PRESCOTT SPRING HOME & TRADE SHOW

EOTS
EASTERN ONTARIO
TRADE SHOWS AND EVENTS
An Ontario Approved Professionals Platform

EXHIBITOR & SPONSOR

REGISTRATION GUIDE

Local Business. Live Connections.

Bringing Business and Community Together.

OAPevents.ca

2027

Invitation to Exhibit

The Ontario Approved Professionals (OAP) are proud to invite you to join us this Trade Show Season!

Prescott Spring Home & Trade Show || Leo Boivin Community Centre, Prescott, Ontario
- **Friday, April 23 || 4:00 PM to 8:00 PM**
- **Saturday, April 24 || 9:00 AM to 4:00 PM**
- **Sunday, April 25 || 9:00 AM to 2:00 PM**

Brockville Fall Home & Trade Show || Brockville Memorial Centre, Brockville, Ontario
- **Saturday, August 7 || 9:00 AM to 4:00 PM**
- **Sunday, August 8 || 9:00 AM to 2:00 PM**

For over a decade, our organization has championed small business growth through local trade shows. What began in 2014 as the Brockville Home Show grew into a gathering place for businesses, homeowners and our surrounding communities. In 2019, we moved our flagship spring show to Prescott, where the welcoming community and the versatility of the Leo Boivin Community Centre have supported years of successful, sold-out events.

Today, Eastern Ontario Trade Shows and Events (EOTS), an Ontario Approved Professionals platform, continues that work through our Prescott Spring and Brockville Fall Home & Trade Shows. Our purpose remains simple: bring local businesses and communities together through meaningful, face-to-face connections.

Growing Our Shows. Investing in Your Experience.

Like the businesses we serve, we are feeling the pressures of today's economy. Venue rental fees, staffing and event operating expenses continue to rise, and our shows are not immune.

At the same time, we are expanding both shows and investing in promotion, organization and the overall experience—with the goal of attracting more visitors and creating better opportunities for exhibitors, sponsors and attendees.

To support these improvements and help cover rising costs, booking fees will increase slightly for the upcoming season. We know every advertising dollar matters, and we appreciate your understanding and continued participation. Our team works hard to promote each show, welcome the community and give your business opportunities to be seen, start conversations and build relationships.

Why Exhibit With Us:
- Local First: We limit similar vendors to maintain a balanced exhibitor mix and give visitors more variety.
- Promotional Reach: We invest in social media, radio, print and community partnerships to promote our shows and encourage attendance.
- Professional Organization: As an Ontario Approved Professionals platform, EOTS brings a commitment to small business support and professionally organized events.
- Member Advantage: OAP members receive discounted exhibitor rates and exclusive promotional opportunities.

Exhibiting is an investment in your business's visibility. Eligible advertising and promotional expenses may also be tax-deductible; your accountant can confirm how your booking should be treated.

Reserve Your Space Early - Booths are assigned on a first-come, first-served basis, and our Prescott show has a history of selling out. Register early to secure your preferred space. **Registration for Prescott's Show is March 12, 2027.**

If you have questions or need assistance completing your registration, contact events@ONTapproved.ca. We're here to help and look forward to welcoming you back - Thank you for continuing to grow with us.

Sincerely,
David Annable || Event Coordinator
Eastern Ontario Trade Shows
Tel: **613-865-8999**
Email: **events@ONTapproved.ca**

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Advertising & Promotion 101

Our mission is simple: fill the aisles with the right customers and help you make real connections. The Prescott Spring Home & Trade Show has consistently in attendance, and at peak draws an average of 2,700+ guests over three days. From fellow business owners, homeowners, do-it-yourselfers, and rural property owners looking to connect with trusted local professionals - your customers!



What We Do to Bring People In

- High-Impact Social Media Campaigns
- Large-scale Facebook & Instagram ads targeted across our region
- Dedicated vendor spotlight graphics — every exhibitor gets highlighted
- Event page promotion & RSVP campaigns to increase foot traffic
- Website Visibility, featuring the news, details, and exhibitor listings
- Radio Features & Interviews
- Pre-event segments on local stations sharing show highlights
- On-the-Ground Advertising
- Eye-catching roadside and highway signage
- Posters & flyers distributed across community
- Broad Community Reach & Publicity
- Collaboration with local municipalities, business networks, and partner organizations to push attendance.







