



TIMMINS  
CONSTRUCTION  
ASSOCIATION

# HOME COTTAGE AND LIFESTYLE SHOW 2025

email: office@tca-on.ca

SATURDAY, MAY 3  
10 A.M. - 5 P.M.

SUNDAY, MAY 4  
10 A.M. - 3 P.M.

**Show Location:** McIntyre Community Centre, 85 McIntyre Rd., Schumacher, ON

**Show Hours:** Saturday, May 3, 2025 – 10 a.m. – 5 p.m.  
Sunday, May 4, 2025 – 10 a.m. – 3 p.m.

## Exhibit Space Application

\*Name of Organization: \_\_\_\_\_

\*Mailing Address: \_\_\_\_\_

\*City: \_\_\_\_\_ Postal Code: \_\_\_\_\_

\*Tel: \_\_\_\_\_

\*Contact Person: \_\_\_\_\_ Contact Person Cell: \_\_\_\_\_

\*Email: \_\_\_\_\_

\*I (we) have read, understood and agreed to abide by the rules and regulations adopted by the Timmins Construction Association as stated in this application.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note: The Organizer must approve all applications prior to final acceptance.**

# BOOTH PRICES and BOOTH INFORMATION

Four (4) exhibitor badges will be issued at no additional cost for each booth.

## Arena

"A" Booths	10 X 12	\$550.00+HST (\$425+HST for TCA members)
	12 X 12	\$600.00+HST (\$475+HST for TCA members)

## Curling Rink

"C" Booths	10 X 12	\$550.00+HST (\$425+HST for TCA members)
	12 X 12	\$600.00+HST (\$475+HST for TCA members)
	12 X 15	\$650.00+HST (\$525+HST for TCA members)

## Curling Lounge

"F & L" Tables	3 X 8	\$200.00+HST
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Preferred exhibit location: Arena \_\_\_\_\_ Curling Rink \_\_\_\_\_ Curling Lounge \_\_\_\_\_

Preferred booth choice: # \_\_\_\_\_ # \_\_\_\_\_ # \_\_\_\_\_

Describe what you are exhibiting: \_\_\_\_\_

Will you have any of the following? (Check all that apply)

- Tent
- Large Backdrop
- Floor Display

If selected floor display, in detail describe what you will be displaying. Including what the item is and approximate dimensions.

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Power required: Yes \_\_\_\_\_ No \_\_\_\_\_ (not available in the curling lounge)

If power is required, indicate what items need electricity and the wattage of each item. (Minimum power supplied is 300 watts)

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**Power is NOT automatically provided; you must indicate your requirements on this application. Power will not be supplied for items that are not indicated prior to the event. Arrangements for additional power can be made by emailing: [office@tca-on.ca](mailto:office@tca-on.ca).**

Do you require 1 table and 2 chairs? Yes \_\_\_\_\_ No \_\_\_\_\_

If you require additional tables and chairs, indicate the number of additional tabled and chairs required. (Subject to availability). \_\_\_\_\_

No. of booths required:	# _____ X \$ _____	= \$ _____
	(HST#124625500RT) HST @ 13%	= \$ _____
Additional Exhibitor Badge:	# _____ X \$5.00 (tax incl.)	= \$ _____
	Total Amount Due	= \$ _____
<b>Payment amount (minimum of \$250 deposit, \$226.00 for curling lounge) = \$ _____</b>		
<b>Credit Card #</b>	<b>Exp. Date:</b>	<b>CVC:</b>
_____	_____	_____
<b>Cardholder's name (please print):</b> _____		
<b>Signature:</b> _____		
<p><b>Accepted methods of payment: Cheque, Visa or Master Card</b>  <b>Please make cheque payable to: Timmins Construction Association</b>  <b>P.O. Box 1661 Timmins, ON P4N 7W8</b></p>		

## POLICIES AND PROCEDURES

**Events/Door Prize:** The Home Show Organizer, Timmins Construction Association, has exclusive rights to offer and advertise a door prize or a contest. Exhibitors may offer a free draw at their discretion.

