

Oakville Lifestyle Fall Home Show Exhibitor Kit

Date & Show Hours: September 9 to 11, 2022

September 9: 3:00 PM-8:00 PM

September 10: 11:00 AM-5:00 PM

September 11: 11:00 AM-5:00 PM

Location: Glen Abbey Community Centre, 1415 Third Line, Oakville

Move In Time: Thursday September 8, 11:00 AM-8:00 PM

Move Out Time: Sunday September 11, 5:00 PM-8:00 PM

There is no forklift booked for the fall shows.

A few minutes spent reading the kit now will save you valuable time later at the show. Ensure all your staff scheduled to work the show has the opportunity to read the information. The show "Grand Opening" start time on Friday is 3 p.m. Parking is 360 degrees around the home show!

We look forward to seeing you at the show!

Dave Jenkins

President, The Jenkins Agency Inc.

1-800-465-1073 dave@jenkinsshowproductions.com

Payment: The balance of your booth payment is now due. Preferred method of payment is e-transfer to sharon@jenkinsshowproductions.com (please remember to make note of what show you are sending payment for). **Cheques are payable to: The Jenkins Agency Inc.** 1076 Skyvalley Cr. Oakville, Ontario L6M 3L2. (Please do not make cheques payable to Jenkins Show Productions). Companies will not be allowed to move into the show unless full payment is received.

Check-In Procedure: Please come to the check-in booth first, located at the north end of the arena. We will direct you to your booth and the closest move-in doors. Please unload your truck and move it away from the doors A.S.A.P. to allow fellow exhibitors access to the move-in doors.

Booth Configuration: A standard size booth is 10x10' or 10x20'. Each booth in the show is supplied with a BLACK curtained backdrop. The back wall height restriction is 8' unless prior approval is obtained. The side walls are 8' high for 6' from the back of the booth and 30" high for the remaining 4" to the front of the booth. If the side wall of your display is over 4' high then it must not come out farther than 6' from the back of your booth unless prior approval has been arranged.

Tables, Carpet, Chairs: Enclosed in the kit is an order form from the official show supplier – Steve Sajder. Use of this company is not mandatory but is recommended. Booths are not supplied with tables, carpeting or chairs. The aisle ways are carpeted with red carpet but the

individual booths are on the flooring of the arena. To order tables, chairs, carpeting and other supplies for your booth, please contact Steve Sajder at 905-807-0419.

Electricity: Electricity is available at the show, to arrange it for your booth please contact Jenkins Show Productions at 1-800-465-1073. Power paid for before the show is \$120 per outlet for the weekend, and \$150 per outlet for the weekend if ordered at the show.

Name Badges: We ask that all exhibitors wear name badges. It helps maintain a professional atmosphere and makes your interactions much more personal! Name badges are available for free at the show; you can get some at the show check-in booth.

Fire Department Inspection: In the Town of Oakville, the local fire prevention officer may inspect the displays and the show.

Balloons: If you are giving away balloons at the show, please ensure that you use balloons that are attached to sticks. Helium filled balloons are NOT allowed because they often get stuck in the rafters or ceiling fans and may fall during the show. This is a safety precaution.

Social Media Connections: The home show is promoted using multiple channels, however we believe you can never have too much promotion! Advertise on your social media that you will be at the "Oakville Lifestyle Fall Home Show September 9-11" and be sure to tag us on Instagram and Facebook @lifestylehomeshows. ***We encourage you to send personal email to your clients/subscribers as it goes a long way towards bringing people to the show specifically to see you!***

Door Prize Contest: A "Door Prize Contest" will be promoted as part of the show advertising campaign. We are requesting donations of "stand alone" prizes (minimum value \$60) from exhibitors. In return for donating a prize to the contest, your company name will be promoted at the entrance to the Home Show. This will assure your company of a much higher profile at the show. To submit your prize, please contact Sharon Jenkins at 1-800-465-1073.

Exhibitor Suggestions: FREE draws, give-aways and demonstrations are always a successful method to attract potential customers into your booth. Qualify your leads and ensure you follow-up as soon as possible. Promoting these incentives in your pre-show advertising will increase your sales profitability. A free draw for a great prize (related to your business) makes for a terrific post-show mailing or telemarketing campaign.

Best Booth Award: There is a "Pride of the Show" award for the best booth at the Oakville Lifestyle Fall Home Show. Your display will be judged on use of space, friendliness of staff, staffing the booth for all hours of the show and staffing professionalism. The winning company will be awarded a "Pride of the Show" wall plaque!

