



National Gathering of Elders

VENDOR Registration Form

Gathering Info

SEPTEMBER 9th – 13th 2019

RBC Convention Centre

375 York Ave Winnipeg, MB. R3C 3J3

VENDOR REGISTRATION FORM					
Last		First		Middle	Circle One ▪ Mr ▪ Mrs ▪ Ms ▪ Miss
Company					
Mailing Address			Company #	Home #	
City	Province	Postal Code	Email:		
Any specific needs					

PAYMENT:

- Vendor registration fee of **\$750.00 – for Crafters or \$1000.00 – for Corporate. PAYMENTS ARE NON-REFUNDABLE**
- As a vendor you will receive **ONE (1)** pass per booth to the events taking place at the gathering.
- Registration fee includes 4 lunches and 1 dinner
- Vendors/exhibitors have the option to share their booth, however it would be the responsibility of the vendor/exhibitor to find someone to share it with and let the organizers know at the time of registration.
- Method of payment – certified cheque, cash, or credit card
- **Upon receipt of registration with payment**, your place will be secured, and a receipt will be issued.
- A donation of goods from your booth would be appreciated – that will make up a portion of the prizes drawn throughout the event and promote your booth.

BOOTH SET UP:

One table and 2 chairs will be provided for each 10 X 10 X 10 X 10 space

- Set up can begin at **8:00 am on Monday, September 9, 2019**
- Booths are to be set up no later than **12:00 pm, Monday September 9, 2019**
- All electrical needs will be handled by RBC Convention Centre at: <https://www.wcc.mb.ca/exhibitors/order-forms/>
- For safety reasons and out of respect for individuals requiring chairs, walkers, vendors must stay within the assigned space and not have merchandise outside of area.
- Parking in loading zone is for loading and unloading only. Parking is provided in designated area.

ADDITIONAL GUIDELINES:

The National Gathering of Elders Committee, workers and volunteers are not responsible for lost or stolen items or injury.

- **Vendor booths may not sell food, drinks or raffle tickets of any kind.** Please note your buyers are Elders with limited budget.
- No burning will be allowed in the booths as some elders may have respiratory ailments.
- If a booth is not set-up by 12:00 pm on Monday Sept 9th, 2019, the booth will be re-rented with no refund to the original booth registrant.
- Any merchandise pertaining to politics, alcohol and drugs will not be permitted for sale or display.
- RBC Convention Centre does not allow outside food to be brought into the facility.
- **Deadline** for Registration is Wednesday, August 2st, 2019

Payment Information			
REGISTRATION FEE: \$750.00/\$1000.00 (flat rate) CDN Currency *payment must be made in full upon registration			
Payment information (Cheque, cash or Credit Card acceptable): <input type="checkbox"/> Cash <input type="checkbox"/> Cheque <input type="checkbox"/> Visa <input type="checkbox"/> Master Card	Card Number:	Expiration Date:	Work phone no.: ()
Cheque payable to: National Gathering of Elders Mailed to: P.O. Box 67383 18370 Lessard Rd Edmonton, AB T6M 2N0		CVV#	Postal Code
Cardholder Name (Print):			
Cardholder Signature:			

FOR FURTHER VENDOR INFORMATION AND/OR CHANGES CONTACT:

VENDOR COORDINATOR: CRYSTAL BERNARD

EMAIL: REGISTRATION@NGEKANATA.COM | PHONE: 587-488-2010 | FAX: 587-488-2070

“COMING HOME, VOICES OF ELDERS”

~ NATIONAL GATHERING OF ELDERS COMMITTEE IS NOT RESPONSIBLE FOR LOST OR STOLEN ITEMS, NOR INJURIES OR ILLNESSES DURING THE EVENT~