



Vancouver Island RV Show & Sale Exhibitor Information & Venue Policies

Show Location:

Arbutus Meadows Equestrian Centre
1515 East Island Hwy.,
NanOOSE Bay, BC V9P 9A3

Show Manager/Producer:

RVDA of BC (Joan Jackson)
Unit 1, 2405 Centennial Drive
Blind Bay, BC V0E 1H2
Ph: 778-490-0013 / joan@rvda.bc.ca

Show Dates:

Friday, April 12th, 2019
Saturday April 13th, 2019
Sunday April 14th, 2019

Show Hours of Operation

10:00am-8:00pm
10:00am-6:00pm
10:00am-5:00pm

Exhibitor Wristbands: Exhibitors can pick up wristbands during move in or prior to the show opening on Friday from the show office. The wristbands should be worn during the show to ensure easy identification and entry/re-entry to the show.

Move In:

Dealers – Bulk Exhibitors – Tuesday & Wednesday, April 9th-10th, 2019– Dealers will be provided with a complete move in schedule prior to the show but move in will be available at the completion of floor marking Tuesday. Dealers can stage their RVs on the Arbutus Meadows property beginning Saturday April 7th however security will not be on site until the evening of Tuesday April 9th. All RVs must be in the building by the end of the day Wednesday, April 10th.

Booth Exhibitors - Thursday, April 11th, 2019 – Exhibitors will have access to the building commencing at 8:00am. There will be limited vehicle access due to space constraints but hand dolly's and other moving apparatus will have access until such time as carpets are laid (approximately 3:00pm). Once carpets are laid no wheeled access will be permitted.

Move Out:

Sunday, April 14th, 2019 – Exhibitors will move out at the close of the show; all RVs must be removed from the building and staged outside on Sunday evening; dealers will have until noon on Monday April 15th to remove all RV's from Arbutus Meadows' property.

Security: Security will be on-site commencing April 9th from 8:00pm – 8:00am and will resume April 10th 8:00pm – 8:00am. Commencing 8:00pm on April 11th security will be on site 24 hours per day until Monday April 15th, 8:00am.



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Parking: There will be a designated area for exhibitors to park during the show. Parking attendants will be on-site to direct exhibitors to the correct area. There is no charge for exhibitor or consumer parking.

Combustibles: Any internal combustion engines, vehicles or equipment must not contain more than one quarter (1/4) tank of gasoline or fuel, and must be inoperable, i.e.: battery and/or ignition disconnected. Fuel caps must be locked shut.

Decorative covers or booths shall be inherently flame proof or properly treated with a flame retardant chemical. Oilcloth, tarpaper, cardboard, nylon, orlon, and other materials that cannot be made flame retardant are prohibited.

Propane Tanks: Propane fuel tanks must not be larger than a 5 lb. unit, unless empty or attached permanently to an RV. The propane tank must be certified as to its proper filling density. A regulator valve complete with excess flow protection must be installed. Extra tanks must not be stored indoors.

Electrical: Booth exhibitors are provided with one duplex outlet. Bulk exhibitors: each "pod" will be provided with 30 AMP power. Any other power requirements are the responsibility of the exhibitor and can be arranged directly with Black & White Rentals: 250-954-1401, www.bwparty.com

Show Services: All booths will be provided with 8' back draping and 3' side draping. Any other decor items are the responsibility of the exhibitor. You may bring your own or rent items from Black & White Rentals: 250-954-1401, www.bwparty.com

Liability and Insurance: Dealer Exhibitors are responsible for carrying at least \$2 million in public liability insurance which lists: Arbutus Meadows Equestrian Centre, Ltd., Culverden Holdings, Ltd. and Recreation Vehicle Dealers Association of BC as additional insured. The insured period is to include the move in and move out dates. Exhibitors must provide a Certificate of Insurance to the Show Manager/Producer one month prior to show move in. Exhibitors will be liable for, and will indemnify and hold harmless the Show Manager/Producer, of any losses or damages whatsoever suffered by anyone or to anything as a result of the Exhibitor's participation in the show. Dealer Exhibitors who fail to provide the required coverage will not be allowed on the property until all such insurance requirements are met. Public liability insurance is not mandatory for booth exhibitors but is recommended for your own protection.

RV Dealer Exhibitor Product: Dealers may only display RV products that they are authorized by the manufacturer to sell to the consumer and is readily available at the



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business address as per the Exhibit Space Application. The units must be CSA compliant and MUST display the appropriate decal – NO EXCEPTIONS. Non compliant units will not be allowed in the venue. Dealers are permitted to display used/ex-rental units, however, the units must be 2010 or newer and in pristine, saleable condition.

Batteries: RVs are required to have wood under the hitch and jacks, batteries must not leak and have something under them.

Tire Blackener: Must not be sprayed near concrete floor; if any residue is left on the concrete you will be charged for cleaning.

Balloons/Adhesives/Tape/Nails: The use of tape, wire, staples, nails, tacks, screws, glue and similar damaging items are prohibited from use for securing anything to any surfaces. Glitter, confetti, flower petals, streamers, potpourri, seeds, sparklers and helium balloons are prohibited from use in the venue.

Banking: There is no ATM on site; Exhibitors should ensure they have a sufficient float of small bills and coin for making change. Cash should not be left in your booth unattended or overnight.

Booth Staffing: Booths must be staffed at all times, staff must be in place by 9:45am and remain until the show closes daily. If you are alone in your booth and need a break please contact the show office.

Telephones: If you require a phone/fax line in your exhibit area please contact Telus or Shaw directly. Most cell phones will have reception in the building.

Internet: There is no internet service in the building; if you require internet service please contact your service provider directly to make arrangements.

Concessions: Food trucks will be on site outside with food and beverages available for purchase.

Draw Prizes: Exhibitors holding a draw or contest at the show must provide a copy of the rules and entry form to the Show Manager.

Housekeeping: Only aisle carpets and common areas will be vacuumed each night. We encourage you to provide your own vacuum should you wish carpets in your display cleaned.

Smoking: Arbutus Meadows Equestrian Centre is a non-smoking facility. A designated smoking area will be available outside.