



APPLICATION FOR
PERMANENT FOOD BOOTH
PRINCE ALBERT EXHIBITION

AUGUST 5TH - AUGUST 9TH, 2026

PRINCE ALBERT EXHIBITION ASSOCIATION
BOX 1538 PRINCE ALBERT, SK S6V 5T1

P: 306-764-1711 C:306-941-8916 • Email form to: paex@sasktel.net E-transfers: paexpay@gmail.com

PLEASE TYPE OR PRINT ALL INFORMATION

Company: _____ Address: _____

City: _____ Province: _____ Postal Code: _____

Email Address: _____

Contact Person 1: _____ Phone: _____

Contact Person 2: _____ Phone: _____

List Exact Menu and Prices of Items to be sold: (more writing space on page 2)

Include your Cheque and Copy of Insurance Coverage

Please check off choice of booth and fill in following information

Commercial Food Booth ~ \$1,400.00 (\$1,554.00 with taxes) = \$ _____

Non-Profit Booth ~ \$1,200.00 (\$1,332.00 with taxes) = \$ _____

(proof of charitable status must be provided to the Prince Albert Exhibition Association)

Environmental Fee ~ \$100.00 (\$111.00 with taxes) = \$ _____

Power Flat Rate ~ \$100.00 (\$111.00 with taxes) = \$ _____

TOTAL..... = \$ _____

\$500 deposit required after form is sent in. (Goes towards final total)

Full payment required by July 10th/2026

PAYMENT OPTIONS ARE:

- 1) Stop in to the PAEX Admin Office to use point of sale device; or
- 2) E-transfer to paexpay@gmail.com; or to process payment
- 3) Call 306-941-8916 to relay credit card info

Signature of Vendor _____ Date _____

OFFICE USE ONLY

Cleaning Pre-authorized CC: _____ Amount Paid \$: _____

Receipt#: _____ Booth: _____

2026 PERMANENT FOOD BOOTH RENTAL Terms & Conditions

Event Overview

Show Dates: Wednesday, August 5 – Sunday, August 9, 2026

Public Hours: 1:00 p.m. – 10:00 p.m. daily

(Vendors may open earlier if ready; vendors may operate until 11:00 p.m. Midway rides run until midnight.)

Set-Up & Take-Down

Set-Up: Tuesday, August 4, 2026 | 1:00 p.m. – 5:00 p.m. & Wednesday, August 5, 2026 | 8:00 a.m. – 12:00 noon

Vendors must be fully set up and operational by 12:00 p.m. Wednesday, August 5, 2026. Late arrivals may forfeit their space without refund.

Take-Down:

Sunday, August 9, 2026 after 10:00 p.m. & Monday, August 10, 2026

All outdoor equipment and materials must be removed by 6:00 pm Monday, August 10, 2026. Booths may not be dismantled before 10:00 p.m.

Sunday without PAEX approval.

Services Provided

24-hour on-grounds security, First-aid in Log Cabin as well as Lost and Found.

Gate Passes, Vehicles & Deliveries

Included with Booth Rental: Two (2) week-long (5-day) gate passes & one (1) weekly (5-day) vehicle pass per booth – no exceptions

Additional Gate Passes (must be purchased before 4:30 p.m. August 5, 2025): 5-day pass: \$45.00 + tax (\$49.95) or Single-day pass: \$10.00 + tax (\$11.10)

Vehicle Access & Parking:

Entry via Southeast Gate. Vehicles must park in designated Vendor Parking (south side of Main Hall). No vehicles are permitted near booths. No vehicle access on PAEX grounds after 11:00 a.m. daily

Deliveries:

All deliveries must be completed by 11:00 a.m. daily. No delivery vehicles permitted on PAEX grounds after this time.

Booth Standards & Vendor Conduct

Booths must be staffed, clean, and orderly at all times. Garbage must be disposed of properly; surrounding areas must be kept clean. Rugs are permitted inside booths. PAEX is not responsible for unmanned booths

Signage:

Prices must be clearly posted. All signs must be professionally printed or painted (no handwritten signs). Vendors must conduct business in a quiet, orderly manner and may not interfere with other vendors or guests. All exterior signage on PAEX grounds or buildings must be removed within two (2) weeks following the final day of the Summer Fair. Any signage left up beyond this period will be subject to a \$500+gst advertising fee.

Food Booth Requirements & Cleaning Deposit

A \$500.00 pre-authorized cleaning deposit (credit card) is required for each food booth no later than Tuesday, August 4, 2026. Deposit will be released after inspection only if booths, equipment, picnic tables, and surrounding grounds are kept clean throughout the Fair and properly cleaned at close. Picnic tables may be placed upon request and if available (first-come, first-served). Only one (1) key will be issued per booth; lost keys will result in a \$50.00 charge. Paper cups, plates, and disposable service ware only. Crockery is strictly prohibited

Waste, Clean-Up & Equipment Removal

All food items must be removed and booths/equipment fully cleaned within three (3) days following the close of the Fair. Failure to clean or remove food and equipment will result in forfeiture of the cleaning deposit. All appliances (freezers, fridges, etc.) must be cleaned and unplugged. All signage must be removed from roofs and exterior walls within three (3) days after the Fair. Dumping wastewater or grease anywhere on PAEX grounds or into sewer systems is prohibited. Fine for violations: \$500.00

Insurance, Licensing & Safety

Vendors are responsible for public liability, theft, fire, and property insurance. Proof of insurance naming PAEX as Additionally Insured must be submitted with the application (contents included). A Temporary Food Service Licence from Parkland Health Region is required. Licence must be displayed in the booth and a copy provided to PAEX. Vendors are responsible for interior booth maintenance and exterior upkeep within 100 feet of their booth.

Beverage Exclusivity – Coca-Cola

All soft drinks (carbonated beverages), juices, and bottled water sold must be Coca-Cola products purchased directly from and supplied by Coca-Cola Prince Albert Beverages. No other beverages sold, promoted, or given away anywhere on PAEX grounds. Coca-Cola representatives will be on site during the Fair to service vendors. No refunds on opened cases. Selling unapproved beverages may result in immediate eviction without refund.

Payments, Contracts & Right to Cancel

A \$500 non-refundable deposit is required with the application and applied to the total fee. Full payment is due on or before July 10, 2026.

Cancellations prior to July 10, 2026 will receive a partial refund less the deposit. No refunds after July 10, 2026 – NO EXCEPTIONS. NO SUBLETTING.

Payment Methods:

- E-transfer: paexpay@gmail.com

- Cash, debit, or credit card

- Direct sales may begin one day prior to the start of the Summer Fair and end at closing

Charitable rate requirements:

- Agreement must be with a registered charity or non-profit

- Proof of status required

- No sub-letting without PAEX approval - this applies to all vendors.

- Booths must maintain a clean, professional appearance

Right to Cancel:

PAEX reserves the right to cancel this agreement at any time, without refund, if contract terms are not followed or if inappropriate or disrespectful behavior occurs.