

OKANAGAN PET EXPO

LAUREL PACKINGHOUSE
& SQUARE

MAY 26, 2024

SUN 10AM-4PM



**Exhibitor
Handbook**



ABOUT THE SHOW

2020 was the year we were to introduce Kelowna to the **Okanagan Pet Expo**. For obvious reasons, things have been a little delayed...but after an amazing first show last year, we are in 2024!

Guests will enjoy vendors, presenters, and fun! It will give attendees the opportunity to learn and experience all there is to know about pets!

This is an opportunity for pet related businesses or associations to showcase what they do best to thousands of attendees. With a \$7 Billion market Canada-wide, come to Kelowna to take advantage of your slice of the pie!

For more information please contact:

RedScope Media

Rosanne Ting-Mak Brown - Event Producer

Email: okpetexpo@gmail.com Phone: 250-864-3480



WHY EXHIBIT?

Be part of everything there is to know about pets!

Why should you exhibit at the Okanagan Pet Expo?

- Increase Sales
- Generate Leads
- Build Partnerships
- Increase Brand Awareness
- Reinforce Relationships
- Industry Networking

Exhibiting at the Okanagan Pet Expo gives you access to hundreds of consumers over the day.

This event brings together people with a love of pets. While promoting education, pet safety, and more!



EXHIBITOR INFORMATION

Show Location

Laurel Packinghouse & Square
1304 Ellis St, Kelowna, BC V1Y 1Z9

Setup at 8:00am. (Must be signed in by 9:30am or space is forfeited)

Doors open at 10am

Event ends at 4pm

Table Fees:

Indoors

- 6ft indoor Table \$149 +GST
- 8ft Indoor Table \$159 +GST
- 7'Deep x 14'Wide \$269 +GST (8ft table incl)

Outdoors Covered

- 8ft Table Space \$99+ GST (no table incl)
- 10x10ft Tent Space \$159 + GST (must provide own 10x10 tent, with weights...no table incl)
- For outdoor spaces, tables can be rented for \$25, or you may bring your own.
- Each booth exhibitor will receive a listing on the website listing and 2 exhibitor passes.
- Payment of fees will be made at the time of registration. In the event you are not eligible to participate, you will be issued a full refund. You must be pet related to participate.



**HOW TO BE
PART OF THE SHOW!**

Apply online here: [Okanagan Pet Expo Online Registration](https://www.okanaganpetexpo.com/registration)

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APPLY ONLINE AT WWW.OKANAGANPETEXPO.COM

TERMS & CONDITIONS

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1. The Exhibitor agrees to abide by all rules and regulations adopted by RedScope Media (RSM) and that RedScope Media will have the final decision in adopting any rule or regulation deemed necessary prior to, during and after the show.
2. The Exhibitor agrees to use the space(s) provided only for the display of the products or services specified in this agreement and agrees not to sublet the space(s) unless written authorization is provided by RSM. All exhibitors must be pet/animal related, and RSM reserves the right to cancel and refund a vendor that is not a good fit for this event.
3. Currently only indoor space has access to electricity at the posted rate. Any additional electrical will be at the exhibitor's expense. All electrical equipment or apparatus used must be approved by the appropriate Hydro authorities prior to the Show unless such equipment or apparatus has been given C.S.A. certification. The exhibitor agrees to abide by any decision made by the Hydro authority in the event of any dispute. Equipment not approved may be required to be removed from the Show.
4. The Exhibitor will hold RSM and the owners of the buildings and grounds harmless from any damage or liability arising from any injury or damage to said Exhibitor, his agents, servants or employees, or to the property of the said Exhibitor occurring in the buildings or grounds or the approaches and entrances thereto, except by negligence of RSM.
5. Cancellation Policy - The Exhibitor will have the right to cancel his reservation for space according to the following schedule:
Up to March 26/24– Exhibitor will forfeit 10% of the total cost as an administration fee penalty.
Up to April 26/24 – Exhibitor will forfeit 50% of the total cost.

*Should the Exhibitor cancel his reservation after March 26/24 they will be liable for the total amount of the payment. All cancellations must be confirmed to RSM in writing and the effective date will be the date the notification is received. On notification of cancellation, RSM will be free to re-let the space(s).
6. In the event the Exhibitor fails to comply in any respect with the terms of this agreement, all rights of the Exhibitor hereunder will cease and terminate. Any payment made by the Exhibitor on account hereof will be retained by RSM as liquidated damages for breach of this contract and RSM may thereupon re-let the

TERMS & CONDITIONS

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7. RSM reserves the right to reject or prohibit exhibits or Exhibitors or to relocate exhibits or Exhibitors when in RSM's opinion such moves are necessary to maintain the character and/or good order of the Show. No monies will be returned to Exhibitors under these conditions.

8. The Exhibitor's property will be placed on display and exhibited at his risk and RSM assumes no responsibility for loss and damage thereto. The Exhibitor will assume all responsibility for loss of damage to his property due to fire, theft, flood, lightning, earthquake, explosion, or any other cause beyond the control of RSM.

9. The Exhibitor agrees to have liability and property damage insurance to limits satisfactory to RSM and proof of such insurance shall be available to RSM before the opening of the Show.