Our investment ensures our community know about the show long before doors open.

What We Ask From You

Your participation matters — the more we all promote, the bigger the impact.

- ***Announce Your Booth***, Share that you're exhibiting. Post sneak peeks, booth number, products, and special show offers. (*You'll receive a free "We're Exhibiting" graphic template and event logos to make this easy*)
- ***Engage Early & Often***, Start posting weeks before the show to build excitement and anticipation.
- Use the Right Hashtags & Tags, Help attendees (and our marketing) find you: **#PrescottHomeShow #OAPevents #ONTapproved** Tag us on Facebook & Instagram **@ONTtradeshows**!
- ***Share Live at the Event***, Photos, videos, contests, and behind-the-scenes content create buzz and help everyone's reach grow.







Tip: Consistent social sharing can double or triple booth traffic and leads.

We are Stronger Together

When the Eastern Ontario Trade Shows and Ontario Approved Professionals marketing engine meets your own audience reach, the result is a packed show floor and lasting local awareness for your brand.

If you need help with graphics or hashtags, contact us — we're happy to support your promotion strategy.

Local Business.
Live Connections.

SPONSOR REGISTRATION

PAYMENT MUST ACCOMPANY REGISTRATION FOR IT TO BE DEEMED COMPLETE.

March 1, 2027 || June 4, 2027 *(Deadline for full sponsorship value)*

Company Name: _____

Contact Person: _____ **Type of Business:** _____

Email: _____ **Website:** _____

Address: _____ **City:** _____

Postal Code: _____ **Phone:** (_____) _____ **Other Phone:** (_____) _____

S1. HEADLINE SPONSOR

- Promotion & advertising shout-outs (as available)
- On-site promotion & advertising during the event
- Web & social media promotion & advertising
- Print media & signage promotion & advertising

Select	Rate
☐	$ **800.00** per show

S2. EVENT SPONSOR

- On-site promotion & advertising during the event
- Web & social media promotion & advertising
- Print media & signage promotion & advertising

Select	Rate
☐	$ **500.00** per show

S3. PRIZE SPONSOR

Gift / prize items must meet the minimum donation value.

- On-site promotion & advertising during the event
- Promotion during the prize draw / giveaway

Select	Donated Prize Value
☐	$ **200.00** min. value

Minimum prize value:	Prize delivery deadline:
$ **200.00** in retail value	**March 12, 2027 || July 16, 2027**

Prize Description:

_____

_____

Retail Value: $

Date of Registration: _____

Authorized Signature: _____

Subtotal	$
TOTAL	$

Signing this contract and registration form signifies that you have read and will abide by the event terms and conditions as a whole, and confirms that your registration is complete and binding to this event and its charges.

Cheques Payable to: Ontario Approved Professionals
224 King St. W., PO BOX 575, Brockville, ON, K6V 5V7
(EMT) Email Money Transfers payable to:
events@ONTapproved.ca

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VENDOR REGISTRATION

PAYMENT MUST ACCOMPANY REGISTRATION FOR IT TO BE DEEMED COMPLETE.

Registration Deadline March 12, 2027

Company Name: _____

Contact Person: _____ Type of Business: _____

Email: _____ Website: _____

Address: _____ City: _____

Postal Code: _____ Phone: (_____) _____ Other Phone: (_____) _____

A. INDOOR RINK REGISTRATION - MEMBER RATES

Approved Professional Members Only

Primary Booth Selection: _____ Backup Booth Selection: _____

Booth Option	Rate	Qty	Amount
Standard Booth — Member Rate	$ 600.00		$
Premium Corner Booth — Member Rate	$ 750.00		$
Additional 10′ Booth Additional booths: 20% off 1 booth; 30% off 2 or more.			$

