

Cottage Country's Lake and Cabin Show 2023

Exhibitor Kit

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Show Dates and Times

Friday March 17 – 2pm to 9pm

Saturday March 18 – 10am to 8pm

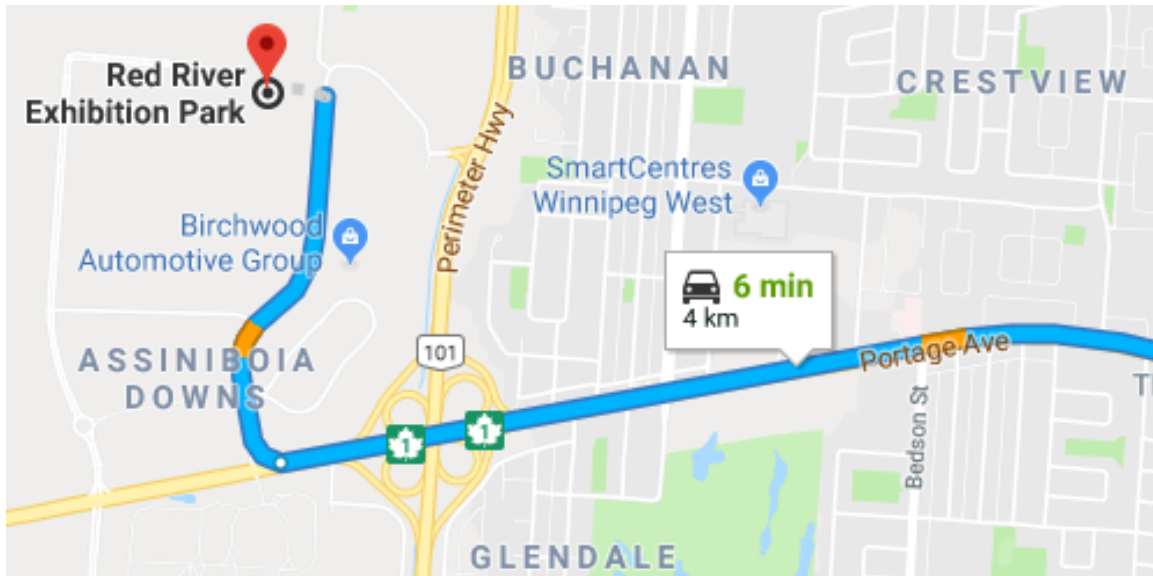
Sunday March 19 – 11am to 5pm

Show Location:

Red River Exhibition Park, Exhibition Place

3977 Portage Ave, Winnipeg, R3K28,

204-888-6990



Quick Checklist:

1. Booth number confirmed
2. Exhibit ready
3. Staff scheduled
4. Tables, chairs, carpet, etc. booked from Central Display
5. Insurance Certificate submitted

Move-in and Set-up Information 2023

Dear Exhibitor,

To help things go smoothly with the move-in, please adhere to the following schedule. Companies with larger exhibits or long set-up times should arrive as early as possible.

When taking your products to your booth, please unload everything and immediately move the vehicle out of the building before beginning the set-up process.

We encourage you to bring your own dollies/rollers/carts to reduce waiting times.

Here is the schedule for ingress day, Thurs. March 16:

All exhibitors located in the front half of the show should have their products put in place between 8am and 1:00pm. This includes booths 43-55 and 13-4 on the sides, as well as the three 20X20 islands in the middle, plus all the booths located in front of them.

The remaining exhibitors can arrive beginning at 1:00pm. All exhibits should be in place and set up by 9pm.

Central Display will install the isle carpet beginning at 7:00am on Friday, March 17. **NO VEHICLES** will be allowed in the building on Friday.

Each exhibitor receives two (2) exhibitor passes. They will be provided when you sign in at the office to begin your move-in. The office is located at the front of the building on the right-hand side just after you enter the venue.

If you require more than two exhibitor passes, please let Andrew know as soon as possible in advance to ensure they are ready.

To order chairs, carpet, tables, etc. for your booth, please contact Central Display at 204-237-3367.

Move-out must be completed on Sunday March 19, unless special arrangements are required.

Questions: Andrew 431-335-4827

Advertising

In addition to the extensive advertising program the show has in place, we encourage exhibitors to invite their customers to the event via e-mail, Facebook, or posts on their company website.

If 100 exhibitors each encourage just 10 clients to visit them at the show, an additional 1000 people will attend, and 990 of them are potential new customers for you!

When placing a show image on a website, please turn it into a link that connects to www.lakeandcabinshow.ca/visitor

For FB posts, here is a suggestion for a post text.

Come and see us at the 14th Annual Cottage Country's Lake and Cabin Show.

