

48th Annual Elders Gathering (less 3 Covid years)

IS AUGUST 13 - 14, 2024

Theme: "WE ARE ONE"

Location: Vancouver Convention Centre, East Building, Ballrooms AB (Main Lobby)

**DO NOT CALL:** Please EMAIL all questions to: [bcelders@telus.net](mailto:bcelders@telus.net)

**CRAFT VENDOR APPLICATION FORM**

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CONTACT NAME: \_\_\_\_\_

EMAIL: \_\_\_\_\_

F.N./NATION: \_\_\_\_\_ CELL: \_\_\_\_\_

TYPES OF CRAFTS: \_\_\_\_\_

**Booth Fee is: \$700 and does not include food. [Space is 10' x 10' with an 8' table & 2 chairs]**

\*There is a water station available in the Vendor Centre for Vendors and Shoppers.

\*There is a Food Court right across the street from the Vancouver Convention Centre.

- All Vendors are advised to email [bcelders@telus.net](mailto:bcelders@telus.net) to make sure there are still booths available.
- The Vendor Booth Registration Fee is payable immediately with this form. **THE FORM MUST BE SENT WITH THE PAYMENT.** You are not registered with only the form in or with only the payment in - you **must do both at once. NO POSTDATED CHEQUES ALLOWED.**
- Method of payment – **cheque or money order (NO credit cards and NO Etransfers)** – made payable to:  
**BC Elders Communication Center Society, 1415 Weiwaikum Rd. Campbell River, BC. V9W 5W9.**
- Your cancelled cheque or money order stub **will be your proof** of payment, no receipts will be issued. Though you are welcome to confirm your booth with us at [bcelders@telus.net](mailto:bcelders@telus.net)
- **We were sold out in 2023, there were 32 info booths and 32 craft vendor booths. And we were sold out of seats for the Gathering itself at 1840. We are aiming for 2000 attendees in 2024.**

**SET-UP OF BOOTH SPACE AND OPEN HOURS OF BOOTHS**

- MONDAY SET-UP 12:00 PM TO 5:00 PM, AUGUST 12, 2024. You must be done using the Receiving Dock by 5 pm (**no exceptions**) as we are paying a Security Guard for those hours only.
- Booths are to be set-up no later than 8:00 am Tuesday morning August 13, 2024 or it will be given away or resold at no refund to you, the original vendor.
- **The Vendor Centre will open for you at 7:30 am each day. NO earlier and locked tight at 8 pm.**
- TUESDAY **OPEN** 8:00 AM TO 8:00 PM.
- WEDNESDAY **OPEN** 8:00 AM TO 8:00 PM (everything must be out of your vendor space by 11 pm).

## **RULES and GUIDELINES:**

**\*When you arrive at the VCC please check-in with Judy in the Vendor Centre.**

**Do not go to the Elders Registration Tables in the lobby. Vendors do not get lanyards.**

**\*The Vendor Centre is Open to the Public and there are lots of Cruise Ships and Tourists everywhere in and around the Vancouver Convention Centre.**

- **Vendors CAN sell raffle tickets throughout the 2 days of the Gathering, but are not permitted to sell 50/50 tickets. RAFFLES ARE ENCOURAGED AS THE ELDERS LOVE THEM.**
- All Raffles must be brought to the stage in the Main Hall to be drawn on **AUGUST 14, 2024 at 5 pm.**
- No burning will be allowed in the booths as some elders have respiratory ailments.
- 1-8' table/2 chairs in a 10'x10' space. Due to fire regulations these tables must remain where they have been placed. And you may not switch booth spaces as they are all numbered and assigned.
- If you do not need your 8' table &/or chairs or need more chairs you **must** note this on your form.
- **Electrical outlets are available for a fee of \$150 and it must be added to your Vendor Rental Fee.**
- Notice of cancellation must be provided by June 28th, 2024 via [bcelders@telus.net](mailto:bcelders@telus.net) that you have us confirm receipt of. Any cancellations after this date will not be issued a refund no matter what.
- **Display racks and small additional tables may be used as long as they don't block other vendors and they stay inside your 10' x 10' space.**
- **If you are interested in renting a 2<sup>nd</sup> booth space, please just let us know and we'd be happy to.**

I have read and agree to all the above rules and guidelines:

---

Signature of Applicant

---

Date

**Please Mail completed Vendor Form with cheque or money order made payable to:**

**BC Elders Communication Center Society,  
1415 Weiwaikum Rd. Campbell River, BC, V9W 5W9**