B. INDOOR RINK REGISTRATION - STANDARD RATES

Non-Members

Primary Booth Selection: _____ Backup Booth Selection: _____

Booth Option	Rate	Qty	Amount
Standard Booth	$ 750.00		$
Premium Corner Booth	$ 900.00		$
Additional 10′ Booth Additional booths: 20% off 1 booth; 30% off 2 or more.			$

C. MARKET/ARTISAN REGISTRATION - STANDARD RATES

Primary Booth Selection: _____ Backup Booth Selection: _____

Booth Option	Rate	Qty	Amount
Outdoor Standard Booth	$ 120.00		$
Additional Outdoor 10′ Booth Additional outdoor booths: 20% off 1 or more.			$

D. ADDITIONAL REGISTRATION ITEMS - OPTIONAL

Item	Rate / each	Qty	Amount
Table *(Maximum 2 per 10′ booth)*	$ 12.00		$
Chair *(Maximum 2 per 10′ booth)*	$ 4.00		$

Do you require hydro? YES ☐ NO ☐

Want to save? Join the Approved Professionals before the show. ☐ Yes, get in touch!

Date of Registration: _____

Authorized Signature: _____

Subtotal $ _____

HST (13%) $ _____

TOTAL $ _____

Signing this contract and registration form signifies that you have read and will abide by the event terms and conditions as a whole, and confirms that your registration is complete and binding to this event and its charges.

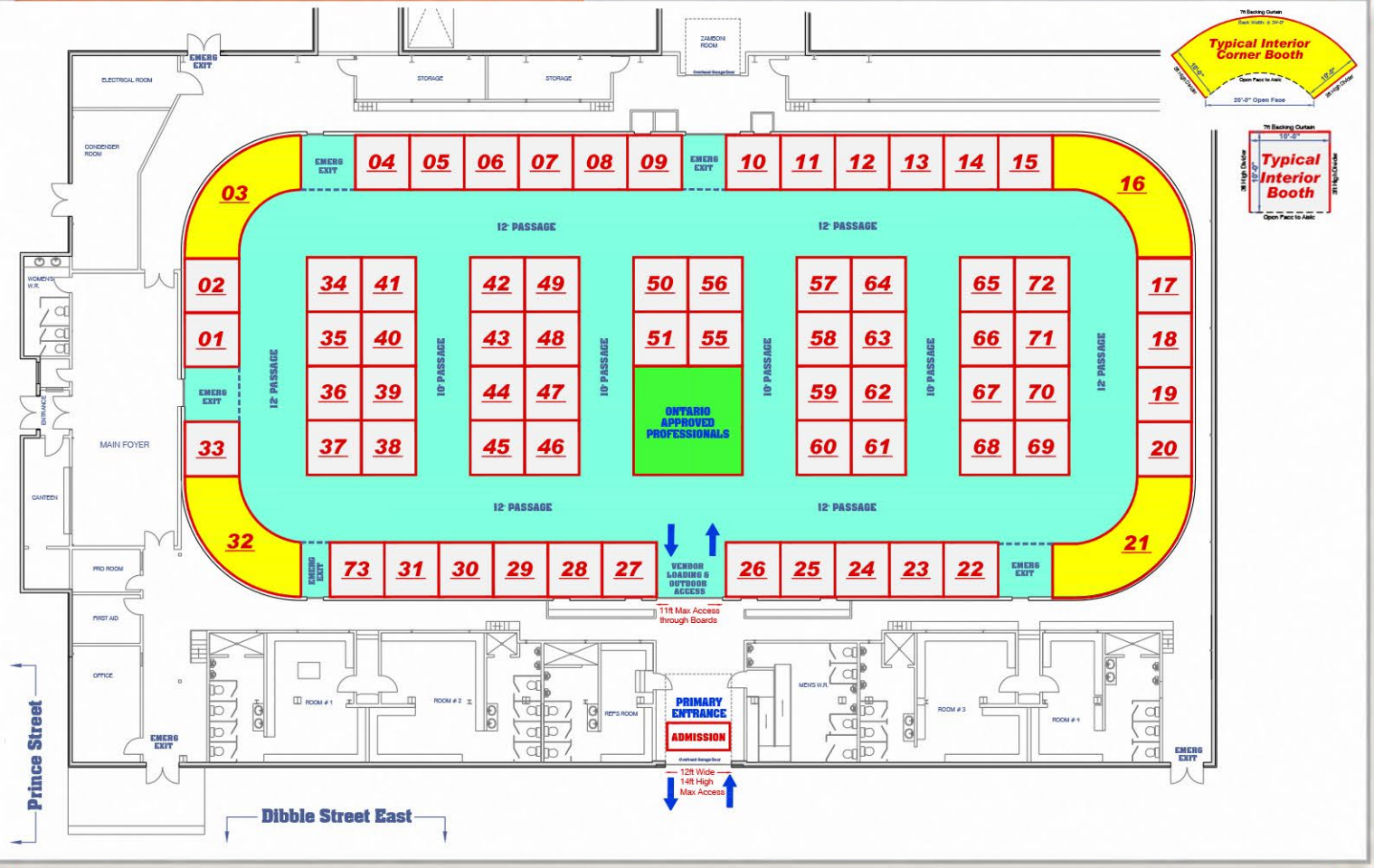
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SPRING PRESCOTT HOME & TRADE SHOW
An EOTS Event

