



APPLICATION AND AGREEMENT

Section One: Contact information, please print neatly, and complete all spaces

DATE:

COMPANY NAME: _____ (Exhibitor)	
CONTACT NAME: _____	
ADDRESS: _____	CITY: _____ PROV: _____
POSTAL CODE: _____	EMAIL ADDRESS: _____
PHONE: _____	FAX: _____ CELL: _____
FACEBOOK ADDRESS: _____	TWITTER: _____
WEBSITE: _____	INSTAGRAM: _____
OTHER: _____	

Section Two: Description of Vendor & Space Requested

Booth /Space Preference(s)	1 st :	2 nd :	3 rd :
Full Description of your product or service *as it will be printed in promotional materials and the CHBA Northern BC website (attach an additional sheet if necessary):			
Price point range: from \$_____ to \$_____			
<p>Note: all compressed air or liquid gas containers must be anchored to prevent tipping. It is the responsibility of the Vendor to provide secure anchorage. CHBA Northern BC must be notified if using these items. Please initial your understanding _____</p>			

Section Three: Applicant Requirements

- 50% of the total funds owing are due now for this application to be processed. The remaining 50% must be paid by Friday March 22, 2024.
- Applications must be fully completed to be processed; An unsigned (on reverse of this page) application will not be processed. By signing, you acknowledge and agree to follow all rules and regulations as outlined in the 2024 Vendor Package and in the 2024 Application & Agreement.
- By signing this application (on the reverse of this page) you agree to comply with all guidelines and orders from the Provincial Health Officer (PHO) with regards to COVID19, or the prevention of infectious disease, as direction is given from time to time. Organizers will enforce compliance. You will not participate if you do not agree.**

For office use only:

Date	Deposit Amt. Pd.	Balance Amt. Pd.	Method of Pymt.	Booth Awarded	Notes

Section Four: Vendor & Concession Space Details

	Frontage X Depth	COST:	QTY:	Sub Total for Space
Indoor Vendor	10'X10'	\$900.00		
Indoor Vendor *corner	10'X10'	\$950.00		
Outdoor Vendor	20'X10'	\$800.00		
Outdoor Vendor	20'X20'	\$1,100.00		
Concession Indoor/Outdoor		\$700.00		
			Sub-Total for Space	
<i>Early Bird Discount: 15% OR CHBA Northern BC Member Discount: 25%</i>			Less 15% or 25%	
			Total for Space	
			GST (5%)	
			GT for Space (A)	
			Additional three-day passes: \$10.00 Incl GST	
			Additional one-day passes: \$5.00 Incl GST	
			Grand Total (B)	
			Less Deposit (50% of the GT for Space (A))	
			Balance Owing: Full Balance is due on or before March 22, 2024, 5pm (B-A)	

Payment arrangements:	
Please check one and do not pay prior to receiving an invoice *invoices are emailed.	
	Cheque is in the mail: #115 – 1705 Third Avenue, Prince George, BC V2L 3G7 to CHBA Northern BC
	E-transfer funds to: eo@chbanorthernbc.ca. A password is required and will be shared within the email containing the emailed invoice. Do not e-transfer funds without an emailed invoice and password.
	Invoice will be paid online with a credit card (Visa/MC/Debit Visa are accepted) upon the receipt of an emailed invoice.

I, (the signor below), a representative of the company named on this form, acknowledge that I have fully read and understand all the Rules and Regulations of the CHBA of Northern BC in the 2024 *Vendor & Concessionaire Package* and in this 2024 *Application & Agreement*.

*Bulk booth space is available, just ask!

X _____
 Signature Contact Name - please print clearly Date