



WWW.CHILLIWACKRVSHOW.COM

EVENT REGULATIONS & EXHIBITOR POLICIES

BALLOONS

Heritage Park does not permit the handing out of air or helium filled balloons. Exhibitors wishing to use balloons for decor must first receive approval from show management, then sign a "balloon waiver" form accepting retrieval and repair costs.

BANKING

There is only a Non Bank Affiliated ATM on site at Heritage Park. Exhibitors should ensure they have a sufficient float of small bills and coin for making change. Some change may be available from the Community Policing at the Front entrance. Cash should not be left in your booth untended or overnight.

BARK MULCH & LAWN SOD

Bark mulch & Lawn sod may be used in Heritage Park, but only if plastic sheeting is used underneath. It is the exhibitor's responsibility to remove this material from the premises.

BOOTH HEIGHT

Due to Heritage Park sponsor advertising on the walls, booths may generally not be higher than eight feet. Please check with the Show Office if you have a concern about the height of your booth. Sidewalls are 3' high; the front 7' of the booth displays may not be higher than the sidewalls.

CARPET TAPE

Heritage Park has very stringent regulations concerning the use of tape on the concrete floors. **NO ADHESIVE TAPES SHALL BE USED ANYWHERE IN THE BUILDING EXCEPT FOR SHURTAPE #PC-618 CLOTH TAPE, OR HOCKEY TAPE WHICH IS THE PREFERRED TAPE.** Plastic type double-sided tape, used to secure many types of floor coverings, is not permitted for use in Heritage Park.

CHILDREN

Workers' Compensation Board regulations require that children under the age of 16 years may not be on site during move-in or move-out.

COMBUSTIBLES

Any internal combustion engines, vehicles or equipment must not contain more than one quarter (1/4) tank of gasoline or fuel, and must be inoperable, i.e.: battery and/or ignition disconnected. Fuel caps must be locked shut.

Decorative covers or booths shall be inherently flame proof or properly treated with a flame retardant chemical. Oilcloth, tarpaper, cardboard, nylon, orlon, and other materials that cannot be made flame retardant are prohibited.

CONCESSIONS

Heritage Park has full concession facilities available. No free food or drink will be provided by the show for exhibitors. **NO OUTSIDE FOOD MAY BE BROUGHT INTO THE BUILDING WHILE THE CONCESSION STANDS ARE OPEN.**

DRAW PRIZES

Exhibitors holding a draw or contest at the show must provide a copy of the rules and entry form to the Show Manager. Winners for the draws or contests must be determined by the close of the 2010 CHILLIWACK HUMDINGER RV Show & Sale. For more information, please read Exhibiting Condition #5 on the back of your Exhibitor Contract.

ELECTRICAL

Booth exhibitors are provided with one duplex outlet. Small bulk exhibitors are provided with one duplex outlet per 20' of space. Bulk exhibitors are provided with **ONE** 1500 watt outlet for every **TWO** RVs. Any other power requirements are the responsibility of the exhibitor, and can be ordered from **Nonis Electrical Services**. An order form can be obtained on the show web site **WWW.CHILLIWACKRVSHOW.COM**

EXHIBITOR PASSES

Exhibitor badges **will be** necessary for admission during show hours. Admission before the show opens will be through the west entrance in building #1. You may wear your own company nametag during the show, however, do not use them for entering the event or Security will not allow the person to gain entrance.

EXHIBITOR PARKING

There will be a large area close to the Exhibitor Entrance for Exhibitor Parking. **Do not** park at the rear of the facilities or clearly marked reserve parking areas for Heritage Park Staff. Your vehicle will be towed at the owners expense if you're found to be parking illegally.

FIRE EXIT DOORS

Fire Exit Doors must be kept clear at all times. **EXHIBITORS MAY NOT USE FIRE EXIT DOORS FOR ENTERING OR LEAVING THE BUILDING.**

GIVEAWAYS

Due to sponsorship agreements, there may be restrictions on some products you may wish to give away. Please check with the Show Office prior to making any arrangements to hand out anything other than your own products.

HOTEL

Chilliwack Heritage Park RV Show Association has a room block reserved at the Best Western Rainbow Country Inn. Rooms are available for the reduced rate of \$91.99 per night; please make your reservation directly and mention Chilliwack Humdinger RV Show when booking to receive the special rate.

BEST WESTERN RAINBOW COUNTRY INN

43971 Industrial Way

Chilliwack, B.C. Phone: 604-795-3828 Toll Free: 1-800-6651030

Located just off Highway #1 at Exit 116, the Lickman Road Exit, and one block from Heritage Park. Reservations should be made directly with the hotel.

EXHIBITOR MEET & GREET

There will be an Exhibitor Meet & Greet reception at the close of the show on Thursday March 18th (9:00p.m.) at JD's Lounge at the Best Western Rainbow Country Inn. Appetizers will be provided, cash bar.

HOUSEKEEPING

Only show aisle carpets will be cleaned daily. Cleaning/vacuumping services for exhibitor booths can be arranged through the Show Manager.

