



Okto-BEAR-Fest 2007

October 6, 2007
Doon Heritage Crossroads
Hall of Fame
10am to 4:00pm

We invite you to participate in our 3rd Annual Okto-BEAR-Fest Show and Sale here in Kitchener-Waterloo! Doon Heritage Crossroads is a historic landmark and an ideal spot to host this annual event. After taking in the show, it will allow guests and artists alike the opportunity to experience the history of this city, and to take in the Oktoberfest activities that have become part of the region's history.

Tables - Tables for the show are 6' long and two chairs will be provided for your use. You must provide your own attractive table cover that extends to the floor on three sides. Electricity will be provided for you at no extra charge but please ensure that you select this option on the order form to ensure that your needs are met. Extension cords will **not** be provided so be sure to bring your own.

Fees - Table fees are **\$145 per table for the show**. **REGISTER with payment by May 1, 2007** and pay only \$125 per table. Exhibitors may not share tables, nor may they sell or give tables to another vendor without prior permission. Payment in full **must** accompany the fully completed and signed contract and must be received by **July 1, 2007**. Cancellations after Aug 1, 2007 will be non-refundable. Your cancelled cheque will serve as your receipt of all payments made in regards to the show. Tables are sold on a first come basis. There are a total of 55 tables available. Once 55 tables have been sold a waiting list will be established so register early.

Salesroom Requirements - Setup time is on Saturday October 6, 2007 from 7:00am to 9:30am. Salesroom hours are from 10:00am to 4:00pm on the same day. Exhibitors must remain set up through the official show hours. Early knock-down is not permitted. A maximum of one assistant per table is permitted. No table location or exhibit changes are allowed on the day of the show. All items for sale are to be priced in Canadian currency.

Please dress professionally! No jeans or shorts allowed. There will be a brief meeting prior to the show to notify you of any changes etc. As well, no pets will be allowed in the showroom at any time.

Please note....there will be no Visa, Mastercard or American Express payment facilities on-site.

Food - A complimentary light breakfast will be available prior to the show for exhibitors and their assistants. As well, Doon Heritage Crossroads is close to several restaurants for you to pick up your own lunch if desired. There is a no-smoking by-law in effect throughout the facility. Please smoke **ONLY** in the designated areas.

Product for Sale - All items for display and sale must be in keeping with "teddy bear collecting" and be of your own design.

Advertising - We are actively promoting the show through print media both locally and province wide, active participation with the regional Oktoberfest committee, as well as press releases notifying TV, radio and newspapers for coverage of the event. Advance tickets will be for sale through the Oktoberfest Office and their website at www.oktoberfest.ca.

As well we encourage you as participants in this show to advertise your attendance on your websites and through whatever promotion you are able to do. The website is at www.discojoints.on.ca/oktobearfest.htm and as exhibitors in this show your website will be included in the Okto-BEAR-Fest Artists Showcase.

Upholstered and Stuffed Articles Registration - All vendors selling stuffed teddy bears or other toys should be registered with the Province of Ontario's Technical Standards and Safety Authority. This is all in order to remain compliant with the Ontario Upholstered and Stuffed Articles Act. Labels identifying the stuffing used in the construction of your teddy bear must be sewn into your bear.

If you have any questions in regards to this registration, the phone number to call is 416-325-4088

Tax Collection - The Province of Ontario requires that all exhibitors register, collect and remit the 8% Provincial Sales tax on retail sales items. This is your responsibility as a retailer to contact the appropriate provincial office to request the appropriate forms.

Badges and Identification - All exhibitors and assistants will have badges supplied to them identifying themselves as exhibitors at the show. As well, table signs will be generated for you. At the end of the show, please return them to the show administrators.

Confirmation of the show and schedule of events will be sent out to registered exhibitors by August 1, 2007.

Be sure to send your application in promptly as exhibitor space for this show will be granted on a first-come....first-served basis!

We look forward to seeing you all there! If you have any questions or concerns, feel free to contact Chris at (519) 699-5419 or chris70@golden.net



Okto-BEAR-Fest 2007 Registration

Saturday October 6, 2007
Doon Heritage Crossroads - Hall of Fame
10 Huron Rd.
Kitchener, ON N2P 2R7
10am-4pm

Artist Name

Company Name

Assistant Name

Address

City

Postal Code

Province

Phone

Website

Address

Email Address

**Power
Required?
Is this your
first show?**

Yes

No

How Many Tables do you Require?

Yes

No

**Items sold
(please
describe)**

Payment in full is due upon registration and can be made by cash, money order or cheque made payable to "Okto-BEAR-Fest". Please forward payment and completed application to...

Okto-BEAR-Fest c/o Chris Meadows, P.O. Box 468, St. Clements, ON N0B 2M0