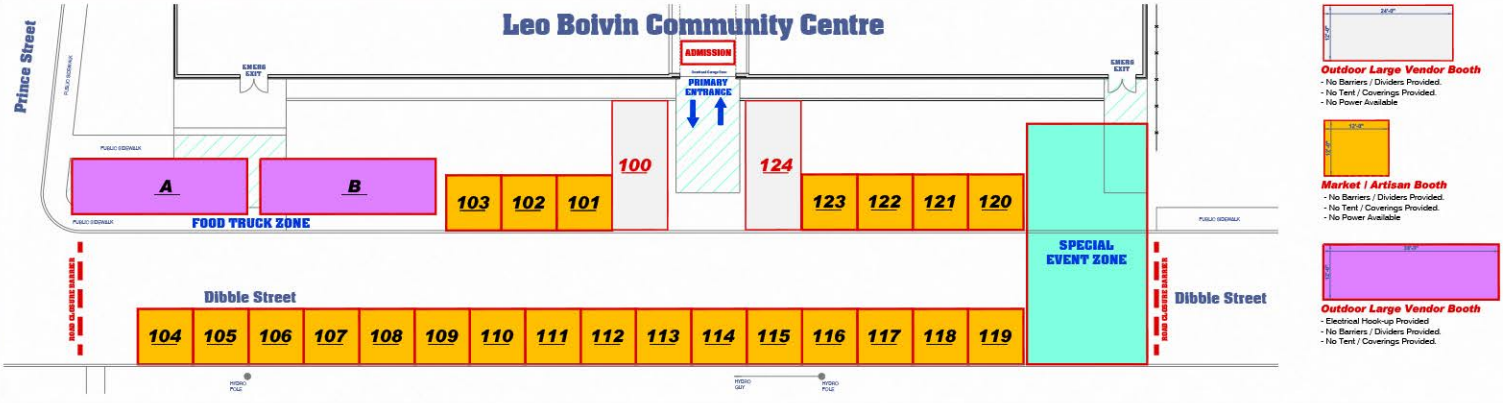
Show Layouts & Booth Locations

PRESCOTT SPRING HOME & TRADE SHOW
An EOTS Event

INDOOR EXHIBITOR LAYOUT



OUTDOOR EXHIBITOR LAYOUT



Event Terms & Conditions

Cancelation Policy:

If written notice is received prior to 60 days from the show, 50% of monies will be returned. All cancellations made within 59 days of the show are non-refundable.

Insurance Requirements:

The Ontario Approved Professionals requires that each exhibitor provide a “Certificate of Insurance” for Commercial General Liability (CGL) with a minimum of $2 million coverage for the two days of the Trade Show naming the Ontario Approved Professionals as additional insureds. Your insurance provider can assist you with this document.

