



## APPLICATION FOR EXHIBIT SPACE

Expo Dates:

Friday, April 24, 2026 4:00pm - 8:00pm

Saturday, April, 25, 2026 10:00am -  
4:00pm

Expo Location:

Peace Memorial Multiplex  
650 2<sup>nd</sup> Avenue, Wainwright

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Business Name— as it will be listed publicly

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Point of Contact

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Address

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City

Province

Postal Code

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Phone

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Email

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On-site Contact Name

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On-site Contact Phone Number

\*Your details are collected for event communication only.

Brief description of product & services for event planning purposes:

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Brief description of products & services for marketing / promotional purposes:

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Booth Request. Booth locations can be requested until March 31, 2026. (Booth location is not guaranteed and is subject to availability):

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- Optional: Please email a png of your business logo for marketing purposes to:  
**expotradeshow@wdchamber.com**
- Exhibitor listing may be distributed via advertising outlets over social media prior to the event to assist with promotional efforts. If you do not wish to be publicly advertised as an exhibitor, please check here: ☐
- All items rented for the Chamber Expo are provided by The Tent Guys (Lloydminster). Please visit the website below to place an order for any ADDITIONAL items. (Items listed in the Expo Booth and Vendor Options – Size & Cost Chart (below) are included in your rental fee and do not need to be submitted through The Tent Guys)

<https://www.thetentguys.net/index.asp>

**Please read the attached 2026 Chamber Trade Expo Contract.**

By checking “I AGREE,” the exhibitor hereby acknowledges and agrees that they have read, understood, agreed to, and will abide by all the conditions of the contract.

I AGREE ☐



### PAYMENT

Please e-transfer your registration fees to [wainwrightchamber@gmail.com](mailto:wainwrightchamber@gmail.com), pay by cash or credit card at The Wainwright & District Chamber of Commerce office, or enter your credit card info below.

#### CREDIT CARD INFORMATION

Name on Card

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Visa          Mastercard

(circle one)

Card Number

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Expiry

CCV

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By signing below, I acknowledge that I agree to the terms and conditions of this registration.

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Signature

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Printed Name

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Date

## Expo Booth and Vendor Options – Size & Cost Chart

Category	Type	Footprint	Tables	Chairs	Event Décor/Finishing	Power	Wi-Fi	Cost	Number of items	Cost x Number
Trade Expo Booth	Small Square Booth	10 x 10	1	1	Black table skirt, black curtains between booths (pipe & drape), black backdrop curtain	Access available (BYO cords)	Building- wide	<del>\$475</del> Early Bird Price: \$427.5		
	Large Square Booth	20 x 20	2	2	Black table skirt, black curtains between booths (pipe & drape), black backdrop curtain	Access available (BYO cords)	Building- wide	<del>\$1,350</del> Early Bird Price: \$1215.00		
	Large Rectangle Booth	20 x 40	2	2	Black table skirt, black curtains between booths (pipe & drape), black backdrop curtain	Access available (BYO cords)	Building- wide	<del>\$2,000</del> Early Bird Price: \$1800.00		
Marketplace Stall	*	*	BYO tables	1	Marketplace atmosphere included: string lights where feasible, themed signage, curated layout	-	Building- wide	<del>\$250</del> Early Bird Price: \$225.00		
Food Vendor	Indoor/Outdoor designated space** (size TBD)		0	0	Shared indoor dining area	Access available (BYO cords)	Building- wide	<del>\$250</del> Early Bird Price: \$225.00		
Extras	Extra Exhibitor ID Badge		(Maximum of 5)					\$2		
Total Amount Owing:									\$	

\* Marketplace Stalls are “space-only.” Vendors bring their own table/display/shelving for a market-style look. The Chamber provides shared décor (lighting/signage) to create a cohesive Marketplace experience.

\*\* Note: Food vendors will be located indoors OR outdoors based on the type of vendor, the weather, and the vendor’s requirements. For example: a table selling hot pizza would be located indoors while a mini-doughnut truck would need to be located outdoors.



## 2026 Chamber Trade Expo Contract

To abide by the terms and conditions set forth in this contract between the Exhibitor and the Wainwright & District Chamber of Commerce ("[Management](#)");

1. Early Bird Pricing (10% discount on the price of the rental space only) is in effect until 11:59pm on February 28, 2026. Booth selection and reservation is valid upon receipt of complete payment and signed contract. No Exhibitor will be permitted exhibit space until the rental fee of the space has been paid in full. Should space be unoccupied 2 hours before the opening of the Show, Management may rent or use the space for other purposes without obligation of refund.
2. The exhibitor acknowledges that Management may be unable to assign the specific space requested. If this occurs, Management will advise the Exhibitor of the alternate space(s) available. Where multiple Exhibitors request the same space, it will be allocated to the first Exhibitor to submit the required payment for that space. Management reserves the sole and absolute discretion to assign and reallocate exhibit space.
3. **Cancellation of space must be made in writing and be received by Management by March 31, 2026.**
4. **To observe and abide by all rules and directives of Management including those in respect of move in, set up, tear down & move out procedures and observation of fire regulations.**

