

2022 COLUMBIA COUNTY

Home & Garden Show 2022

Artisan and Garden Market Tent Sites

Designed for cottage business industries and individuals selling plants, gardening related products or handmade crafts. A limited number of these tent sites will be sold. They are located in the Garden Market, which is located just under the eaves of the Pavilion. Vendors must provide their own tent as this area is exposed to the weather. Garden Market participants can set up April 22, from 1:30 p.m. to 8:00 p.m. The 2022 Columbia County Home & Garden Show will be held on Saturday, April 23, from 10 a.m. to 5 p.m., and Sunday, April 24, from 11 a.m. to 3 p.m.

Booth cost: \$135

Includes: 10'X10' outside tent space, small ad unit in event guide, and complimentary tickets

Tables are available for rent at \$10 each.

Signature _____

Approval _____

Date _____

Garden market participants must be set up by 10 a.m. April 24 at show open.

No security will be provided during event or overnight, please plan accordingly.

Refunds

No refunds will be given after **April 13, 2022**. No refunds will be given if booth space is not used or only used for part of the event.

Deadlines

Final booth/ad reservation deadline is April 13, 2022.

Payment

Payment is in advance, except in the case of businesses with current advertising accounts in good standing with Country Media Inc.

Business Name _____

Owner/Manager _____

Ad Size _____ Number of 10' x 10' booths desired _____ Number of tables @ \$10 each _____

Business Address _____

Business Phone _____

Email _____

Total Cost _____

Payment info

____ Check (attached) Check amount \$ _____

____ Credit Card Circle One (VISA / MASTERCARD)

Card number _____ Expiration Date _____ CVC# _____

Authorized signature _____

____ On account (for current Chronicle or Chief advertisers in good standing ONLY)

I have read, understand and will comply with all rules, regulations and guidelines of this agreement.

Signature _____ Date _____

The Chronicle, P.O. Box 1153, St. Helens, Oregon 97051 • chronicleads@countrymedia.net • 503-397-0116 • Fax: 503-397-4093

Contact Katherine: email: chronicleads@countrymedia.net, phone: 503-397-0116

Presented by *The Chronicle* and *The Chief*

SHOW RULES & REGULATIONS

2022 COLUMBIA COUNTY HOME & GARDEN SHOW

Greetings from the Columbia County Home & Garden Show. Thank you for your interest in participating. The event is scheduled for **April 23 & 24, 2022**. Please adhere to the following guidelines and procedures to ensure a great experience for every exhibitor.

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Booth Assignments

Booth assignments are made by the show manager based upon a number of factors, including participation seniority, exhibitor type and facility requirements. Although we will make every reasonable effort to accommodate exhibitor placement requests, all placement decisions by the show manager are final. Exhibitors with special needs should reserve space early and make their requirements known to the show manager as soon as possible to avoid conflicts later. Booth assignments will be made by the show committee on a priority basis determined by availability of space at the time of receipt of payment and signed contract.

Set Up

Columbia County Fairgrounds (58892 Saulser Road, St. Helens) will be open Friday, April 22, at 1:30 p.m. to 8:00 p.m. for booth setup and preparation. We ask that your booth is ready for display by 10 a.m. Saturday, April 23. Show hours are Saturday, April 23, 10 a.m. - 5 p.m., and Sunday, April 24, 11 a.m. - 3 p.m.

Booth Construction

Each booth must have flame-proof drapes. Exhibitors using multiple spaces are required to inform The Chronicle or The Chief if they want dividers between booths removed prior to the show. Drapes 8 feet high in the back and 36 inches on the sides are provided to each exhibitor. If an exhibitor has a pre-constructed booth or display that is over 36 inches tall on the sides, it must be pre-approved by the show committee.

Outside Vendors

All outside vendors are located on the north and east sides of the building. If you are unfamiliar with the grounds contact your advertising representative from the The Chronicle and The Chief upon arrival.

Tables

Tables are available for rent for \$10 each. The table(s) will be in your space waiting for you when you arrive.

Security

The Chronicle, The Chief, and the Columbia County Fairgrounds cannot assume responsibility for the security of your booth. However, we do provide monitors throughout the open hours of the show.

Parking

We ask that all exhibitors (and booth personnel) park in the outlying parking areas so that we can reserve close-in parking areas for show attendees.

Care of Exhibit Space

Each exhibitor must keep spaces clean and exhibits staffed and in good order. All exhibits must be ready for display by 10 a.m. Saturday, April 23.

Unoccupied Space

If the exhibitor fails to occupy the space contracted for by April 22 at 8 p.m., or fails to comply in any other respect with the terms of this agreement, the show committee shall have the right to use that space in any manner without releasing the exhibitor from his/her responsibility to pay.

Electricity

Electrical power is available to all booths in the Pavilion.

Tear-Down

All booths MUST be staffed during show hours. Tear-down MAY NOT begin prior to the close of the show at 3 p.m. on Sunday, April 24. After the close of the show, all booths and items must be removed Sunday night unless prior arrangements have been made with Columbia County Fairgrounds.

Limitations

Exhibits shall not be installed so that they extend beyond the space allotted. Distribution of printed matter, souvenirs or other articles must be restricted to the space of the exhibit. No individual public address system will be permitted on the premises. Music or audio-visual sound must not be audible more than eight (8) feet from the booth. Exhibitors shall remain within the confines of their booth and may not work in the public aisles.

Liability

The Chronicle, The Chief, and the Columbia County Fairgrounds cannot guarantee exhibitors against loss or damage of any kind. Space is leased with the understanding that the exhibitors will hold The Chronicle, The Chief, and the Columbia County Fairgrounds harmless from any and all liabilities from any case. The Chronicle, The Chief, and the Columbia County Fairgrounds shall not be responsible for any loss, damage or injury that may occur to the exhibitors, their employees or property from any cause whatsoever prior to, during or subsequent to the period covered by the exhibit contract. The exhibitor expressly releases The Chronicle, The Chief, and the Columbia County Fairgrounds from all claims for such loss, damage or injury.

Eventualities

In case of facility damage caused by fire, other elements or causes, or in case any other circumstances shall make it impossible for the Management to permit the contracted space to be occupied by the exhibitor, then this agreement shall terminate and the exhibitor shall waive any claim for damage or compensation except the pro rated return of the amount paid.

For questions, information or to discuss special requirements, contact Katherine at The Chronicle and The Chief at (503) 397-0116.