

DO NOT CALL WITH QUESTIONS EMAIL IS FASTER TO: bcelders@telus.net

49th Annual Elders Gathering - THEME: "MOVING FORWARD TOGETHER"

VENDOR CENTRE is open August 26-27, 2025 8 am to 8 pm (Vendor Set-up is 12 pm to 5 pm ONLY Aug. 25)

Location: Vancouver Convention Centre, East Building, BALLROOM AB in the MAIN LOBBY

YOU MUST MAIL THIS FORM (AND KEEP A COPY FOR YOURSELF) with Cheque/Money Order TO APPLY FOR A BOOTH. You will get booth confirmation back from our office via email.

MAKE PAYABLE TO:

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

[NO Credit Cards AND NO E-transfers Allowed]

CRAFT VENDOR APPLICATION FORM

COMPANY: _____

ADDRESS: _____

CONTACT NAME: _____

EMAIL: _____

F.N./NATION: _____ CELL: _____

TYPES OF CRAFTS: _____

Electrical Outlet Needed @ \$175 each? _____

If Extra Chairs Are Needed, do you need 1 or 2 more? _____

Booth Fee is: \$800 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 by the front door 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 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.**
- **Your cancelled cheque/money order stub will be your proof of payment, no receipts will be sent.**
- **We were sold out of booths in 2024. And we were sold out of seats for the Elders Gathering itself at almost 2000 attendees.**
- **Vendor Centre is open to the public, including the Cruise Ships docked right outside our doors.**
- **There were dozens of vendors who didn't get booths last year. So register and pay a.s.a.p. to secure your space.**

SET-UP OF BOOTH SPACE AND OPEN HOURS OF BOOTHS

- MONDAY SET-UP 12:00 PM TO 5:00 PM, AUGUST 25, 2025. 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 26, 2025 or your booth space will be divided between neighboring vendor for free with no refund to you.
- There will be no re-renting of booth spaces onsite by anyone. All Vendors must be approved by us long before the Elders Gathering.
- **The Vendor Centre will open for you at 7:30 am each day. NO earlier and locked tight at 8 pm.**
- TUESDAY **OPEN For SALES** 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 10 pm).

RULES and GUIDELINES:

***When you arrive at the VCC please check-in with Judy in the Vendor Centre, by the front door.**

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

*Vendors are **required** to donate 2 items to the event which will be collected at the time of your **check-in** at the Vendor Centre, these items will be used to honour the 2025 Elder King and Queen.

- **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 27, 2025 by 5 pm.** You are responsible for contacting the winner and shipping the prize if you don't connect with them at 5 pm.
- There is NO burning of any kind allowed in the Vendor Centre. Sage and other strong-smelling products must be packaged in vacuum sealed packaging so that its scent does not fill the space.
- 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 \$175 and it must be added to your Vendor Rental Fee.**
- Notice of cancellation must be provided by July 14, 2025 via 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.**
- **Only 1 booth per vendor as we have double or triple the number of vendors than we booths.**

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

Signature of Applicant

Date