



Sundre & District Chamber of Commerce

Neighbour's Day 2010

Booth participation

This Year's Theme: "The Next Generation, Carrying on the Legacy"

SPOG Oil and Gas related Booth Information:

- Set up: Tuesday, September 07th, 1-6PM; a light snack will be provided. All booths must be set-up prior to 8:00AM Wednesday, September 8th.
- Booth size: **8' x 8'** – if you require additional booth space please let us know. Includes a table and 2 chairs.
- Please bring your own extension cord, each table along the perimeter is allowed one outlet, *Please do not plug in multiple items ie. power bar into the one outlet. Each booth has one outlet only.
There is no charge for your booth if you are a SPOG Community Member or a paying SPOG Member Company.
For non members the fee is \$225.00 plus GST. Power for non members is an additional \$25.00.
SPOG booth applicants should contact Janet Marr at 403 638-5117 or email janet.marr@spog.ab.ca Applications can be faxed to 403 638-5107.

For all SPOG booths: We also require 1 question from your company that is related to our theme, so that we can consider including it on our passports. Please tell us the answer the answer to the question must be visible somewhere in your display. We will also need some item(s) donated for door prizes. Neighbour's Day requires many hands and resources to ensure success. If your company is able to assist in any way both SPOG and the Chamber would be very grateful, please let us know.

Sundre and District Chamber of Commerce, Business booth information:

1. Set-up Tuesday, September 7th, 2010 from 4-8PM in the Curling Rink. All booths must be set up by 8:00AM, September 8th, 2010. Anyone wishing to set up the day of the show can do so after 7:30AM and must be operational by 9:00 am. Booths must be manned at all times during the hours of operation. Floor walkers are available to man your booth for short breaks and will be identified by name tags/lanyards/vests indicating they are volunteers. The Trade Show will be open from 9AM – 3PM and all booths are required to be open until the end of the show at 3PM.
2. Booth size 8' x 10. You will be provided with a table and 2 chairs. Free standing booths are allowed only if they can be set up within the allotted booth space provided. Gazebos, tents or any similar items **must not** encroach on another vendor's space and may not extend into the aisles.
Fees: Paid Sundre Chamber members: \$175.00, Non Sundre Chamber Members: \$225.00, Only 6 tables available for Not for Profit Groups @ \$50.00 (if they provide volunteers for 2 hours shifts there will be a \$25 refund per volunteer back to their organization). Two corner booths are available \$400.00ea. Chamber booth applicants should contact Ev Mill at (403) 638-2842 or (403) 638-4040 or Kelli MacDonald at (403) 638-8048 or (403) 638-4944. Mailing Address: Sundre Chamber of Commerce, Box 1085, Sundre, AB. T0M 1X0
3. ****Note: There will be an additional charge of \$25.00 for all booths requiring electricity. Only booths along outside walls in both facilities will have power available. Vendors are required to bring their own extension cords. Electrical hook ups are limited to the outside wall booths and each booth is limited to one 15 amp. plug only. These booths are on a first come first served basis. There is an additional charge of \$25.00 for the wall booths.**
4. **The deadline for application for a booth will be July 15, 2010. FULL PAYMENT must accompany your SIGNED application to guarantee booth space. Should you need to cancel, your rental (less a \$50.00 administration fee) will be refunded until August 15, 2010. No refunds will be given after this cutoff date.**

All booths please fill in and designate which arena your display will be housed in:

SPOG - Hockey Arena _____ **OR** Sundre Chamber-Curling Rink _____
Booth Space requested \$ _____ + Electricity \$ _____ + GST _____ Total \$ _____
Company name: _____
Contact Person: _____
Mailing Address: _____ Town/City: _____ Province: _____
Postal code: _____ Phone: _____ Fax: _____
Email: _____ Signature: _____
In house use only: Assigned booth No. _____ in _____.