Red River Exhibition Place
Fri. March 17: 2pm - 9pm
Sat. March 18: 10am - 8pm
Sun. March 19: 11am - 5pm

Cottage Country's Lake and Cabin Show is the ideal place to meet the region's top companies serving cottage owners, buyers, or those planning to build their dream lakeside retreat.

www.lakeandcabinshow.ca/visitor

IMPORTANT

RE: CERTIFICATE OF LIABILITY INSURANCE

*As an exhibitor participating in a show, you must have adequate Liability Insurance with a **minimum \$2,000,000** limit to protect the Exhibitors, the attending public, the show organizer, and yourself.*

Our insurance policy does not extend coverage to any exhibits and requires you to submit a Certificate of Insurance before arriving at the show.

YOUR EXISTING INSURANCE

- Contact your Insurance Company and request a certificate of Insurance with the following requirements below:
- **10347230 Canada Ltd., 116 Albert St., Suite 300, Ottawa, K1P 5G3** listed as an additional insured.
- Dates of the show: **Mar 16 - Mar 19, 2023** (includes move-in day)
- Comprehensive General Liability of \$2,000,000
- Bodily Injury and Property Damage Liability subject to a maximum \$1,000 Deductible.
- Products and Completed Operations Liability
- Contingent Employers Liability
- Broad form Property Damage
- Cross Liability clause
- Severability of Interest Clause

Your understanding and compliance with this requirement is greatly appreciated.

Exhibitor Terms and Conditions for Cottage Country's Lake & Cabin Show 2023

Exhibitor Booth

Standard booth space for each 10X10 Exhibitor (non-corner) includes a draped back wall 8 feet in height and two sidewalls, 3 feet in height.

Exhibitor is responsible for providing tables, chairs, etc. as needed for the booth. These items are available for rent from the Show's contracted display company, if required.

Floor covering is required in each booth, (unless otherwise arranged) and is the responsibility of the Exhibitor.

Any extra draping required for unsightly booths, as deemed by the Show, will be billed to the Exhibitor.

Exhibitor is responsible for cleaning the booth area each day.

Set-up

Exhibitor must sign in and set up the booth on Thurs. March 16 (unless otherwise arranged) during the allotted time period. Set-up must be completed before 10am on the opening day of the Show.

If the Exhibitor misses the ingress day and has not arrived to sign in before 9am on the opening day (unless otherwise arranged) the agreement can be cancelled and the deposit forfeited. The Show will then have the right to sell the booth to another party.

Exhibitor will not display any products, content, or media that would be considered inappropriate for the event, or contravene any laws.

Move-out can only begin after the show closes on Sun. March 19.

Appropriate displays

The Show reserves the right to remove any exhibit that it deems is not appropriate for the event.

Hand-drawn signs are not permitted.

Helium balloons and stickers are not permitted.

Exhibitor will staff the booth for the full operating hours of the Show.

Unless authorized by the Show, Exhibitors will not exceed eight feet at the back and the sides of the booth space. The sidewalls must begin at least three feet back from the front of the booth space.

All Exhibitor materials must adhere to fire safety regulations. Exhibitor is solely responsible for acquiring any permits and licenses required for the operation of the exhibit.

Booth use

Exhibitor will not sublet space in the booth to another company.

Only one company is permitted per Exhibitor booth.

The Show reserves the right, in its sole discretion, to relocate an Exhibitor's booth or exhibit at any time.

Music, Media and sound systems

Exhibitor will not use any voice amplification equipment at its booth. The Exhibitor will have the proper licensing and copyright for all music or media presented at its booth and indemnify the Show against any claims.

Exhibitor will only distribute promotional material from its designated booth.

Insurance

Exhibitor will carry its own general liability insurance for the Show and indemnify the Show for any claims relating to the Exhibitor's booth, material, products, staff, or participation in the Show.

Exhibitor insurance must cover all days of the Show, including the move in and move out days.

Proof of insurance must be sent to the Show before the Exhibitor sets up its booth.

Contests and Draws

Raffles (ticket sales) are not permitted unless Exhibitor is a registered charity or non-profit group.

Any contest or draw used at the Show must follow the rules outlined by Section 59 in the Competition Act. Contact Industry Canada for details.

Contest rules must state the contest is independent of the Show, and the Show is not responsible for any liability that occurs as a result of the contest or draw.

Security

Exhibitors are fully responsible for all personal, exhibit, and booth items while at the Show. The Show is not responsible for any damages or losses incurred by Exhibitors.

Show Attendance

The Show reserves the right to refuse entrance to any visitor or exhibitor who, in the Show's sole opinion, is unfit to be on the premises.

Force Majeure

In the situation where the Show facility is destroyed, damaged, or deemed unfit to use due to weather, government declaration, pandemic, or any other event, the agreement will be terminated and the Exhibitor will waive any claim against the Show.

Payment

Booth fees are due in full at the time of booking and are non-refundable.

Show dates

Cottage Country's Lake & Cabin Show
March 17 – 19, 2023
Red River Exhibition Park, Exhibition Place
3977 Portage Ave.
Winnipeg, Manitoba