11. The Exhibitor agrees that their display will be completely setup by 9:45am on May 26th, 2024 and that no display will be dismantled or goods removed during the entire run of the Show and the display will remain intact until the closing hour of 4pm. The Exhibitor also agrees to remove this exhibit, equipment and appurtenances from the Show premises by the final move out time, or in the event of failure to do so, the Exhibitor agrees to pay for such additional costs as may be incurred. The removal of equipment or material from the grounds will not be allowed before move out except where accompanied by "Release Forms" provided by RSM.

12. In the event the building should be destroyed by fire or the elements or if any circumstances whatsoever should occur which might make it impossible for RSM to permit Exhibitors to occupy the premises or if the Show is cancelled, RSM shall not be liable to indemnify or reimburse the Exhibitor in respect of any damage or loss, direct or indirect, arising as a result thereof, and RSM in no way, will be responsible for claims or damage which might arise in consequences thereof.

13. The Exhibitor is liable for any damage caused to building floors, walls or columns, or to standard booth equipment, or to other Exhibitor's property. The Exhibitor may not apply paint, lacquer, adhesive or other coating to building columns and floors or to standard booth equipment. The Exhibitor agrees to be aware of and comply with the Exhibitor Guidelines provided by The Laurel Packinghouse

*No duct tape, scotch tape, pins, nails, or other materials are to be affixed to the space, including the flooring, and lights should remain in position, in order to protect the status of the Laurel Packinghouse as a Municipal Heritage Landmark.

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14. The Exhibitor agrees to observe all union contracts and labour relation's agreements in force, agreements between RSM and official contractors serving the building and/or companies operating on the grounds in which the building is located. The Exhibitor will not do anything directly or indirectly with his display which may be a violation of any law, bylaw, ordinance or regulation of any governmental body or which may be in violation of the regulation of the Canadian Fire Underwriters Association or any other similar body.
15. The Exhibitor agrees to maintain qualified personnel in the display at all times during the Show hours.
16. RSM takes no responsibility in the level of sales you may achieve as RSM has no control over product, pricing, and sales ability.
17. This market is indoor & outdoors and will run rain/shine, there will be no refunds due to inclement weather.
18. RSM will not assume any responsibility for losses or damages incurred from pilferage or any other causes.
19. Exhibitors should take all possible precautions to protect their own property, including insurance if deemed necessary.
20. Would you like to bring a pet to the show? Pet Approval and a completed waiver is required.
21. Should you bring a pet, you must get approval and follow these Pet Rules:
- All pets must be either on a leash not exceeding 6 feet in length, or in a suitable harness/containment system
 - No retractable leashes
 - Owner must clean up after his/her pet
 - Pet owners must report any incidents to show staff and to First Aid immediately
 - Pet owners must adhere to the event rules, and obey security if asked to leave
 - Your pet must meet all municipal by-laws
 - You must obey posted signs regarding access to designated areas

If you have any questions, please feel free to contact Rosanne Ting-Mak Brown - Show Producer at

OKANAGAN PET EXPO PET WAIVER

Pet Waiver Page 1

I am a Show Exhibitor bringing animal(s) into the Okanagan Pet Expo held May 26th, 2024 produced by RedScope Media.

I hereby agree to the following:

Eligibility Requirements:

Fill out and sign this waiver form (this is mandatory for all Show Exhibitors bringing animals).
Initial _____ Confirm that your pet is up to date on both rabies and distemper vaccinations if required

Initial _____ Confirm that your pet has not shown any of the following symptoms in the last 7 days: cough, runny nose, fever, lethargy, eye discharge, and reduced appetite

Rules:

- All pets must be either on a leash not exceeding 6 feet in length, or in a suitable harness/containment system
- No retractable leashes
- Owner must clean up after his/her pet, and any waste must be placed in designated area.
- Pet owners must report any incidents to show staff and to First Aid immediately
- Pet owners must adhere to the event rules, and obey security if asked to leave
- Your pet must meet all municipal by-laws
- You must obey posted signs regarding access to designated areas

APPLY ONLINE AT WWW.OKANAGANPETEXPO.COM

OKANAGAN PET EXPO PET WAIVER

Pet Waiver Page 2

Certification:

I hereby certify to the following facts and agree to the following terms:

- Intial _____ I take full responsibility for my pet attending the event and will be in control of my pet
at all times
- Intial _____ All the information contained in this waiver is true and accurate
- Intial _____ My pet is not aggressive, not in heat, and has not had incidents of biting or shown aggression in the past
- Intial _____ My pet has never caused bodily or property damage

Indemnification:

I am aware that during the course of my visit to the event, certain inherent risks are involved because I am attending with my pet, along with other attendees' pets. In consideration for being allowed to attend the event with my pet, I acknowledge and voluntarily accept and assume full responsibility for any risks to me and my pet, and further agree I waive and release any and all claims that I may have against RedScope Media, it's events, it's organizer, the event facilities, any and all employees and volunteers of the aforementioned organizations and agree not to sue for losses, damages, expenses or fees which arise out of or result from, or are related to in any manner my attendance to the event.

By signing this waiver, you acknowledge and agree that you were given an opportunity to ask any questions about this waiver, to discuss alternatives with event organizers, and were given adequate consideration for this waiver. You understand and agree this waiver shall be binding on each participant and their respective heirs legal representatives, successors, and assigns and shall inure to the benefit of the event organizers.

SIGNED: _____ PRINT NAME: _____

PET TYPE: _____ PET NAME: _____

DATE: _____ PHONE: _____