

GENERAL RULES AND REGULATIONS

1. CVEX HOURS

- **Friday**, ----- 12 noon - 7 pm
- **Saturday**, - 10 am to 7 pm
- **Sunday**, --- 10 am to 5 pm

2. GENERAL RULES & CONDITIONS

- Display area, booths, stalls, etc. must be clean and attractive.
- All events must have adequate staff during opening hours.
- Space contracted by the exhibitor, vendor, displayer, etc. may not be sublet, resold or shared without the prior written permission of the CVEX.
- Exhibitor, vendor, displayer, etc must display all appropriate permits. (health, electrical , etc)
- Exhibitor, vendor, displayer, etc must have all appropriate safety devices (fire extinguishers, etc.)
- Exhibitor, vendor, displayer, etc shall repair, at their own expense, any damage to the space occupied by them.
- CVEX reserves the right to alter or change the space assigned.
- Vendor identification must be worn at all times. Security will not allow exhibitors access to the facility prior to public hours without identification.
- Participation in previous CVEX does not guarantee participation for this year.

3. GATE ADMISSION

- Exhibitor vendor, displayer, etc. gate passes will permit in and out privileges to the grounds only. Additional passes can be ordered with your application if applicable. Additional passes requested after the payment deadline will be full gate price.

4. SECURITY

- Security personnel will be on duty during the Fair.
- Exhibitors are advised to adequately insure their goods. It is suggested that any movable, valuable materials be taken out each evening immediately after show closing.

5. MOVING IN AND OUT

- Move In – Thursday prior to the Fair from 10:00 am to 8:00 pm unless stated otherwise.
- All /booths, displays, etc. must be completely set-up and all vehicles off the grounds prior to Fair opening.
- **NO vehicle movement on the grounds during opening hours.**
- If an alternate move in or out time is required, it must be with the written permission of the President, Vice President or Director in charge and the escort of a member of the Security or Parking team.
- Your designated area must be left in the same condition as when you arrived. You must deposit any and all refuse generated into the dumpsters provided.
- To ease movement you may be allotted a specific move-in time. This will be determined and you will be advised by the Director in charge.

6. PARKING

- All vendors will receive one parking pass which must be displayed prominently on the windshield at all times. Vehicles not displaying passes will be towed at the owners' expense.
- Exhibitors MAY NOT bring their vehicles in to the public areas unless they are part of the show
- Park in the vendor designated areas as directed by the parking attendants.
- Coming & Going throughout the day: Dove Creek Road Field
- Do not leave vehicles blocking entrances, driveways or handicapped parking areas.
- In the event an exhibitor must bring inventory onto the grounds during CVEX times, the CVEAFF will endeavour to provide assistance with a golf cart.

7. INSURANCE / LIABILITY

- Vendor is responsible for liability insurance related to their booth and participation at the Fair.
- Vendors selling food, or their agents, must provide at least \$ 1,000,000
- A certificate of liability insurance must be attached to your application showing CVEX as co-insured if requested by CVEX.

8. LATE COMERS / NO SHOWS

- Any space not claimed or occupied, or for which no special arrangements have been made prior to 4:00 PM Thursday may be resold or reassigned by Show Management and any monies paid will be forfeited.

9. SOUND LEVELS

- Sound level of any device must be kept at volume that does not interfere with other exhibitors and the CVEX entertainment.

10. TRASH

- Trash bins are only for trash generated during the three days of the CVEX.
- Use the large commercial bins behind the curling rink. Do not overfill bins in public view. Please be responsible for taking your trash to assigned areas before, during & after event.
- Grey water must be disposed of in designated area only – ***no dumping on the ground!***

11. DOGS / PETS PERMITTED AS FOLLOWS:

- May not be left alone in a vehicle. Authorities will be called if found alone in a vehicle.
- Dogs must be on a leash at all times, unless they are in a sanctioned event. And those running at large will be impounded.
- Dogs are NOT allowed in buildings or in the vicinity of events that are animal related for safety reasons, unless they are Certified Assistance Dogs.
- Pick up after your dog is mandatory and violators will be requested to remove their dog from the grounds
- Giving away or selling any animal is not permitted.

12. OVERNIGHT CAMPING (This fee is required as the Regional Board levies a fee to CVEX for all camping)

- All campers must register in advance. Camping Forms available at www.cvex.ca. Minors must be accompanied by an adult.
- Per night camping unit fee is \$20.00 and \$25.00 plus taxes, per night if electrical is required
A unit is a tent, trailer, motor home or camper. (Example - parents in a trailer and children in a tent are 2 units)
- Check in with the CVEX office is required when you move in.
- The camper will be in the camping area unless advance written permission is received from the Director in charge.
- Campers not displaying the camping pass provided by the CVEX will be asked to leave.

13. SMOKING / ALCOHOL / FIREARMS

- Smoking is prohibited in barns and public display buildings and throughout the grounds except for designated smoking areas.
- Consumption of alcoholic beverages is prohibited on the Exhibition Grounds except in approved Beverage Garden
- With the exception of R.C.M.P., firearms, ammunition and explosives are prohibited on the Exhibition Grounds.

14. Judging

- Any person interfering with or attempting to influence the Judges, or who shall on the Exhibition Grounds use abusive language towards the Judges, shall forfeit his/her right to any prize money to which he/she may otherwise have been entitled.