INSURANCE

Exhibitors are responsible for carrying at least \$2 million in public liability insurance, which includes Chilliwack Heritage Park RV Show Association as an additional insured. The insured period is to include the move in and move out dates. Exhibitors must provide written proof of insurance to the Show Manager by March 15, 2010. Exhibitors will be liable for, and will indemnify and hold harmless the **Show Producer and Show Management**, of any losses or damages whatsoever suffered by anyone or to anything as a result of the Exhibitor's participation in the show.

PROPANE TANKS

Propane fuel tanks must not be larger than a 5 lb. unit, unless empty or attached permanently to an RV. The propane tank must be certified as to its proper filling density. A regulator valve complete with excess flow protection must be installed. Extra tanks must not be stored indoors.

SECURITY

On site Security will be monitoring the entire facility to ensure no entry is gained through Emergency Exit doors. Overnight security will be in place during the show, however exhibitors are reminded not to leave cash or small valuables on site overnight.

SHIPMENTS TO HERITAGE PARK

Goods being shipped separately to your exhibit space may not arrive until Tuesday afternoon, March 16, 2010 and should be addressed to:

Exhibitor Name c/o Chilliwack RV Sale & Show Event - Heritage Park
44140 Luckakuck Way, Chilliwack, B C V2R 4A7. 604-824-9927

SHOW HOURS

Show hours for visitors are:

Thursday,	March 18 -	10:00 am to 9:00 pm
Friday,	March 19 -	10:00 am to 9:00 pm
Saturday,	March 20 -	10:00 am to 9:00 pm
Sunday,	March 21 -	10:00 am to 5:00 pm

SHOW SERVICES

All booths and small bulk areas will be provided with 8' back draping and 3' side draping. Any other decor items are the responsibility of the exhibitor. You may bring your own decor items, or rent them from the official Show service display company Levy Show Services. They can provide anything you need to decorate your exhibit space. Order forms are available on the website www.chilliwackrvshow.com.

SMOKING

Exhibitors are **NOT** allowed to smoke in the **building**. There will be a smoking area outside the rear entrance to building #1 next to the concession stand. Do not use any fire doors to exit the building.

STAFFING OF BOOTHS

The booths must be staffed at all times. Staff must be in place by show opening hours and must remain until the show closes. If you are a sole exhibitor and require someone to stand by your exhibit while you take a break, arrangements can be made through the show office.

TELEPHONES

If you need telephone lines to your booth for phones or faxes, contact TELUS directly at 604-310-3100 or 1-888-811-2828. Most cellular phones work in the building.

WIRELESS SERVICES

There are wireless services available on site through **ZONAWAVE WIRELESS COMMUNICATIONS**. Log into www.zonawave.ca for connection information.

WALLS AND FLOORS

No adhesive tapes may be used on the walls or on the floors. "Funtack" or "Hold-it" may be used to adhere lightweight materials to walls; cloth carpet tape or hockey tape are the only tapes that may be used on the floors. The exhibitor is responsible for the cost of repairing any damage to the walls or floors of Heritage Park that is caused in any way by the exhibitor's display or staff. Heritage Park prefers the use of hockey tape.

ADDITIONAL RULES

IF ANY OF THE FOLLOWING RULES ARE NOT ADHERED TO YOU WILL BE CHARGED

- *** DUCT TAPE IS SPECIFICALLY PROHIBITED, THERE WILL BE A CHARGE FOR RESIDUE REMOVAL IF USED
- *** NO RAZOR BLADE KNIVES TO THE USED ON CARPETS ON DIRT FLOORS (This is a hazard for Heritage Park's regular activities)
- *** NO NAILS SHALL BE USED TO HOLD DOWN CARPETS ON DIRT FLOORS (This is a hazard for Heritage Park's regular activities)
- *** NO SPRAY PAINT OR DOUBLE SIDED TAPE TO BE USED ON CEMENT FLOORS
- *** RV'S ARE REQUIRED TO HAVE WOOD UNDER THE HITCH AND JACKS, BATTERIES MUST NOT LEAK AND HAVE SOMETHING UNDER THEM
- *** TIRE BLACKENER MUST NOT BE SPRAYED NEAR CONCRETE FLOOR OR YOU WILL BE CHARGED FOR REMOVAL
- *** DO NOT PARK IN ANY RESERVED PARKING SPOTS, AGAINST THE BUILDING, IN THE FIRE LANE OR AT THE REAR OF THE BUILDING. YOU WILL BE TOWED WITH NO PRIOR NOTICE, EXHIBITOR PARKING WILL BE CLEARLY MARKED AT THE WEST SIDE OF HALL #1.

If you have any questions regarding anything in this notice, or anything that has not been covered, please contact:

Joan Jackson, Show Manager 604-575-3868 / 1-877-662-7233 – info@rvda.bc.ca

GOOD LUCK TO EVERYONE & ENJOY THE SHOW!