

Victoria's Ultimate Hobby and Toy Fair

Vendor Information Package

Location: Pearkes Arena
3100 Tillicum Road, Victoria, BC
Date: April 1st, 2012

Vendor Set Up on April 1st : 7am -8am

Parking is at the rear of the arena for unloading.

Early Bird Vendor Set-up! (March 31st from 4pm-10pm)- \$5 Extra

If you wish to drive in to the arena to unload, please arrive between 4pm and 8pm.

Table Rates

Before March 1st - Table Rate: \$40 for an 8ft Table OR 3 Tables for \$115
From March 2nd to March 31st - Table Rate: \$50 for an 8ft Table OR 3 Tables for \$145
(table fees are used for advertising, table/chair rentals and arena rental costs)

Vendor Information

- 1. We provide vendors with some extra bonuses for participating in the toy fair.** You will be entered for a chance to win any door prizes that are drawn at the show. Over \$1500 in prizes drawn throughout the day. For vendors with 1 table, you will receive 1 food ticket. If you have 2-3 tables, you receive 2 food tickets. We also walk around with bottled water around noon. This cost does not come out of your table rental fee, it is a bonus from us to you.
- 2. Return the signed waiver form with your payment.** You then will receive confirmation that you are going to be in the show. Tables will not be held without full payment. No post-dated cheques. Sorry, no refunds.
- 3. We send show information by email to most sellers.** If you have no email, you will be contacted by phone.
- 4. If you need items for local advertising, please let us know.** We can send you posters or flyers if necessary.
- 5. All loading/unloading for the show is at the rear entrance of the arena.** No unloading from the front please.
Drive in unloading will only be available during Early Bird Vendor Set Up the night before the show from 4pm till 8pm. We have an exciting charity event that will be taking up the back of the arena. Sorry, there is no drive in unloading available the morning of the show. All morning unloading will be done from the rear entrance of the arena. If you need assistance the morning of the show, please let us know.

6. If you are driving in to unload, please unload and move your car outside before unpacking your table. Cars sitting in the arena are a fire hazard and we do not want to lose the drive in option. If your car is leaking fluid, please do not bring it into the arena.
7. Your table(s) **do not** include a table cloth. Please bring a table cloth and feel free to decorate your area as you see fit, but do not staple or do anything that may ruin the table. Keep your area clean and be aware of the other vendors around your area. You are responsible if anything happens.
8. To confirm your location at the show, please check in with a Cherry Bomb Toys staff member and you will be shown where your table is. On your table you will see an envelope with your name on it. Inside you will find your lanyards with door prize tickets on the back and also your food ticket(s). Please wear your lanyard at all times.
9. If you are participating in Early Set-up on Saturday, please do not touch anything on someone else's table unless the seller is present and allows you. Some vendors prefer to leave a table cloth covering their table when they leave.
10. HAVE FUN and if you have any questions, please ask the show staff.
11. Please stay till the end of the show. We have late entries which could result in more profit for you. If you need to leave early, please make arrangements prior to leaving so we can have other vendors fill your space. Due to charity events, driving in to pack up will not be an option until the show is over at 3 pm.
12. Due to our show growing and evolving over time, we try to accommodate vendors wanting certain tables or areas. We CANNOT guarantee that you will be in the same area or have the same tables as previous shows. Thank you for your understanding.

Vendor Tips

- 1. Watch for counterfeit money.**
- 2. There is a bank machine in Pearkes.**
- 3. Bring adequate change, business cards if available, pen, paper, bags, etc.**
- 4. Bring food and water.**
- 5. Bring a sweater in case you get cold.**
- 6. Have your items priced beforehand.**
- 7. Don't forget to wear your biggest smile.**
- 8. Tell everyone about the event, more people = more sales.**
- 9. You're welcome to bring shelves as long as it doesn't affect your neighbor.**
- 10. Keep the aisles clear.**

Payment Information
Victoria's Ultimate Hobby & Toy Fair

Mailed payments can be a cheque or money order made payable to Cherry Bomb Toys. We are not responsible for items that get lost in the mail, so please don't send cash in the mail. At the store or online we can accept cash, Visa, Mastercard or Interact. Your payment and complete waiver form can be mailed to or dropped off at:

Cherry Bomb Toys
1410 Broad Street
Victoria, BC V8W 2B1

If you have any questions, please phone Cherry Bomb Toys at (250)385-8697 or feel free to email at cbtoys@telus.net

Waiver Form

Vendor Name: _____

Address: _____

Phone Number: _____

Email: _____

Types of items for sale: _____

Number of Tables Required: _____

I, _____, am fully responsible for any damages, personal injuries or losses that I may sustain, suffer or incur while attending the venue. I am responsible for all the helpers, employees and materials that I bring with me. The organizers of the venue as well as Pearkes Arena and the District of Saanich will not be found responsible for any problems that arise. I also am aware that my table fee is non-refundable.

Signature: _____

Date: _____