For the remainder of the text, the Timmins Construction Association shall be referred to as the organizer or the TCA.

**General Rules:**

- All rules and regulations relative to public buildings as prescribed by Fire Regulations for the City of Timmins will be adhered to. All codes pertaining to liquor, health, municipal ordinates, safety, and electrical, both provincial and municipal, must be adhered to. Any violation of the regulations could result in charges.
- The exhibitor agrees to abide by all regulations and rules adopted by the TCA and agrees that the TCA shall have the final decision in adopting any rule or regulation deemed necessary prior to, during, and after the show.
- Vendors' children must be at vendors' exhibits and supervised at all times.
- **You must not leave any emergency EXIT doors open at any given time, nor can your display cover any EXIT signs.**

**Electrical and propane:** Each booth *can* be set up with 300 watts of power – *must* be requested in the application. If more power is required, arrangements will be made prior to the Home Show at an additional cost. Tables (section E) are **not** supplied with electricity. Anyone requiring propane needs to have their permit beforehand.

**Type of Exhibitor:** The Home, Cottage and Lifestyle Show is a first-class event featuring home building products and services available in the market, as well as garden and lifestyle products. The organizer has the right to determine what products or displays will be permitted at the show.

**Exhibit location and booth choices:** Over 100 exhibit spaces are available. All efforts will be made to accommodate preferred location and booth choice. This being said, the organizer shall have the final say on how the exhibition spaces will be allocated.

**Booth allocations:** The organizer will coordinate locations of exhibitors. The organizer reserves the right to reallocate any exhibit space without notice to the exhibitor prior to set-up. In addition, the organizer reserves the right to alter the size of unsold booths and make changes to the floor plan as deemed necessary.

**Terms of payment:** A deposit of \$250 is required at the time of booking. Full payment is required when booking curling lounge booths. On or before March 1, 2025, payment is required to be paid in full. If you are not fully paid, the organizer reserves the right to allocate your booth to another exhibitor. Payments can be made by credit card or cheque (payable to Timmins Construction Association).

**Cancellation:** Payments are non-refundable. The TCA reserves the right to cancel the Home Show no later than April 1, 2025. Full refunds will be issued if the Home Show is cancelled.

**Security/Insurance:** Security will be provided on-site, overnight. Insurance is provided for the common areas. Exhibitors must have their own insurance against all liabilities for their own rented space and displays.

**Waiver of liability and indemnity:** The TCA will exercise reasonable precaution for the protection of property of exhibitors through security personnel but shall assume no responsibility for loss and/or damage to the property of the exhibitors placed in exhibit area or adjacent grounds and are discharged from all responsibilities. Exhibitors shall be liable for any and all damages which he/she may cause. The exhibitor understood and agreed that the TCA may cancel said Home Show and cancel this contract if, in the opinion of the TCA, such a show would be impractical and/or inadvisable to continue.

**Staffing and exhibitor badges:** Four (4) exhibitor badges will be issued for each booth rental at no additional cost. Exhibitor badges must be worn at all times to avoid being charged a pass every time you need to re-enter the building. There are extra badges available for \$5.00. No person will be permitted to enter the show area without a valid TCA exhibitor badge. The exhibitor is to distribute the badges to their staff.

**Drop off shipments:** The exhibitor will make arrangements with local carriers in advance to coordinate delivery or pick-ups of shipment.

**Set-up and dismantling of display:** You will be given a strict schedule to avoid damaging other exhibitors' displays. Be prepared to set up during the time block scheduled. This will be provided in mid-April 2025. All displays must be set up in the time block provided to allow time for fire and electrical inspections to be done. Dismantling will begin on Sunday at 3 pm. All displays must be removed *on Sunday, May 4, 2025*. **\*\* Dismantling of booths prior to scheduled time is prohibited and may result in forfeiting preferred booth location for future shows\*\***

**Booth supplies:** One 96" x 30" table and two chairs if indicated above. Exhibitors are responsible for bringing additional materials needed. All materials must adhere to the fire regulations. No backdrops will be provided.

**Other:** Audio levels will be monitored. No subleasing is permitted. No form of canvassing outside rented space.