



August 17th - September 2nd, 2024

2024 VENDOR APPLICATION GUIDE

PNE Fair Important Vendor Dates:

Application Deadline: March 15th, 2024

We will continue to accept applications after deadline until all available spaces have been allocated.

Application instructions and link can be found at: www.pne.ca/fair-vendors

Application Status Deadline: April 30th, 2024

Applications received by the March 15th deadline will be notified of their status by this date.

(accepted/not accepted/waitlisted)

Deposit and Documents Deadline: May 10th, 2024

Accepted Vendors must pay a non-refundable \$1000 deposit per booth.

Vendors must submit Signed Contracts, Liability Insurance, and WorkSafe Clearance Letter (or reason for exemption).

Full Booth Payment Due: July 18th, 2024

Food Concession Move-In: August 12th - August 14th, 2024

The Market/ Pop-Up Hut Move-In: August 15th-16th, 2024

PNE Fair: August 17th - September 2nd, 2024 (Closed Monday, August 19th & 26th)

11am - 11pm (Vendors must be fully operational and ready for the public by 10:45am)

All vendors must participate for the entire duration of The Fair except for Pop-Up Market huts that have been contracted for a 7 or 8 day session only.

(Pop-Up Market Huts must be operational by 10:20am)

Contact Us:
exhibitsales@pne.ca

(604) 251-7754

Website: www.pne.ca/fair-vendors

Pacific National Exhibition
Attn: Exhibit Space
2901 East Hastings Street
Vancouver, BC V5K 5J1

Vendor Categories:

COMMISSION BASED: **FOOD CONCESSION AND ONSITE SERVICES**

Vendors that sell food and beverages intended for immediate consumption or onsite services or attractions.

Vendors must use a PNE supplied POS system and pay 25% of Gross Sales and an additional 1% processing fee.

FLAT RATE: **MARKET VENDOR**

Vendors that sell products or services that are intended to be used once the guest has left The Fair.

Vendor Opportunities: Market Vendors

1. INDOOR: THE MARKET FORUM BUILDING

RATES:

10' X 10' INLINE BOOTH \$3000

15' X 10' INLINE BOOTH \$4500

20' X 10' INLINE BOOTH \$6000

END CAP(SIDE BY SIDE CORNERS)

\$7200

plus applicable taxes and \$27 C.A.F.E. Fee

PNE SUPPLIED SERVICES:

(plus applicable taxes)

*Minimum one outlet will be installed per booth

750 Watts per 10' x 10' and 15' x 10' Booths: \$175

1500 Watts per 20' x 10' Booth: \$275

Water/ Sewer: \$100

ADDITIONAL CHARGES:

(plus applicable taxes)

Pitch Rate (booth using microphone): \$1000 per

10'X10' booth

Extra cost for corner booth: \$280

2. OUTDOOR: POP-UP MARKET HUT

AVAILABLE FOR 7 DAY, 8 DAY, OR 15 DAY SESSIONS

RATES:

SESSION 1 (8 DAYS): SATURDAY, AUGUST 17 - SUNDAY, AUGUST 25: \$2200

SESSION 2 (7 DAYS): TUESDAY, AUGUST 27- MONDAY, SEPTEMBER 2: \$2200

SESSION 1 & 2 (15 DAYS): \$4400

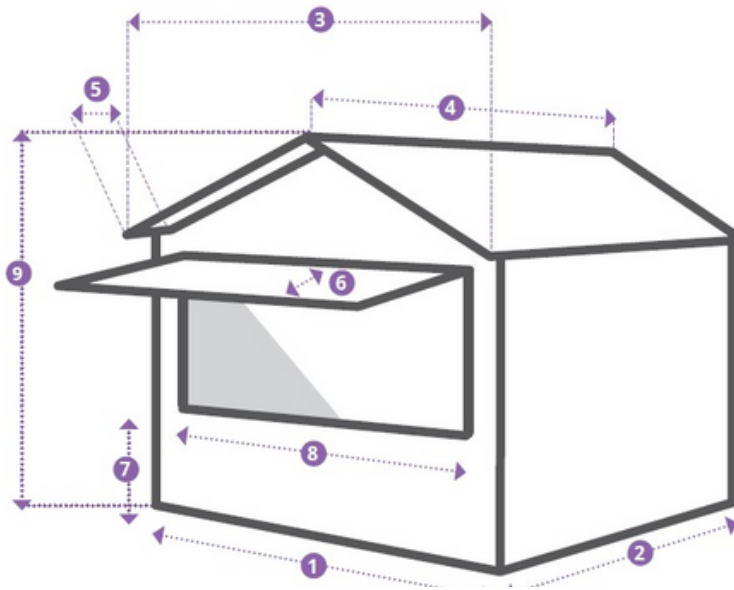
plus applicable taxes and \$27 C.A.F.E. Fee

Dimensions

Outside

STANDARD (cm)

1.	287
2.	225
3.	296
4.	270
5.	23
6.	256 x 106
7.	90
8.	250
9.	263



PNE SUPPLIED SERVICES:

1 x 15 amp service is included with your hut rental.

