

Saltscapes presents

**Nova Scotia**  
LOYAL

# Holiday Expo

Friday, October 25, 10am - 7pm  
Saturday, October 26, 10am - 7pm  
Sunday, October 27, 10am - 4pm



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# 2024 Single Booth Exhibitor Contract

Halifax Exhibition Centre | Halifax, NS  
Tel: (902) 422-4990, ext. 1803  
Toll Free: 1-877-311-5877  
E-mail: expo@saltscapes.com

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*Nova Scotia Loyal  
Holiday Expo*

Friday, October 25, 10am - 7pm  
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## EXHIBITOR INFORMATION:

Company Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Title: \_\_\_\_\_  
Tel. Contact Person: \_\_\_\_\_ Tel. Public: \_\_\_\_\_ Fax: \_\_\_\_\_  
E-mail: \_\_\_\_\_ Website: \_\_\_\_\_

## SPACE RATE:

### Booth Sizes

### # of booths

### Early Booking Rates (Until Sept 6)

Returning Vendor Booth Options

5x10



\$765 + HST

*Discounted rates applied,  
compliments of Nova Scotia Loyal*

10x10



\$1200 + HST

If you are a **NEW** vendor to Expo, please contact Lisa directly for a special introductory rate, to those who qualify, provided by our amazing partner Nova Scotia Loyal (special conditions and qualifications apply). [lsampson@saltscapes.com](mailto:lsampson@saltscapes.com)

\*\* Returning Vendor - you have exhibited at Expo (even once) since 2020.

\*\* New Vendor - you have NEVER exhibited with us or have not exhibited with us since 2019.

Contact Lisa for custom booth options.

## EXHIBIT SPACE (Subject to Availability and Approval of Show Management)

The rental fee for exhibit space includes standard booth drapery, carpet, table, 2 chairs, Exhibitor Service Kit, a listing in the Show Directory.

1 electrical plug (7.5 amp) per vendor.

## NAME BADGES: Print deadlines apply. \$5.00 charge will apply for each additional name badge.

1. \_\_\_\_\_ 3. \_\_\_\_\_ 5. \_\_\_\_\_  
2. \_\_\_\_\_ 4. \_\_\_\_\_ 6. \_\_\_\_\_

(4 badges included per 5 x 10 booth. 6 badges included per 10 x 10 booth.)

## PAYMENT OPTIONS: Full Payment Required With Application

Make cheques payable to Metro Guide Publishing,  
2882 Gottingen Street, Halifax NS B3K 3E2

Total Amount (including 15% tax): \$\_\_\_\_\_ Cheque enclosed. Cheque number: \_\_\_\_\_

Charge to my:  VISA  MasterCard Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_ CVV #: \_\_\_\_\_

Cardholder Name: \_\_\_\_\_ Signature for Credit Card: \_\_\_\_\_

By purchasing a booth and signing below, we agree to the Conditions of Contract on the following page.

Authorized Signature \_\_\_\_\_ Company Name \_\_\_\_\_ Date \_\_\_\_\_

**EXHIBIT SPACE IS NOT CONFIRMED UNTIL PAYMENT HAS BEEN RECEIVED AND PROCESSED IN FULL.**

## CANCELLATION POLICY

This contract may be cancelled by either party providing written notice if received by the other 45 days prior to show open, in which case all monies paid by the Exhibitor will be refunded, except for a processing fee of \$100 plus HST. If the Exhibitor cancels less than 45 days to show open he/she will be liable for 100% of the total contracted space costs. By cancelling this contract the Exhibitor forfeits all right or claims to the allocated space and Management is free to rent it to others and collect the cancellation charge as liquidation damages. This cancellation policy is not conditional upon approval of booth location.

# CONDITIONS OF CONTRACT

1. Exhibitor must have commercial liability insurance with a minimum of \$1,000,000 per incident. ALL beverage alcohol vendors must include on their certificates of insurance a clause indicating that liquor liability is included. **Proof of coverage is required as a condition of acceptance.**

2. 1 electrical outlet with 1 plug (7.5 amp) will be included in the space booked by each Exhibitor. All other electrical wiring and outlets shall be at the Exhibitor's expense and must be arranged through the official electrical service contractor of the Saltscapes Halifax Expo. All operating electrical equipment used in the exhibit must have CSA or equivalent provincial power authority approval. Exhibitors are required to light their displays.

3. Space contracted by the Exhibitor may not be sublet without the prior written permission of Management. The Exhibitor may not distribute literature or promotional material from a third party without prior written consent of the Management.

4. The Exhibitor agrees to abide by all regulations and rules adopted by Management in the best interest of the Show. Management shall have the final decision in adopting any rule or regulation deemed necessary prior to, during and after the Show.

5. The Exhibitor will be liable for and will indemnify and hold harmless Management from any loss or damages whatsoever suffered by Management as a result of any loss or damages whatsoever occurring to or suffering by any person or company, including without limiting the generality of the foregoing, the Exhibitor, other exhibitors, Management, the owner of the building and their respective agents, servants and employees and members of the public attending the Show, either on the said space or elsewhere if said loss or damages arose from or were in any way connected with the Exhibitor's occupancy of said space.