Notable Additional Items:

- Hydro & Booth Curtains are included in the booth booking fee.
- Table Linens, Extension Cords and Carpeting are not supplied by Organizers.
- Exhibitors are asked to assist with their own advertising in support of the show’s success.
- Tents / Coverings are not supplied by Organizers for Outdoor Vendors.
- Tables and Chairs are not included in the booth booking fee, See Vendor Form.
- Event Organizers will arrange radio, print and social media advertising.
- Event Security arranged by Organizers.
- Event Venue & Fencing arranged by Organizers.
- Event Organizers facilitate Liquor License & Hosts
- Event Organizers are Fully Insured & Professional

Prescott Spring Home & Trade Show Event Information & Details:

- **Friday, April 23**, **4PM to 8PM** || **Saturday, April 24**, **9AM to 4:PM** || **Sunday, April 25**, **9AM to 2PM**
- The Prime Vendor Lessee will be able to set up their booth as follows:
  Thursday, April 22, 12PM to 5PM **Large Rink Vendors Only*
  Friday, April 23, 8AM to 2PM **Rink Vendors Setup*
- The Market / Artisan Lessee will be able to set up their booth as follows:
  Saturday, April 25, 7AM to 9AM **Remain setup overnight with security.*
- Arena access will be available through a 11 foot wide by 13 foot high overhead door.

General Event Information & Details:

- Tear down times, with no exceptions, will be post event **2PM to 7PM** **One Day Only*
- Booths are ***not permitted*** to be taken down before the end of the show.
- The booths will be leased on a First Paid, First Reserved basis.
- The event coordinators reserve the right to assign booth spaces as required.

Lessee’s Responsibiities:

- The lessee is responsible for providing all required items, carpets or mating, fixtures, extension cords and other items for their booth and its operations.
- The lessee will not be permitted to glue or nail any material to fixed portions of the arena: walls, ceilings, floor, and curtains. Hanging or fastening display material to fixed items within the arena must have prior written approval from the event coordinator and/or arena supervisor.
- The lessee will also be responsible for the daily clean-up of the immediate area within their booth, and to ensure that measures have been taken to protect the facility from spillage, oil, gasoline, grease and/or any other liquid products.
- It is the responsibility of the lessee to ensure that all materials and furnishings required in their booth set up are taken down and removed from the building and their booth area is left in the way it was received.

We are the Biggest Little Trade Show!



STANDARD BOOTH | 10 FT × 10 FT



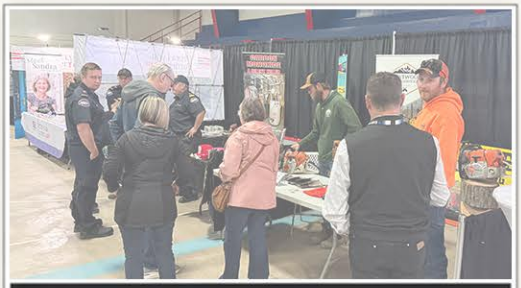


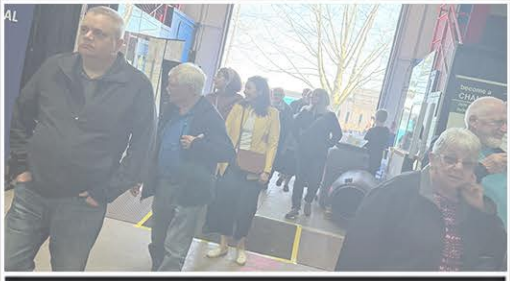


EXPANDED BOOTH | 20 FT × 10 FT



PREMIUM CORNER BOOTH | 34 FT × 10 FT







STREET MARKET BOOTH

APPROVED ONTARIO ONTapproved.ca PROFESSIONAL

Local, Vetted & Trusted PROFESSIONALS

Approved Professional Member Advantage

Save on exhibitor fees and enjoy exclusive promotional perks.
Interested in joining before the show?
membership@ONTapproved.ca