



# REQUEST FOR SPACE APPLICATION 2019

Office use only

Please print clearly (Name your Performance Bond will be refunded to)

Company Name \_\_\_\_\_ Contact Name \_\_\_\_\_

Mailing Address \_\_\_\_\_ City \_\_\_\_\_

Province \_\_\_\_\_ Postal \_\_\_\_\_ Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_

### CLASS OF VENDOR (Check one)

FOOD  AGRICULTURAL  OUTSIDE COMMERCIAL  INSIDE RETAIL

MUST provide a full description of the products/service you wish to sell. Please provide brochures and/or photos of your products/display as it would appear at the fair and attach separate page if more space is needed.

Only those items listed will be permitted.

### PREFERRED LOCATION (Check one)

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**NOTE: FOOD VENDORS: THIS REQUEST IS NOT COMPLETE WITHOUT COPY OF HEALTH PERMIT WITH VALID FISCAL DECAL AND EXPIRY DATE INCLUDED/OR COPY OF HEALTH PERMIT APPLICATION.**

<b>FOOD</b>		<b>INDOOR</b>		<b>OUTDOOR</b>	
Main Food Court	<input type="checkbox"/>	Hassen Hall	<input type="checkbox"/>	Outside Commercial	<input type="checkbox"/>
Secondary Food Court	<input type="checkbox"/>	Horticulture Building	<input type="checkbox"/>	Barn Row	<input type="checkbox"/>
Other Food Area	<input type="checkbox"/>			Kids World	<input type="checkbox"/>

**SPACE REQUIRED** When measuring total space required be sure to include length of hitch, overhangs, awnings, prep/storage area including BBQ's, freezers, smokers, etc. plus any seating.

Indoor Space: 10 x 10  10 x 20  10 x 30  20 x 20  Other

Outdoor Space: 15 frontage  20 frontage  25 frontage  30 frontage  35 frontage   
40 frontage  50 frontage  Other

Agricultural: 25 x 25  40 x 50  Other

Electrical needs required (amps) \_\_\_\_\_ Please note: (Max. 30amp) FAILURE TO COMPLETE APPLICATION WITH ELECTRICAL NEEDS AND EXACT SIZE REQUIRED WILL DELAY APPLICATION AND/OR FORFEIT IT. \*\*Food Vendors must meet all BC Health & Safety requirements. Valid permits will be required. \*\*Proof of insurance will be required before the application can be accepted (\$2 million minimum). \*\*You can purchase reasonable insurance through the IPE – please ask for information.

I/We understand that this reservation request becomes a contract once signed by the applicant and accepted by the IPE. We have read and agree to comply with the rules & regulations of the Interior Provincial Exhibition in Vendor Information Package.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

This application does not necessarily imply or guarantee space at the IPE. We do not guarantee exclusivity of products except as stated on page 4 of the rules & regulations. We reserve the right to limit or specify the products or services to be sold or displayed. Your application must include a refundable \$300 performance bond. No postdated cheques please. We accept Mastercard, Visa and Debit. The bond can be returned sooner if received on Visa or Mastercard. \*\*Credit Card Authorization form available for download\*\*\*Send completed forms to: Email: [terry@armstrongipe.com](mailto:terry@armstrongipe.com) or FAX: (250) 546-6181 or Mail: Box 490 Armstrong, BC V0E 1B0 Questions? Phone IPE office: (250) 546-9406 Web: [www.armstrongipe.com](http://www.armstrongipe.com)