

SPARWOOD EXPO

September 15th & 16th 2023

The Sparwood Chamber of Commerce Expo is a two-day Trade Show, taking place on September 15th and 16th, 2023 at the Sparwood Curling Rink. The show will feature exhibitor booths/displays, a marketplace, food trucks and more.

Registration Includes:

- Friday Night Exhibitor's Social with cash bar (sponsored by Sparwood Chamber of Commerce)
- Entry into draw for FREE booth at 2024 show
- Business listed on Show website and Facebook Page
- A table and 2 chairs in booth

Show Hours:

- Friday, September 15th, 2023 from 3:00pm to 8:00pm
- Saturday, September 16th, 2023 from 10:00am to 4:00pm



Set-Up:

- Friday, September 15th, 2023 from 9:00am to 2:00pm
(Set-up must be completed by 2:30pm Friday. Please be show ready when the doors open to the public at 3:00pm)
(The building and curling rink will be locked on Friday night for security)

Take Down:

- Saturday, September 16th, 2023 from 4:00pm to 9:00pm.
- No displays shall be removed until the show is completed.

WHY PARTICIPATE IN THE EXPO?

- Be recognized as an active business leader in the Elk Valley.
- Showcase new and innovative products and services.
- Meet your competition and take the opportunity for face-to-face communication with your customers.
- Recruit personnel and attract new dealers.
- Demonstrate your interest and support for business and tourism in Sparwood & Elk Valley.



PO Box 1448
141A Aspen Drive
Sparwood BC V0B 2G0
PH:250-425-2423
administrator@sparwoodchamber.bc.ca
www.sparwoodchamber.bc.ca

Sparwood Expo

Please read thoroughly:

1. **Show Sponsors:** FR Rentals, Napa, SMS Equipment, Stormtec and Teck.
2. **Contract for Rental Space:** Allocations of space will be secured only when payment in full is received.
3. **Payment Schedule:** Payment in full is due by September 8th, 2023. No access to exhibitor rental space until payment received in full.
4. **Cancellation:** Cancellation of space by the exhibitor must be made in writing and received by the Sparwood Chamber of Commerce by September 8th, 2023. All cancellations are subject to a non-refundable \$50.00 cancellation fee. Cancellations received after September 8th, 2023 will forfeit 100% of booth rental. The Sparwood Chamber of Commerce reserves the right to cancel the event within 21 days, with notice to the exhibitor.
5. **Staffing of Exhibits:** Exhibits must be staffed at all times during the scheduled times of the show. Children under 14 years are allowed inside exhibitor booths only with adult supervision.
6. **Fire Rules:** All rules and regulations relative to public buildings or as prescribed by the Municipality of the District of Sparwood Fire Department must be adhered to by all participants.
7. **Liability & Insurance:** In consideration of participation in the Sparwood Expo
8. **Restrictions:** The Sparwood Chamber of Commerce reserves the right to forbid or restrict exhibits that for any reason may cause safety hazards or are objectionable. Food products sold on the floor must be in compliance with BC Health Regulations. In the event it becomes necessary to evict an offending Exhibitor, the Sparwood Chamber of Commerce will not be liable to refund exhibit space rental or any other expenses incurred by the Exhibitor.
9. **Permission:** Requests to sell raffle tickets or 50/50 tickets from any booth, table or exhibitor space must be obtained from the Sparwood Chamber prior to the show
10. **The Exhibitor Agrees:** 1) to abide by all terms and conditions adopted by Sparwood Chamber, 2) Sparwood chamber shall have the final decision in adopting any term or condition that is deemed necessary prior to, during or after the show, 3) to all display take down procedures, and 4) to participate in the Sparwood Expo in accordance with all terms and conditions outlined in this brochure.

10' x 10' Booth

(curling surface, includes a table , 2 chairs)

Sparwood Chamber Member (1st Booth)	\$150.00	
Sparwood Chamber Member (Additional Booth)	\$100.00	
Non-Member (1 st Booth)	\$200.00	
Non-Member (Additional Booth)	\$150.00	

Home- Based Business or Not for Profit

Sparwood Chamber Member	\$100.00	
Non-Member	\$125.00	

Food Trucks

(Outside Curling Rink Parking Lot)

Sparwood Chamber Member	\$100.00	
Non-Member	\$125.00	

NOT A MEMBER YET, BUT WANT TO RECEIVE THE MEMBER DISCOUNT?

This is a great opportunity to join the Sparwood Chamber of Commerce! Find out all the benefits of being a member. Call us today at 250-425-2423 or email: administrator@sparwoodchamber.bc.ca

1) Contact / Billing Information:

Business Name or Organization

Contact Name

Email Address

Phone #

2) Method of Payment: ☐ Credit ☐ Cheque

Visa or Mastercard Number

Expiry Date

CVV Code (3 digits)

Name on Card

3) Special Requests:

4) Exhibitor Authorization:

Signature

Date

(Agrees to all terms as outlined in items 1 through 10 of this agreement)