

Please circle # booths required:

Booth	Size	Fee	HST	Total
	(front) x (depth)			
1	8' x 8'	385.00	+ 50.05	= 435.05
1½	12' x 8'	577.50	+ 75.08	= 652.58
2	16' x 8'	770.00	+ 100.10	= 870.10
2½	20' x 8'	962.50	+ 125.13	= 1,087.63
3	24' x 8'	1,155.00	+ 150.15	= 1,305.15

Hot food vendors please call for booth pricing.

INCLUDED IN BOOTH FEE: one table per FULL booth, chairs and power. Extra tables cost \$17.25 each (HST included). Phone lines require prior approval.

I require _____ extra tables at \$17.25 ea = \$ _____

Payment Options

50% Deposit (cheque, Visa/MC)
50% Balance (cheque, Visa/MC) postdated Sept. 1st

or

Payment in full by cheque, money order, Visa or MasterCard

Kindly make cheques or money order payable to:

D. M. S. Enterprises Ltd.

and enclose with application in reply envelope provided.

Method of Payment (please indicate)

Cheque(s) or money order enclosed

VISA MasterCard

Card Number: _____

Expiry Date: _____

Person's Name on Card: _____

(Please print)

Cancellation Policy Full refunds prior to Sept. 1st only (administrative fee applies)

Liability (The Fine Print)

While all reasonable precautions will be taken, we regret that under no conditions shall we, the promoters, the coordinators, D. M. S. Enterprises Ltd., its employees and/or its agents, either jointly or individually, nor The Halifax Forum Community Assn. be held liable for any loss, damage or theft of merchandise or personal injury to exhibitors, their employees, guests, public, or agents. It should also be understood that, in the event of a lockout or strike by Civic Workers Union Local 108 or any labor force affecting the operation of the Halifax Forum Complex, or should the building(s) be rendered unusable as a result of any cause as determined by the appropriate authorities, or by any circumstances beyond the control of promoters or coordinators, neither they, D. M. S. Enterprises Ltd., its employees and/or its agents, either jointly or individually nor The Halifax Forum Community Assn. shall be held liable for any monetary losses either actual or projected, incurred by the exhibitors.

32nd
ANNUAL
1978-2009

CHRISTMAS
AT THE
FORUM



Canada's Largest,
Longest Running, and
Best Attended
FESTIVAL OF
CRAFTS

Antiques, Art & Food

November 6-7-8, 2009
Halifax FORUM Complex

FREE BOOTH PROMOTION!

(*see inside for details)

FREE
BOOTH
PROMO*

Dear Exhibitor:

You are cordially invited to participate in the 32nd Annual "CHRISTMAS AT THE FORUM" Festival of Crafts, Antiques, Art & Food.

"CHRISTMAS AT THE FORUM" has developed a well-earned reputation for presenting the largest, most diverse selection of quality crafts and art in the region, for creating a joyous, festive atmosphere conducive to selling, and for continuing to bring large crowds of enthusiastic buyers to the show each year. In fact, we're pleased to report that "CHRISTMAS AT THE FORUM" continues to be the best-attended show of its kind in Eastern Canada!

"The Big One!", as it is affectionately known, has been attracting hundreds of thousands of new and loyal visitors to the show for over 30 years, making it the most popular and longest-running Christmas craft show in Eastern Canada.

We invite you to see and be seen—be a part of the 32nd Annual "CHRISTMAS AT THE FORUM", a Grand Halifax Tradition!

Sincerely yours,

Jason Susnick
Festival Coordinator

FREE BOOTH PROMOTION

IT'S EASY!

We're always on the lookout for creative and diverse new exhibitors! So, if you refer a new exhibitor (someone who has never done the show before) who then registers and exhibits, you will receive a 50% refund off the price of a single booth at the end of the show. Do this twice and your space is FREE (to a maximum of \$385)! This promotion will be limited to the first 20 who refer, so act quickly!

Promotions by: D.M.S. Enterprises Ltd.

Festival Coordinator: Jason Susnick

Mailing Address: P.O. Box 34, Annapolis Royal,
Nova Scotia, B0S 1A0

Phone: Toll-free 1-866-995-SHOW (7469)

Fax: Toll-free 1-877-524-4336

Email: info@christmasattheforum.com

Website: www.christmasattheforum.com

Show Information

Booths

- **Fees**
Please see attached application for sizes and rates.
- **Included in booth fees:**
Tables (6' x 2½') ONE per booth
Chairs
Power
- **Drapes, table skirting, lighting, etc.** may be rented. Please call for information.

