



HFCC Celebrates

Non-Profit Contract

June 11-12, 2022

11:00 a.m. to 5:00 PM

**Hamilton Filipino Community Centre
1275 King Street East, Hamilton, Ontario**

Exhibitor Entry: 9:00AM Saturday morning. Permit will be picked up at the Main Entrance with ID Saturday morning. Vendors & their staff MUST be loaded in and permit picked up by Saturday at 10:00 AM.

Exhibitor agrees to abide by all show rules, policies and procedures printed and incorporated in this application/contract. Signature of this contract indicates that the person signing accepts personal liability for his/her company.

- Setup time : **Saturday June 11, 2022 & Sunday June 12 at 9:00 AM**
- Tear down time: **Saturday and/or Sunday, June 12th at 5:30pm** (2 day exhibitors)
- Exhibitor must comply with these arrangements. **NO EXCEPTIONS.**

Management reserves the right to refuse to accept any request for exhibition space for any lawful reason.

Maximum rental 2 spots for exhibitors/company/sellers/vendors. There are only 20 spots available.

DISPLAY TABLE COST

VENDOR FEE: \$10.00 (per day)

HFCC to provide table in which to showcase and/or sell your products. Set-up table yourself. 10 tables each will be allocated to business and 10 tables for people who want to sell “stuff“ i.e garage sale, trinkets, jewellery, articles of clothing (barong tagalog, T-shirts etc..Application will be processed in order of date on a first come, first serve basis.

Your fee will include the following:

- Free table (\$10.00 per day). Return table at end of each day's event. Leave table if booking for 2 days.
- Free Parking space in parking lot which will serve as vendor space
- Facebook mention
- Website mention at HFCC website.

Please return this contract as soon as possible or by May 20st 2022 Inclusive . Thank you.

DESCRIPTION OF PRODUCT OR SERVICE:

Name: _____ Company: _____

Address: _____

City: _____ Prov: _____ Postal Code: _____

Phone: _____ Cell Phone: _____

E-mail: _____ Website: _____

Authorized Signature: _____ Date: _

Method of Payment : Cheque, made payable to : Hamilton Filipino Community Centre or HFCC.

E-transfer: hfcc@bellnet.ca Cash payment: drop by HFCC any Wednesday from 11 a.m. to 1 p.m.

Pick up your permit on June 11 or June 12 or if you paid for 2 days leave table where you set it. In case of rain bring table inside building. We will make certain your table will be placed back on the previous spot.

Exhibitor will not be allowed to occupy any space that a contract has not been signed for and will not receive their exhibitor permit until form is completed and returned.

Event Coordinator Info: Gaspar Aberilla C 905.741.0536 | Tel : 905 545 1435| gasparpaberilla@gmail.com

RULES & REGULATIONS

Show management reserves the right to enforce strict compliance with all rules and regulations, exceptions to the following rules and regulations will not be permitted.

1. THE PROMOTERS of the event

HFCC Celebrates, referred to hereafter as "Management".

2. SPACE ASSIGNMENT

Management reserves the right to determine vendor location. Space sharing is not permitted without consent of management. Exhibitor may not assign their spot/spots or any portion thereof to any other person for any reason.

3. BOOTH FEES

Booth fees are payable in full by May 20th 2022. A payment of \$10.00 per table must accompany a signed contract to be valid. **Exhibitor will not be allowed to occupy any booth not fully paid for. In such case, any exhibit space money received shall be considered a non-refundable deposit.**

4. DISPLAY REGULATIONS

No exhibit may block or interfere with a neighboring exhibit. Exhibitors shall confine all exhibit activities within the limits of their space. All materials and activities in a table shall be relevant to the Exhibitor's products and/or services. Absolutely no exhibits are permitted outside the

contracted exhibitor space without express written permission from Management.

5. EXHIBITOR ATTENDEE & PERMIT REGULATIONS

All Exhibitors are required to register. Permits will be issued and must be displayed by registered attendees for the duration of the festival, including setup and teardown. Exhibitors are not allowed to issue unauthorized, complimentary or discounted permit to anyone. Exhibitors may not assign permit to any person other than the person thereon.