Thank you for supporting The Oakville Lifestyle Fall Home. We look forward to seeing you at the show!

Steve & Lori Sajder

47 Nancy St. Hamilton, ON. L8T 3M1

Phone: (905) 807-0419

Email: ssajder@hotmail.ca

Show Name: OAKVILLE LIFESTYLE FALL HOME SHOW	
Location: GLEN ABBEY COMMUNITY CENTRE	
Company:	Show Dates: SEPTEMBER 9 - SEPTEMBER 11
Address:	Contact:
	Phone #
City / Prov.	Email:
Postal Code:	Booth #

Group	Qty	Description	Price ea.	Total
Drapery		STANDARD BOOTH DRAPERY BLACK		SUPPLIED
Carpet		STANDARD 6 FT WIDE RED AISLE CARPET		SUPPLIED
		10' x 10' Plush Booth Carpet <i>Black Grey</i>	\$70.00	
		10' x 20' Plush Booth Carpet <i>Black Grey</i>	\$120.00	
	<i>circle colour</i>	10' x 30' Plush Booth Carpet <i>Black Grey</i>	\$170.00	
Tables		4' x 30" High with Cover & Pleated Skirt <i>Black White Silver Teal</i>	\$60.00	
		6' X 30" High with Cover & Pleated Skirt <i>Black White Silver Teal</i>	\$60.00	
		Raised 4' x 42" High Table with Cover & Pleated Skirt Black	\$75.00	
		Raised 6' x 42" High Table with Cover & Pleated Skirt Black	\$75.00	
	<i>circle colour</i>	Raised 30" Round with 42" High with Spandex Cover Black	\$60.00	
Seating		Chair, Padded Seat and Padded Back	\$28.00	
		Folding Chair <i>Black White</i>	\$6.00	
		Black Bar Stools	\$12.00	
Accessories		Small Waste Basket with Bag	\$8.00	
		Easel	\$20.00	
		Retractable Belt Barrier Stanchion	\$50.00	
Subtotal				
HST 13%	73300 9898 RT001			
TOTAL				

1. All prices include delivery, installation, rental charge for the duration of the show and removal at completion. 2. All rental charges are subject to 13% HST tax 3. NSF Charges \$50.00 fee	Payment (check option) <input type="checkbox"/> Cheque payable to Lori & Steve Sajder <input type="checkbox"/> E-transfer: ssajder@hotmail.ca <input type="checkbox"/> Cash at show move-in
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AUTHORIZED CUSTOMER'S SIGNATURE: _____

Date of Order:	Date of Payment:
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*Please retain a copy of this form for your records

Date: _____

2022 Fall Multi-Show Reservation Form

Please return this Reservation Form and your deposit to:

The Jenkins Agency Inc., 1076 Skyvalley Crescent, Oakville, ON L6M 3L2 or Fax: 905-827-8139

Tel: 905-827-4632 Toll Free: 1-800-465-1073 Email: dave@jenkinsshowproductions.com Website: www.jenkinsshow.com

Company Name: _____

Phone #: _____ Fax #: _____

Email: _____

Mailing Address: _____

City: _____ Postal Code: _____

Preferred Payment Method:

Credit cards are accepted for deposits, **balance to be paid on e-transfer**. If payment is not received by the due date then the credit card on file will be used for the balance. Please email all payments to: dave@jenkinsshowproductions.com

Balance Enclosed - postdated for July 11, 2022 for Oakville and September 1, 2022 for Ancaster. _____ HST#: R110158359

Total deposit enclosed: _____ Cheque Visa Mastercard
(No HST required on deposit. Cheques payable to The Jenkins Agency Inc.)

Authorized Signature: _____
(This acknowledges you have read and accept the rules & regulations of this agreement)

Credit Card Number: _____

Name On Card: _____ Expiry: _____

Signature of Card Holder: _____

The balance of payment will be automatically applied on the due date unless otherwise stated. July 11, 2022 for the Oakville fall home show, and September 1, 2022 for the Ancaster fall home show.

Print name in full: _____

Please note that 13% HST is applicable on the total booth price.

