



August 16th – September 1st, 2025

# **2025 VENDOR APPLICATION GUIDE**

# PNE Summer Fair Deadlines

## Application Deadline

March 14th, 2025

- We will continue to accept applications after the deadline until all available spaces have been allocated.
- Application instructions and link can be found at: [www.pne.ca/fair-vendors](http://www.pne.ca/fair-vendors)

## Application Status Deadline

March 28th, 2025

- Applications received by the March 14th deadline will be notified of their status by this date. (accepted/not accepted/waitlisted)

## Confirmation of Participation

Within a week of acceptance

To confirm your participation, a \$1,000 non-refundable deposit must be paid within one week of receiving your invitation to be a vendor. If the deposit is not received within this timeframe, your spot will be considered available and will no longer be held for you.

## Documents Deadline

May 8th, 2025

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

## Full Booth Payment Due

July 10th, 2025



# PNE Summer Fair Important Dates

**Food Concession  
Move-In**

August 11th – August 13th 2025

**Market & Pop-Up Hut  
Move-In**

August 14th – 15th 2025

**PNE Summer Fair**

August 16th – September 1st, 2025

- 11:00AM – 11:00PM vendors must be fully operational and ready for the public by 10:45AM
- All vendors must participate for the entire duration of The Fair



# 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 the PNE supplied POS Volante systems 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.



# Indoor Market Vendor

## 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**

## Included:

- 2 ID Passes
- 1 Parking Pass

## Additional Charges:

- (plus applicable taxes)  
\*Minimum one outlet will be installed per booth  
750 Watts per 10' X 10' and 15' x 10' Booths: \$200  
1500 Watts per 20' X 10' Booth: \$300
- Water/Sewer: \$150 (per request, limited availability)
- Pitch Rate (booth using microphone): \$1000
- Extra cost for corner booth: \$280
- **Additional ID Passes:** \$65.00 each
- **Daily Passes:** \$15.00 each





# Outdoor Pop-Up Market Hut Vendor

## RATES:

→ \$4,400 for one Pop-Up Hut

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

## Included:

→ 2 ID Passes

→ 1 Parking Pass

## Additional Charges:

→ (plus applicable taxes)  
\*Minimum one outlet will be installed per booth  
15AMPS - \$265

