



THE ROTARY CLUB OF STRATFORD

SHOW: STRATFORD ROTARY "CHRISTMAS CRAFT FESTIVAL"
 DATE: NOVEMBER 11,12, & 13, 2022
 LOCATION: STRATFORD ROTARY COMPLEX
 BOOTH COST: \$250.00 to \$300.00 plus HST (before Sept 1/22)
 \$300.00 to \$350.00 plus HST (after Sept 1/22)

INSTRUCTIONS

1. Fill out and sign the form below
2. Fill out product list form and sign (page 2 attached)
3. Attach a minimum of two (2) photos (one of booth)
4. Mail with cheque or money order or e-transfer:

e-transfer to finance@rotarystratford.com

Please make cheque or money order payable to
 Rotary Club of Stratford

MAIL TO: Paul Roulston, 23 Nightingale Place, Stratford, ON N5A 7V9

Telephone number: 519-276-7655 E-Mail craftshow@rotarystratford.com

FOR OFFICE USE ONLY

BOOTH NUMBER _____
 BOOTH PRICE _____
 HST _____
 TOTAL BOOTH PRICE _____
 AMOUNT RECEIVED _____
 POSTED DATED AMOUNT REC'D _____
 BALANCE OWING _____
 PRODUCT NUMBER _____

NAME	
BUSINESS NAME	
STREET	
CITY	PROVINCE
POSTAL CODE	
TELEPHONE	
EMAIL	
WEB SITE	

EXHIBITOR REQUIREMENTS

BOOTH SIZE	PRICE	HST 13%	PRICE	NUMBER OF BOOTHS	TOTAL PRICE
10 x 10 CORNER	300.00	39.00	339.00		
TOTAL					
10 x 10	250.00	32.50	282.50		
TOTAL					\$

AFTER SEPT 1/22

PRICE Sept 1/22	HST 13%	PRICE	NUMBER OF BOOTHS	TOTAL PRICE
350.00	45.50	395.50		
300.00	39.50	339.00		
				\$

No. of 8 ft Tables	No. of Chairs
TOTAL #	TOTAL #

DESCRIBE BOOTH DESIGN: (eg Display units, special fixtures, lighting, dimensions) _____

List of booth Personnel: (including yourself) 1) _____ 2) _____ 3) _____

Other Craft Shows Participating in 1) _____ 2) _____ 3) _____

I HAVE READ AND AGREE TO THE TERMS AND CONDITIONS AS OUTLINED ON PAGE 3

 Authorized Signature

 Date

TERMS AND CONDITIONS

1. Stratford Rotary Christmas Craft Festival reserves the right to accept or decline the application of any Exhibitor. The application fee or deposit will be returned on declined applications.
2. If a Stratford Rotary Christmas Craft Festival event cannot be held (due to the unavailability of the proposed facility, or due to any other reason), any monies collected by Stratford Rotary Christmas Craft Festival for the specific event will be refunded less administration expenses and Stratford Rotary Christmas Craft Festival shall have no further or other liability in respect of such cancellation.
3. A deposit of \$50.00 is to be sent with the application (pages 1 to 3) along with a postdated cheque or e-transfer to finance@rotarystratford.com dated September 1 for the balance. Applications received after September 1 must include the full payment. In the event of non-payment, Stratford Rotary Christmas Craft Festival reserves the right to cancel the application and to reassign the booth to another exhibitor without notice or refund. Booths will not be confirmed and booth numbers provided, until payment has been received.
4. The Exhibitor shall pay a \$20.00 service charge for each and every cheque returned from the Exhibitor's bank, trust company, credit union, or other financial institution, whatever the reason. Replacement cheque must be certified and sent by courier.
5. Stratford Rotary Christmas Craft Festival Show shall have the right to terminate arrangements at any time, if in its opinion, the Exhibitor is displaying, selling or promoting products not representative of the type of work or caliber of work for which the Exhibitor was selected or is displaying, selling or promoting products other than those which were detailed on the application. Vendors will be requested to remove offending products.
6. By signing this contract the applicant attests that the products listed on the Application are HANDMADE BY HIM/HER or designates as listed on the product list sheet.
7. Stratford Rotary Christmas Craft Festival will undertake to ensure reasonable security for booths and merchandise during closing hours of the show, but will not be liable for loss or damage due to fire, flood, theft, act of God or anything beyond the control of Stratford Rotary Christmas Craft Festival, its agents, employees or representatives. Applicants are responsible for their own insurance coverage.
8. The allocation of exhibit spaces is at the sole discretion of Stratford Rotary Christmas Craft Festival, and Stratford Rotary Christmas Craft Festival reserves the right to relocate booths as it considers necessary.
9. Any booth not set up and/or unoccupied 120 minutes prior to show opening, may be reassigned at management's discretion without compensation unless prior arrangements have been made.
10. The Exhibitor shall comply with all rules and regulations including any and all health/municipal/provincial fire and hydro requirements which apply to the Exhibitor's use of the facilities for the event (including the collection and remittance of all applicable taxes). The Exhibitor shall not assign, sublet or apportion all or part of the rights and space granted herein without written permission from Stratford Rotary Christmas Craft Festival
11. Not more than four (4) booth personnel are allowed per Exhibitor for each show. Names must be filled in on the Application Form.
12. "Reduced Price", "Sale", "Show Special" or other signs of similar nature are NOT permitted. The variety and price of products for display are not to be altered or changed after acceptance of this Application (or during the show) unless prior written approval is given. "Seconds", "sideline products" or objectionable materials are NOT permitted to be displayed or sold and will be removed. NO FREE GIFTS.
13. Merchandise is to be professionally presented. This includes the use of shelving, backboards, stands etc. The facility has general ambient illumination. It is STRONGLY recommended that the Exhibitor provide additional accent display energy efficient lighting (limited number). All tables used are to be covered by the exhibitor.
14. Power will be supplied to your booth. Extension cords are required to access this power within your booth area. Only tape supplied by the show may be used on the floor.
15. Stratford Rotary Christmas Craft Festival Management shall have the right to open any booth where an Exhibitor is absent during show hours. Stratford Rotary Christmas Craft Festival, Management will not be responsible to the Exhibitor for any loss or damage caused as a result of the booth being opened and unattended during show hours.
16. The Exhibitor must remain for the full duration of each show and must not tear down, pack away or remove any part of a product display until after closing time.
17. Items not approved by Stratford Rotary Christmas Craft Festival Committee are not permitted. This includes posting, distribution or dissemination of advertising materials, including material advertising other events.
18. Any damage to facility premises is the sole responsibility of the Exhibitor.
19. Cancellation by applicant – Payment will be refunded when written notice has been received sixty (60) days prior to the opening day. Where the notice has been received after the sixty (60) days NO REFUND will be made and Stratford Rotary Christmas Craft Festival shall retain the full amount.
20. Stratford Rotary Christmas Craft Festival reserves the right to remove any items deemed, obscene, suggestive or in bad taste or unsuitable for a family show.
21. Stratford Rotary Christmas Craft Festival reserves the right to amend these rules when necessary in the general interest of the event.