



23rd Annual La Crete Spring Trade Show 2024

Friday, April 26 - Show Hours: 5:00 PM to 10:00 PM
Saturday, April 27 - Show Hours: 10:00 AM to 4:00 PM

EXHIBIT SPACE APPLICATION

Name of Business
or Organization: _____

Address: _____

City: _____ Province: _____

Postal Code: _____ Phone: _____

Email or Fax: _____

Business
Description: _____

Booth #
Preference: _____

Total Booth Cost: _____

Number of Exhibitors Passes Needed: _____

We agree to abide by the rules and regulations of the La Crete & Area Chamber of Commerce as set forth on this application form.

Contact Name: _____

Signature: _____

Date: _____

Come Out & Enjoy the Show!

Office Use Only:

Total Due: _____ Paid by: _____

Invoice #: _____ Booth #: _____

Cancellation Received Date: _____

Amount Refunded: _____

La Crete & Area Chamber of Commerce
Office: 10013-101 Avenue
P.O. Box 1088 La Crete, AB T0H 2H0
Office: 780.928.2278
Cell: 780.285.4409
E-mail: Admin@LaCreteChamber.com
Website: LaCreteChamber.com

Trade Show Rules and Regulations

General Rules

The exhibitor agrees to abide by all regulations and rules adopted by the La Crete & Area Chamber of Commerce in the best interest of the Trade Show and agrees that the La Crete & Area Chamber shall have final decision in adopting any rule or regulation deemed necessary prior to, during, and after the show.

Pre-booking/Terms of Payment

Local Chamber Members from previous show have priority for the same booth or other available booths.

Payment Options: Cash, cheque, money order, EFT, or Online Bank Transfer. **Payment is required in order to Confirm your booth, or the booth may be sold to another applicant on our waiting list.**

Invoices will be sent as bookings are confirmed and Application Forms are received.

Make cheques payable to:

La Crete & Area Chamber of Commerce

And mail to: **Box 1088 La Crete, AB T0H 2H0**

Booking Space/Priority is given to Local Chamber

Members. For more Show details see our website: LaCreteChamber.com.

Cancellation

Cancellations made by March 26, 2023, will receive a full refund **less \$25.00 administration fee.**

Cancellations March 27 - April 19 will have an **additional \$25.00** charged as a late cancellation fee.

Cancellation must be received by Email, Mail or Text.

Cancellations after April 19 will not receive any refund.

Waiver of Liability

The La Crete & Area Chamber of Commerce shall make every effort to ensure the protection of property of the exhibitor. However, the La Crete & Area Chamber of Commerce shall take no responsibility for lost, stolen, or damaged goods. All insurance/liability required is the responsibility of the exhibitor to secure.

Exhibitor Passes

Be sure to fill out how many exhibitors passes that you will need based on how many people will man your booth. Passes must be worn at all times.

Boothmanship

All exhibits must remain intact throughout the Trade Shows designated hours. The exhibitor shall maintain a responsible individual in the leased space at all times.

Move in Instructions

Larger center booth exhibitors set up Thurs, April 25 from 3:00 PM - 10:00 PM. Other exhibitors may also set up at this time or Fri, April 26 from 9:00 AM - 4:00 PM.

Back loading door will be locked at 3:00 PM.

ALL EXHIBITS MUST BE READY NO LATER THAN 4:00 PM FRIDAY, APRIL 26

*Penalty may apply to late comers or leaving early!

Move Out Instructions

Exhibits may not be dismantled before 4:00 PM, on Saturday, April 27. Exhibits must be removed from the exhibition area immediately after the Trade Show ends unless authorized by Arena Manager!