6. EXHIBIT SETUP

Scheduling of vehicle entry will be made in advance of festival. Schedule must be enforced. No early packing may be started before the festival closing on Sunday June 12, 2022 at 5:30pm. For 1 day table rental you may exit June 11, 2022 at 5:30pm). Cooperation on this point from all exhibitors is required. Safety of everybody is paramount. Failure to comply with this request will result in loss of future exhibition privileges. All exhibits must be removed from the venue by 06:30 PM June 12th, 2022, unless arrangements were made with Management prior to end of show. If no arrangements were made, exhibit will be removed by the Festival Manager at the Exhibitor's

expense. Management will not assume any liability for any injury that may occur to show visitors, Exhibitors or their agents and employees or others, or their property, during Festival setup and dismantling periods. Any Exhibitor using the services of an independent decorating company assumes all liability for the acts of that decorator during installation or dismantling under this contract. No outside contractor employed by an Exhibitor is allowed to solicit work from any other Exhibitor in the Festival Area. Displays must be kept in an orderly and neat appearance. All exhibitor tables **MUST** be draped to the floor and sides covered with table cloths. No cardboard boxes will be permitted on top of tables.

OPTIONS & ELECTRICITY

There is no access to electricity. Each Exhibitor is responsible to bring or rent their own table cloths, tent and generator to supply their own power source.

STAFFING

Table spaces must be staffed at all times. Management shall have the authority to adopt and enforce all rules and regulations regarding booth staffing.

EXHIBITOR LIABILITIES

Exhibitor shall keep contracted area neat, clean and in good order. If the occupied space or any area of HFCC is damaged by the participant and/or his employees, the contracted Exhibitor is liable. Exhibitor hereby agrees to indemnify and hold harmless HFCC and all their managers, officers, sponsors, employees, agents, guests, successors, HFCC and all its employees and assigns from any damages, expenses, losses of liabilities, including but not limited to any suit or claim for personal injury, product liability, property damage or loss of use of property by whosoever sustained on or about Exhibitor's participation in the Festival.

7. FOOD & BEVERAGES

Exhibitors may only sell their goods as you are contracted to do so. No food and beverage is allowed to be served with this contract.

8. NO SMOKING

Smoking is prohibited on park grounds at all times and will be strictly enforced.

9. INSURANCE

Exhibitor shall carry general casualty liability and property damage insurance coverage (including premises, operations and contractual liability) of at least \$1,000,000 for such liability together with statutory worker's compensation coverage with a limit of at least \$100,000. This is our suggestion, not a requirement. Have no insurance at your own risk.

10. CLEANING OF AREA

Management will maintain Vendor area. Exhibitors must, at their own expense, keep their spaces clean and in good order.

11. SUBLEASE

Subleasing tables is expressly prohibited. Sharing a booth or table with another Company, unless contracted and approved by Management, is expressly prohibited. The distribution of samples, literature or other materials for a non-exhibiting company without a Festival contract is expressly prohibited.

12. EXHIBITOR RESPONSIBILITIES

The Exhibitor agrees to comply with all applicable local, federal, and government tax and other laws relating to the sale of goods or services, and to obtain, pay for, and display all necessary licenses and permits, and to pay all taxes and levies insofar as the Exhibitors own participation in the Festival is concerned.

13. CANCELLATION CLAUSE

Any Exhibitor wishing to cancel Festival space reservation for reasons of their own may do so in writing. A 80% refund on Festival space will be granted up to and including June 1st, 2022. Any cancellation after, will be accepted, but no refund of festival exhibit space money will be made.

14. FORCE MAJEURE

In the event any part of the exhibit or any portion thereof is unavailable whether for the entire event, or a portion of the event as a result of fire, flood, tempest or any other such cause, or as a result of war, strike, lock-out, labour dispute, riot or any other cause or agency over which the Festival has no control, or should the Festival decide that because of any such cause it is necessary to cancel, postpone or re-site the Festival, or reduce the installation time, Festival time, or move-out time, the Festival shall not be liable to indemnify or reimburse the Exhibitor in respect of any damage or loss, direct or indirect as a result thereof.

15. AMENDMENTS

Management shall have full power in the interpretation and enforcement of all contract regulations contained herein, and the power to make such amendments thereto, and such further rules and regulations as shall be considered necessary for proper conduct of the exhibition.

All Exhibitors will be promptly notified of any changes to these rules.