6. The Exhibitor may use Saltscapes Expo logo to promote only his/her participation at the Show. It cannot be used in any way that is perceived as an endorsement by Saltscapes Halifax Expo of the Exhibitor's company, product and/or service.

7. Management reserves the right at any time to alter or remove exhibits or any part thereof, including printed materials, product, signs, lighting or sound and to expel exhibitors or their personnel if, in Management's opinion, their conduct or presentation is objectionable to other Show participants and/or attendees.

8. DISPLAY DIMENSIONS. The maximum exhibit height is 8'3". If high sidewalls are to be used, they will not exceed 3.5' in depth for a 5x10 or 6' in depth for a 10x10 unless prior approval in advance of the Show commencing is obtained from Show Management. Installation of an 8' high sidewall will be at the expense of the Exhibitor. Where an unfinished portion of an exhibit is exposed, the offending surface must be made presentable at the expense of the Exhibitor. All exhibits must be kept within the confines of the rented booth dimensions. Management reserves the right to remove any obstructions deemed to negatively affect adjacent exhibitors. Each Exhibitor is entitled to a reasonable sightline from the aisle regardless of the size of the exhibit. The Exhibitor shall maintain staff in his/her booth space during Show hours.

9. All goods shipped to the Show Contractor must be clearly marked with the name of the Exhibitor and the number of his/her booth location. Goods must not be shipped to the Show for shipping charges to be paid on arrival, as these will not be accepted. Management assumes no responsibility for loss or damage to goods before or during the period of the Show or after its closing.

10. **The Exhibitor agrees that no display may be dismantled or goods removed during the entire run of the Show and must remain intact until after the closing hour of the last day of the Show.**

The Exhibitor also agrees to remove his/her exhibit, equipment and appurtenances from the Show building by the final move out time or in the event of a failure to do so, the Exhibitor agrees to pay for such additional costs as may be incurred.

11. Management reserves the right at its sole discretion to change the date or dates upon which the Show is to be held and shall not be liable in damages or otherwise by reason of any such change. In addition, Management shall not be liable in damages or otherwise for failure to carry out the terms of this agreement in whole or in part where caused directly or indirectly by or in the consequence of: fire, storm, flood, war, rebellion, insurrection, riot, civil commotion, strike or by any cause whatsoever beyond the control of the Management whether similar or dissimilar from the causes enumerated herein. In the event that the exhibit space to be used by the Exhibitor should in any way be rendered unusable, the Exhibitor shall pay for any such space only for the period during which it was or could have been used as determined within the sole discretion of Management. Management will refund monies received from the Exhibitor in the event that the show is not held as proposed by Management.

12. Management reserves the right to cancel this contract and to withhold possession of exhibit space if the Exhibitor fails to perform any material condition of this contract or refuses to abide by Show rules and regulations. In which case the Exhibitor shall forfeit as liquidation damages all space rental payments made by him/her and any further occupancy of such space.

13. The Exhibitor agrees to observe all union contracts and labour relations in force and agreements between Management, official contractors serving companies and the building in which the Show will take place, and do so according to the labour laws of the jurisdiction in which the building is located.

14. Management reserves the right to alter or change the space assigned to the Exhibitor if it is deemed necessary and advisable for the best interest of the Show.

15. Assignment of exhibit space: Booth allocations will be assigned on a first-come, first-served basis, according to availability, and allocation is at the discretion of Saltscapes Expo.

16. Exhibitors selling food products, prepared in their booth must submit an application to the Nova Scotia Department of Environment. Application is available at [www.novascotia.ca/nse/food-protection/docs/temporary-event-food-permit-application.pdf](http://www.novascotia.ca/nse/food-protection/docs/temporary-event-food-permit-application.pdf). **This application MUST be submitted at least 14 days prior to event opening.**

17. **All beverage alcohol exhibitors must obtain a permit from the AGFT (Alcohol, Gaming, Fuel & Tobacco). The permit application can be found at [beta.novascotia.ca/nslc-liquor-manufacturer-offsite-retail-permit](http://beta.novascotia.ca/nslc-liquor-manufacturer-offsite-retail-permit). The permit must be displayed in the booth.**

18. Exhibit setup MUST be completed by Exhibitor by 8:00pm the Thursday prior to show open.

19. Exhibitors must conduct their business within their rented booth space ONLY during show hours; this includes surveys, sampling, signage and luring of show attendees. Exceptions for show sponsors and/or for an additional cost, approved by management.

20. For the health and safety of all in attendance, Saltscapes Expo events will be restricted to service animals ONLY. This applies to exhibitors as well as attendees.

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- We agree to abide by all rules and regulations adopted by Show Management (Saltscapes Expo) and have read the Conditions of Contract as shown above.
- If this contract is sent to Saltscapes Expo by facsimile, we authorize Saltscapes Expo to take all steps as though the facsimile copy of the contract were original.