### **Thursday, April 23**

**Large displays & vehicles will be allowed to move in Thursday, April 23 from 4:00 pm—8:00pm.**

### **Friday, April 24**

**Exhibitors may move in & start setting up from 8:00 am – 1:00 pm  
Exhibitors MUST be set up by 3:00pm.**

**Loading bay doors will CLOSE @ 1:00 pm Friday, April 24. NO EXCEPTIONS.**

### **Saturday, April 25**

**Exhibitors MUST be set up by 9:30am.**

5. **Early leaving clause** – Any exhibitor who begins to dismantle displays prior to **4:00 pm Saturday, April 25**, and at the discretion of the Management will not be permitted to participate in future trade shows.
6. To permit the officers of the Management or any person authorized by them at any time to enter and inspect the exhibit space.
7. **Exhibitor agrees to display only products outlined on the application and not to assign or transfer this contract.** Subletting of space is prohibited. More than two firms may not exhibit in a single space unless approved by the Management.
8. To store in the booth only those goods or merchandise actually on display or for sale. Nothing shall be done or permitted by the exhibitor in or about the booth area, which shall be or result in a nuisance. The Management reserves the right to limit the generation of noise, smell, dust, smoke, litter, method of operation, creation of safety hazards or any other result which may be objectionable or otherwise distract from or be out of keeping with the character of the show as a whole. Booths must be maintained in a neat and orderly manner throughout the show. Preparation and/or serving of food or beverages of any kind without written permission of the Management is prohibited.
9. Management will maintain a security service and take reasonable precautions to safeguard the Exhibitor's property; however, Management assumes no liability for loss by the Exhibitor. The Exhibitor shall indemnify the



### (2026 Chamber Trade Expo Contract Continued)

Management and hold them harmless from and against all liability, claims, damages or expenses for or arising out of any act or neglect by the Exhibitor, its servants, employees, agents, invitee's licensees in and about the booth. In the event it becomes necessary to restrict any installation or activity or to evict an offending Exhibitor, the Management is not liable for any refund of exhibit space rental or any other expenses incurred by the Exhibitor.

10. No damage of any nature may be done to the booth structure or any part of the building. The Exhibitor is responsible for all damages caused by the Exhibitor to the facility and to all property owned or leased in connection with the show by Management and shall be liable for any damages, which he/she may cause.

11. **Good Neighbor Policy.** No Exhibit or display material shall exceed 4' in height in the first 5' of the booths. Exhibits or display materials may be up to and including 8' in height in the rear 5' of the booth. This guideline ensures that the public does not have an obstructed view of the booths in your aisle. Exhibitors renting a table may only use table top displays—there are no backdrops allowed in the table sections. Table top displays may not exceed 3' in height. **All exhibitors are asked to exercise care so that displays do not unduly obstruct visibility of adjacent displays.**

12. **Exhibitor agrees to maintain personnel to man the booth space during Show hours.**

13. Management reserves the right to alter or change or remove exhibits or any part thereof, including printed materials, product, signs, lights or sound and to expel Exhibitors or their personnel if, in Management's opinion, their conduct or presentation is objectionable to other exhibitors or member of the public attending the Show.

14. Each exhibitor will receive two (2) exhibitor identification badges per booth which grant complimentary access to the trade show. Extra exhibitor badges can be purchased at a cost of \$2.00/ badge to a maximum of five (5) badges per booth.

15. The Chamber Expo is a non-juried show. Management will use their own discretion, however, when booking exhibits into the Show. A maximum of three (3) businesses of a similar nature will be permitted into the show, and will be granted on a first-come, first paid basis. There will be no information withheld from exhibitors making inquiries about other exhibits of similar nature. Therefore, no monies will be refunded to any exhibitor arriving at the Show and seeing exhibits similar to their own.

16. The Exhibitor agrees to abide by **all rules and regulations adopted by Management** in the best interests of the Show and agrees that Management shall have the final decision in adopting any rule or regulation deemed necessary prior to, during and after the show. Management reserves the right to cancel this contract and withhold possession of exhibit space if the Exhibitor fails to perform any material condition of this contract or refuses to abide by the Show rules and regulations.

17. Exhibitors must check-in and pick up their Exhibitor package at the Show office prior to setting up their exhibit space.

18. The Exhibitor is responsible for the placement and cost of insurance related to their participation in the Show.

19. Management reserves the right to photograph and/or videotape the events and images of the Show and reproduce these for future promotional purposes.

20. Exhibitor will be liable for and will indemnify and hold harmless Management, from any loss or damages whatsoever occurring to or suffered by any person or company, including, without limiting the generality of the foregoing, the Exhibitor, other exhibitors, Management, the owner of the building and their respective agents, servants and employees and member of the public attending the Show, either on the said space or elsewhere if said loss or damage arose from or were in any way connected with Exhibitor's occupancy of said space.

21. It is understood and agreed by the Exhibitor that the Management may cancel said Show and may cancel this contract, if in the opinion of the Management, such Show would be impractical and/or inadvisable.