



**CONEXUS ARTS CENTRE
and IMAGINE EVENTS
PROUDLY PRESENT**



CREAM OF THE CROP

BEAUTIFULLY CRAFTED DESIGNS
TALENTED LOCAL ARTISANS
LOCAL SMALL BUSINESS

CREAM OF THE CROP CRAFT & TRADE SHOW 2024

FRI OCTOBER 18, 2024—4:00 P.M. TO 8:00 P.M.
SAT OCTOBER 19, 2024—10:00 A.M. TO 4:00 P.M.

Name: _____

Business Name: _____

Address: _____ City: _____

Province: _____ Postal Code: _____

Phone: _____ Email: _____

WEBSITE OR SOCIAL MEDIA LINK: _____

Please include a brief description of the products/services/information you intend to exhibit in the sale: *Are you handing out food or drink items? Please note you will need to fill out forms for SHA and SLGA to ensure all proper food handling requirements are being met!*

Additional Show Info:

SETUP/ TEARDOWN: Vendor move in is from 11:00 am to 3:00 pm on Friday. Tear down will begin immediately following show close at 4:00 pm Saturday.

You can use the front main doors or there is a loading down ramp on the East Side of the building that can also be used. The Centre has several dollies which will be available for your use. However, if you have a dolly its best to bring your own as there is a limited number and you may have to wait for one. We will have someone at the front entrance to direct you to your booth.

VENDOR PARKING: There is parking for over 1,100 vehicles at the Centre - there is no charge to our clients.

ADMISSION FEE/TICKETS: There is a \$5.00 fee at the door for all attendee's, children under 12 are free! Each vendor will receive (10 tickets) to hand out at your discretion! Tickets will be given out in advance of the event (Early Sept).

ELECTRICAL:

If you have ordered electrical it will be available at the back of your booth when you arrive. Electrical is \$75 per booth.

YOUR STAFF:

If you have staff arriving to help you in your booth please have them use the main front doors. Please have them indicate to the door staff which company they are with and they will be admitted free of charge

GENERAL:

Candles- Due to fire regulations at the Conexus Arts Centre, no booth participant is allowed to have lit candles in their booth.

Follow the golden rule- If you are playing music, slide shows, videos etc.... at your booth please ensure that the noise or placement of any of your displays does not interfere with any of the neighboring booths in your area.

Concession will be open and available during the day for food and drink for purchase.

PAYMENT/REGISTRATION: – Space is not confirmed or reserved without full payment. Booth fee's are non-refundable. No postdated payments will be accepted. Cheque, cash, etransfer or credit card only. All payments will be made to Conexus Arts Centre.

BOOTH DETAILS:

- Spaces are on a first come first serve basis and there is no guarantee that you will receive your requested booths. Vendor placement is a the discretion of Show Organizers.
- Each space includes 1 - 8ft table and 2 chairs. Booth is draped with black pipe and drape, and side walls. Booth space is approx 10ft wide X 8ft deep. - \$375
- YOUNG ENTREPRENEUR DISCOUNT– for young vendors under 18 years of age - \$150

If you require any additional tables, they can be supplied at an extra cost of \$8.00 per table.

If you require your tables to be skirted, this is an additional fee of \$25

Power is available per space at a fee of \$75 (THIS MUST BE ORDERED IN ADVANCE OF THE SHOW)

Booth Selection:

Please check desired selections:

Booth Space \$375: _____
Young Entrepreneur (Under 18 years) : \$150: _____

EARLY BIRD DISCOUNT – 10% : _____ (Book and pay by May 1st 2024)

BRING A FRIEND – 10%: _____ (Get an additional 10% **your booth** if you have a friend that books and pays by May 1st 2024. No additional discount for friend. We recommend booking at the same time for less confusion)

Name of Friend/Company : _____

Skirted Table \$25: _____

Power \$75: _____

Additional Table \$8: _____

Once application is received, you will be emailed with the total owing. Space will not be booked or confirmed without full payment. Payment is non-refundable.

Additional Requests:

OFFICE USE

Subtotal: _____
Less Discounts (if applicable): _____
PST: _____
GST: _____
Total: _____

PLEASE SEND COMPLETED FORM VIA EMAIL TO: creamofthecrop.sk@gmail.com

Show Organizer Contact: Angela Hodel, Imagine Events
306-533-9122, creamofthecrop.sk@gmail.com

ONCE REGISTRATION IS PROCESSED, PLEASE REMIT PAYMENT TO CONEXUS ARTS CENTRE. YOU WILL BE NOTIFIED OF AMOUNT OWING

Please make cheques payable to: Conexus Arts Centre—Cream of the Crop
200A Lakeshore Drive
Regina, Saskatchewan
S4S 7L3
(306) 565-4500