Contact
exhibitsales@pne.ca if
you require additional
services.

***Please note that Outdoor Retail Tents are not permitted.**

Vendor Opportunities: Food Concessions and Onsite Services

RATES:

Food Concessions and Onsite Services will be charged Minimum vs. 25% and 1% processing fee will be required to use the mandatory PNE supplied POS terminal (Vendors must pay a refundable \$425 deposit fee per POS terminal). All sales must be processed through the PNE provided terminal.

\$7 per square foot

*Minimum of 225 square feet

Food Concessions that operate out of a tent are limited to indoor locations only.

PNE SUPPLIED SERVICE RATES:

(plus applicable taxes)

15 AMPS: \$240

30 AMPS: \$480

60 AMPS: \$960

100 AMPS - 1 PHASE: \$1600

100 AMPS - 3 PHASE: \$1750

\$200 AMPS - 3 PHASE: \$3200

WATER / SEWER: \$400

WASTE MANAGEMENT \$150

*PNE supplied Electrical, Water/Sewer, and Waste Management are mandatory services.



Vendor Criteria

All applications go through a selection process and Exhibitors will be approved based on a variety of criteria including:

- Uniqueness and appeal of the product
 - Prior experience of selling within a market, tradeshow, or festival environment
 - Attractive presentation/display
 - Space availability
 - Availability within product category
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Application Status

- Accepted: Congratulations! You have been approved and our team will connect with you to the onboarding process. Please note that the agreement is only confirmed once we have received the required documents and payments and signed contracts have been signed by both parties
 - Waitlisted: Your application may be waitlisted due to late application submissions, booths offering similar products, limited space, or other factors. Our team will contact you if space becomes available.
 - Not Accepted: Your application may not be accepted due to an incomplete or insufficient application, products that are not C.S.A. approved (including products that infringe on copyright or trademarked logos), obscenities on products, products that conflict with PNE Fair Sponsorship contracts, displays that contain , tobacco or cannabis products, weapons, account that is not in good standing or various other factors.
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Giveaways, Personal Services, and Food Sampling

- Giveaways & Sampling requires approval. After acceptance, please email Exhibit Space with the information about your giveaways or sampling. It must be completely free with no demonstrations or purchase necessary and should reflect the product or services exhibited in the booth. Giveaway items should not conflict with merchandise sold by other exhibitors. Balloons, stickers and gum will not be approved for giveaways. Raffles, games of chance and taking donations are not permitted.
- Food, Personal Services, and Sampling Booths will be required to submit a temporary application to the Vancouver Health Department. Food Licensees must also provide a double sink with hot and cold running water and may need longer than usual hoses to attach to services. Limited locations available.

Prohibited

- Obscene or offensive products (as determined by the PNE)
 - Pocketknives, guns or drug paraphernalia
 - Raffles and/or solicitation of funds on behalf of charitable or non-profit organizations
 - Products not CSA approved
 - Handwritten signs of any kind
 - Outdoor cooking in tents
 - Counterfeit (knock off) products
 - Electronic cigarettes
 - Concession carts or sidewalk stands
 - Exhibitors are not allowed to charge an additional/ separate credit card transaction fee to the guest as a convenience fee
 - Alcohol and drugs sales
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Partners

Coca-Cola is the exclusive partner of The PNE Fair for soft drinks, juices, juice drinks, isotonic, energy drinks, ready-to-drink iced teas, bottled water, and carbonated/ sparkling water. Vendors must purchase Coca-Cola products from the designated PNE Fair sales representative.

Exhibitor and Parking Passes

Exhibitor and parking passes are included in rental fees and are allocated on a sliding scale based on the amount of booth rent paid. Passes provided with booths are non-refundable and non-transferable.

Additional Exhibitor Passes: (including taxes)

Fair (15 days) gate pass: \$65

Daily gate admission pass: \$15

Note: Accessible parking may be available on site for those with a valid decal and must be purchased in person at the Pass Office with Parking Dept. approval.

Exhibitors will have a designated offsite parking area. Additional parking passes are not available.

Overnight parking is prohibited.

*Please note there is NO RV Parking onsite.