Please check off the shows you are booking. For more info please contact Dave Jenkins at dave@jenkinsshowproductions.com

SHOW DATES	BOOTH REQUESTS	2022 BOOTH PRICES
<input type="checkbox"/> Oakville Lifestyle Fall Home Show September 9-11, 2022	_____	Ancaster Lifestyle Fall Home Show <input type="checkbox"/> 10'x10' \$1399 + HST <input type="checkbox"/> Corner requested (add \$150 + HST) <input type="checkbox"/> 10'x20' \$2698 + HST <input type="checkbox"/> Corner requested (add \$150 + HST) <i>*Larger booths available upon request</i>
<input type="checkbox"/> Ancaster Lifestyle Fall Home Show October 14-16, 2022	_____	
<input type="checkbox"/> If you need electricity please check here. For the Oakville show power is \$120+HST each if ordered in advance. \$150+HST if ordered on site. Power in Ancaster is included in the booth price.		Oakville Lifestyle Fall Home Show <input type="checkbox"/> 10'x10' \$1199 + HST <input type="checkbox"/> Corner requested (add \$150 + HST) <input type="checkbox"/> 10'x20' \$2298 + HST <input type="checkbox"/> Corner requested (add \$150 + HST) <i>*Larger booths available upon request</i>
		Deposit required for all shows: 10'x10' \$600 per show 10'x20' \$800 per show

Spring 2022 Exhibitor Testimonial

“Thank you Jenkins Show Productions for getting back into producing home shows. The events were well organized and well advertised. It was great to be back at in-person events and talking to so many homeowners. Looking forward to the next show!”

Lisa Anderson, Regional Marketing Manager

TELUS



Home Show Rules and Regulations

- Please retain a copy of this form for your records. This form serves as both an application and a contract.
- No booth sharing or sub-leasing of exhibit space is allowed without consent of management. Tables and chairs are not included.
- All exhibitors must abide by local fire regulations (fire inspectors from the community may inspect your display), bylaws and regulations from the city, facility, police, electrical personnel including consumer and health and safety concerns. All exhibitors must abide by The Jenkins Agency Inc. and the facility's show rules and regulations unless prior arrangements are made.
- During the show each exhibitor is responsible for his/her own display and its contents and may only display, promote and sell the items listed on the reservation form. The exhibitor may not sub-lease all or a portion of the booth space to another company.
- **Exhibitors agree to have at least one employee working their booth at all times during all show hours.**
- All exhibitors must be properly insured.
- Please email insurance to dave@jenkinsshowproductions.com
- All signage within each booth must be professionally produced (no handwritten signs).
- To enable your neighbour to be seen, it is recommended that objects located at the front of your booth be lower than 4' high unless prior arrangements are made.
- NSF cheque charge \$50.00.
- Electricity must be requested in advance. All equipment used by exhibitors must be CSA approved. This is the exhibitor's responsibility.
- Heavy duty commercial extension cords must be supplied by the exhibitor if electricity is required
- The exhibitor releases the show coordinators, and any of its assignees and employees from any injury or damage incurred by the exhibitor or the exhibitor's agents and for any personnel and employees of the facility/owners. The exhibitor also releases the show coordinators from all liability and responsibility for any theft or damage to goods included in the display or done to the premises before, during or after the show.
- The Jenkins Agency Inc. reserves the right to use alternative methods of show promotion.
- Displays must be staffed during show hours.
- Move-out arrangements must be made for Sunday evening at 5 p.m. (not before). For the integrity of the show, dismantling of a booth or removing product prior to the last closing day of the show is strictly prohibited. If an exhibitor leaves items after the scheduled move-out or damages the space and there is an additional cost, it is strictly the exhibitor's responsibility.
- The show organizer reserves the right to move an exhibit due to management's request or other extenuating circumstances. No absolute guarantee can be given to requested exhibit position within each show - however, requests are considered.
- Management of the facility and the show organizer retain the right to ask any vendor to vacate or leave the premise upon request at any time. Facility owners and/or the show organizer are not responsible for any loss of business or personal income incurred by the tenant due to the removal or movement of a display or cancellation or postponement of the show due to *unforeseen circumstances** or damages and expenses the exhibitor may incur resulting from the change.
- * Please be assured that in the unlikely event the home show cannot take place due to the Covid-19 pandemic that rent paid will be applied to a future show.
- If you decide to cancel your booth at a home show before August 1, 2022, you will forfeit your deposit. The balance will be credited to a future show. Refunds will not be given for cancellations after August 1, 2022.
- All exhibitors agree to abide by local Covid-19 protocols.
- Final exhibitor approval is determined at the discretion of show management.
- HST Number: R110158359.



 Find us on Facebook!



Jenkins Show Productions is the proud organizer of Ontario's finest community home shows.

1-800-465-1073