____
Amount: \$ _____
Payment Method: _____
GST #: 104452321