Power

Each booth receives ONE 1500-watt circuit (duplex outlet), sufficient to power 25 60-watt bulbs or its equivalent. Bring power bars/extension cords.
Additional outlets \$55.

Display Areas

Forum Arena ~
Crafts
Multi-Purpose Centre MPC ~
Crafts, Foods
East & West Halls ~
Antiques, Collectibles

Show Hours

Fri. Nov. 6th 10 a.m. - 9 p.m.
Sat. Nov. 7th 10 a.m. - 9 p.m.
Sun. Nov. 8th 10 a.m. - 5 p.m.



Set-Up on Thursday & Friday

- **Forum Entrance** (Almon & Windsor)
- **Time:** 4:00 pm – 9:00 pm, Thursday, Nov. 5th
6:30 am – 9:30 am, Friday, Nov. 6th
- Find your booth # on chart on wall
- Pick up personalized name badges
- Booth number at booth for display
- Spaces clearly chalk marked
- Save your ballot (on welcome letter) for **Exhibitors' Draw**
- Complimentary coffee, tea, Timbits at set-up

Exhibitors' Parking

- Corner Windsor & Young Streets
- Lots of on-street parking

Unloading Entrances

- Convenient ground-level entrances on Almon, Windsor, and Young Streets
- Helpers available to assist with unloading
- Unloading entrances close at 9:00 pm on Thursday and 9:00 am on Friday

During the Show

Exhibitor Responsibilities

- Participate all days and hours of the show
- Be present at booth prior to daily opening
- Bring sufficient stock for three days (sales are brisk)
- Collect HST (if applicable)

Publicity – Prior to and during the show:
Radio • TV • Newspapers • Posters • Flyers
Coupons • Magazines • Internet

Promotions for Visitors

- **Grand Door Prizes** (e.g. groceries for a year, trips, time-shares, cruises, cars, cash, etc.)

Buying Incentives for Visitors

- **\$25.00 Hourly Gift Certificates** – offered throughout the show and redeemable for merchandise from any exhibitor at the show (exhibitors redeem Gift Certificates for cash at the Information Desk)
- Every \$25.00 of purchases earns one additional Door Prize ballot for visitors (customers will require receipts of purchase to qualify)

Exhibitors' Draws

three chances for exhibitors to win \$100.00 cash prizes! (drawn 4:45 pm, Sunday)

Exhibitors' Lounge – Mezzanine

Application Guidelines

- Applications and special requests for booth placement are addressed on a first-come, first-served basis
- **THE SALE OF IMPORTED CRAFTS AND NON-CRAFT-RELATED COMMERCIALY PRODUCED ITEMS IS PROHIBITED AND IS STRICTLY ENFORCED.**

See you at the 32nd
"CHRISTMAS AT THE FORUM"
Nov. 6th - 7th - 8th!

Security – 24 hours (from Thursday, 4 pm to show closing on Sunday, 5 pm)

Storage Room – Mezzanine

Food & Drink

- Sample the many foods and treats offered in the International Foods Marketplace
- Forum canteens on premises

Banking

- **Come prepared with change**
- ATM machines located in the Forum & MPC

Fire Safety

- Exhibitors shall bring a 2.5 lb. ABC type fire extinguisher

Dismantling

- Booths shall not be dismantled prior to 5 pm Sunday
- Merchandise is to be removed from buildings Sunday night

Shipping

- Shipments may arrive at the Halifax Forum on **Thursday, November 5th at 4:00 pm**
- **Shipping address:** The Halifax Forum, (Almon St. Entrance), 2901 Windsor St. Halifax, Nova Scotia B3K 5E5 (902) 490-4614



Please save this brochure for future reference.



Nov. 6-7-8, 2009 • 3 DAY SHOW!

Exhibitor Name(s) _____

Business Name _____

Mailing Address _____

Postal Code _____

Tel: Home () _____

Work () _____

Fax () _____

Cell () _____

Email: _____

Crafts / Artwork / Foods To Be Displayed:

NOTE: Selling imported and commercially produced items is prohibited and will be strictly enforced.

Special Requests: _____

PLEASE CHECK, IF YOU REQUIRE:

Table (one 6' x 2½' per FULL booth)

Wall space (if essential)

Note: Power and chairs are provided to every booth

I have carefully and completely read the information on both sides of this brochure, and hereby understand and agree to abide by any and all rules and regulations set forth within as a condition of participation.

Date _____ X _____

Signature of Applicant

Kindly complete reverse of this application.
Detach and enclose, with payment, in reply envelope provided. *Thank you.*