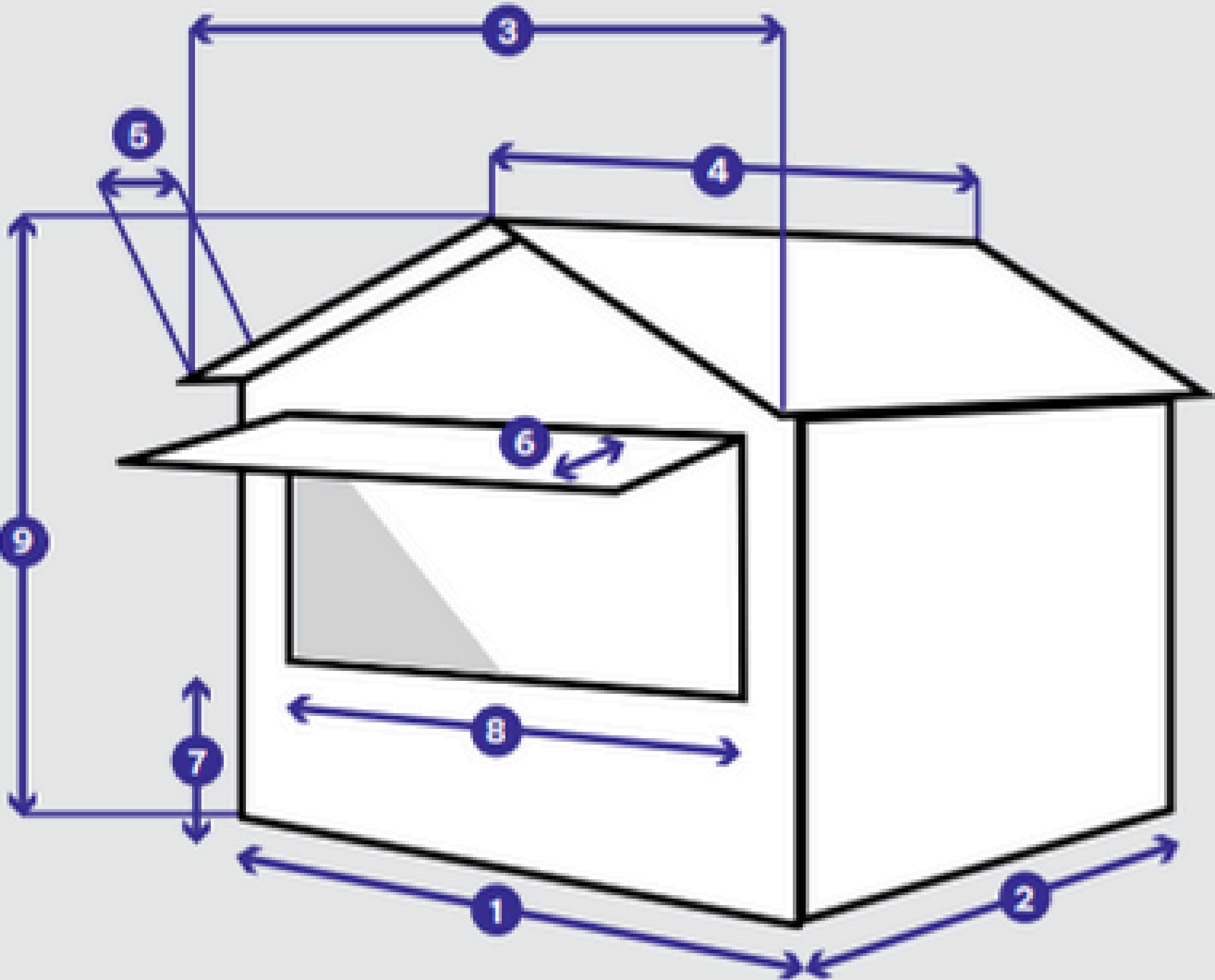
→ Additional ID Passes: \$65.00 each

→ Daily Passes: \$15.00 each

## Dimensions

Outside  
Standard (cm)

- 1. 287
- 2. 225
- 3. 296
- 4. 270
- 5. 23
- 6. 256x106
- 7. 90
- 8. 250
- 9. 263



## Food Concessions and Onsite Services

### RATES:

→ Food Concessions and Onsite Services are subject to a 25% commission on sales plus a 1% processing fee for using the mandatory PNE-supplied POS terminal.

→ All sales must be processed through the PNE provided terminal. Vendors must pay a refundable \$425 deposit fee per POS terminal.

→ Space rental is charged at \$7 per square foot, with a minimum space requirement of 225 square feet. If the total commission exceeds the space rental fee, the rental fee will be refunded.

### Included:

→ 4 ID Passes

→ 2 Parking Passes

### Additional Charges:

→ (plus applicable taxes)

15 AMPS: \$265

30 AMPS: \$530

60 AMPS: \$1,050

100 AMPS - 1 PHASE: \$1,900

100 AMPS - 3 PHASE: \$2,000

200 AMPS - 3 PHASE: \$3,500

→ WATER / SEWER: \$310

→ WASTE MANAGEMENT \$175

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

→ **Additional ID Passes:** \$65.00 each

→ **Daily Passes:** \$15.00 each



## Vendor Criteria

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



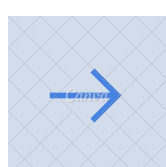
Uniqueness and appeal of the product



Prior experience of selling within a market, tradeshow, or festival environment



Attractive presentation/display



Space availability



Availability within product category

## 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.





## 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



## Partners

Coca-Cola is the exclusive partner of The PNE Fair for soft drinks, juices, juice drinks, isotonics, 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 Parking Passes

A limited quantity of exhibitor and parking passes is included in the rental fees. Passes provided with booths are non-refundable and non-transferable.

As a **Commission based Food Vendor**, you will receive:

- 4 (Four) Pass ID cards
- 2 (Two) parking pass per booth.

As a **flat rate vendor at The Market or Pop-Up Hut**, you will receive:


- 2 (Two) Pass ID cards
- 1 (One) parking pass per booth.

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.


## Contact Us

### PNE Fair & Festival Operations Staff

 exhibitsales@pne.ca

 (604) 252-3688

 <https://www.pne.ca/fair-vendors/>

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

