



Christmas at the

deCoste
Centre for Arts
& Creativity

2022

**SATURDAY, NOVEMBER 19
& SUNDAY, NOVEMBER 20**

INFORMATION & APPLICATION FORM

We invite you to participate in our annual vendor Christmas Craft Trade Show as an opportunity for your company to sell and promote your services or products to the many attendees who look forward to *Christmas at the deCoste* each year. If you plan to attend, please complete, and send the attached application form by August 31, 2022, and send it along with the confirmation deposit of \$75 to book your floor & table space via one of the following methods:

E-mail application form to: jennifer@decostecentre.ca and **e-transfer payment to:** nancy@decostecentre.ca (Please use *Christmas* as the password) or call her at 902-485-8848 ext. 1 and provide your credit card # **OR:**

Mail form & cheque (made payable to deCoste Centre) to:
deCoste Centre, P. O. Box 39, Pictou NS B0K 1H0 Attn: Christmas at the deCoste c/o Jennifer MacLennan or stop by our venue at 99 Water Street, Pictou, NS.

Note: Vendors applying before June 30th, 2022, will be entered for a draw to get \$75 reduction in floor space costs.

REMAINING DEPOSIT DUE: FRIDAY SEPTEMBER 30, 2022

Please also note the change in MANDATORY set up & tear down times. Fines of \$25 will be instilled if not adhering to these, payable day of infraction. While we do not believe this will be a problem; it has been implemented due to issues incurred with several vendors at previous events.

We look forward to welcoming past and new vendors to this celebrated event that all look forward to each year.

If you have any questions, please contact Jennifer.

SHOW TIMES

Saturday November 19 &
Sunday November 20
10 am to 4 pm

MANDATORY* SET UP & TEAR DOWN TIMES

Friday November 18
2 pm to 8 pm SET UP
Saturday, November 19
8 am to 9:45 am SHARP
Sunday, November 20
4 PM TEAR DOWN BEGINS

FLOOR SPACE DETAILS

Single Booth Floor Space:
6' X 10' = \$150
Booth & ½ Floor Space:
9' x 10' or 6' x 15' = \$225
Double Booth Floor Space:
6' x 20' = \$300

Tables (optional) :
2' x 5' @ \$10 each
(Limited # of tables available
& must be reserved on application
form. Vendors can bring their own)

**POWER REQUIREMENTS &
CHAIRS ARE FREE BUT MUST
BE INDICATED ON FORM.**

FOR MORE INFO: deCoste Centre

99 Water Street,
Pictou, NS B0K 1H0
(902) 485-8848
1-800-353-5338
decostecentre.ca

jennifer@decostecentre.ca



SATURDAY, NOVEMBER 19
SUNDAY, NOVEMBER 20

EARLY BIRD DRAW DUE DATE: JUNE 30, 2022
APPLICATION FORM DUE AUGUST 31, 2022
FINAL PAYMENT DUE: SEPTEMBER 30, 2022

Name of Business (if applicable): _____

Name of Contact Person: _____

Mailing Address: _____

Postal Code: _____ Phone: _____ Cell: _____

Email: _____

Type of Craft/ Food Product (s): _____

Please check if your display includes a: back panel _____ and / or side panel _____

Do you require: Power Yes _____ No _____ # of Chairs: _____ # of Tables _____

Floor space rental (required):

Space for a Single Booth (6' X10') @ \$150: _____ Space for a Double Booth (6' X 20') @ \$300: _____

Space for a Booth & ½: (9' X10') @ \$: _____ OR Space for a Booth & ½: (6' X15') @ \$225: _____

*NOTE, additional booth space is only applicable for those located in the Murray Room, on the floor in the auditorium or located on the stage, it does not apply to the levels which are 6 x 10 spaces.

TOTAL EXHIBIT EXPENSES TO BE PAID:

Cost of Floor/Booth Space Rental as per total requested above: (A) \$ _____

Cost of Table Rental @ \$10/Table (2' X 5') as per total requested above: (B) \$ _____

TOTAL COST DUE (A + B): (C) \$ _____

Less confirmation deposit due with Application (August 31, 2022 deadline) (D) \$ <75.00> _____

BALANCE OWING & DUE FRIDAY SEPTEMBER 30, 2022 (C-D) \$ _____