

Order Forms

KW Home & Garden Show

Sponsored by



March 21 - 23, 2025

Kitchener Memorial Auditorium Complex
400 East Avenue (at Borden),
Kitchener, Ontario N2H 1Z6

Show Dates and Hours

Friday, March 21st	12:00 noon - 7:00 p.m.
Saturday, March 22nd	10:00 a.m. - 7:00 p.m.
Sunday, March 23rd	10:00 a.m. - 5:00 p.m.

Show Management

Ann Evoy, Show Manager,
(519) 632-5222 Fax: (519) 632-5251
Email: info@kwhgs.ca

www.kwhgs.ca

SHOW BADGES

All badges & passes are to be picked up during your move-in day registration at the Show Office.

Company name: _____ Booth #: _____

Contact Person: _____ Phone: _____

Please print your staff's names below and then **fax this order form back to (519) 632-5251** or **email it to: info@kwhgs.ca**

1.
2.
3.
4.
5.

DO NOT complete the following unless your have a booth over 100 square feet:
**** PLEASE NOTE: Five additional badges for each extra 100 square foot booth.**

Two Booths:

Three Booths

1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

Four Booths:

Five Booths:

1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

Continued on next page.

Six Booths:

Seven Booths:

1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

Eight Booths:

Nine booths

1.	1.
2.	2.
3.	3.
4.	4.
5.	5.

If you wish to purchase any additional badges or passes, please complete the order form "Additional Badges/Passes" on the next page.

ADDITIONAL BADGES & PASSES

This form must be completed and returned no later than March 1st, 2025.

Each 100 sq.ft. booth will automatically receive 5 Full Show Exhibitor Badges and 5 Complimentary Guest Passes. Any additional passes can be ordered below (see bottom of page for payment information).

Company name: _____ Booth #: _____
Contact: _____ Phone: _____
Address: _____
City: _____ Prov.: _____ Postal Code: _____

Additional Passes

I would like _____ complimentary guest passes at \$5.00 each \$ _____
_____ Packs of ten (10) complimentary guest passes at \$ 40.00 each \$ _____
TOTAL: \$ _____

Additional Exhibitor Badges:

I would like _____ full show exhibitor badges at \$ 5.00 each = \$ _____

1.
2.
3.
4.
5.

Please include a cheque payable to Ontario Marketing Productions Ltd. or complete the credit card authorization form below. (Taxes included in the prices listed above. (G.S.T. #122016769 RT).

Charge to my: Visa MasterCard Direct Payment **Amount: \$** _____
Card #: _____ Exp. date: _____
Card Holder Name: _____ Signature: _____

Fax to: (519) 632-5251 or **Mail to:** 400 East Avenue, Kitchener, Ontario, N2H 1Z6

REQUEST FOR APPROVAL CONTEST / DRAW

I wish to make arrangements at my expense to receive my passes in advance Yes ___ No ___

This request for approval for contest / draw must be completed and submitted to the Show Management before the opening of the show. A copy of the signed and approved form will be returned to you.

Company name: _____ Booth #: _____

Contact person: _____

Phone: _____ Fax: _____

Address: _____

Please list the Contest / Draw Prize(s) you will have at your booth below:

- 1) _____
- 2) _____
- 3) _____
- 4) _____

Number of contest / draw prize winners: _____

I, _____, agree to ensure that the names of the contestants entering our contest / draw will be used only for purpose of soliciting sales of our company's products/services. I understand that there can be no soliciting sales of product or service other than those that we sell, by any representative from our company or third party.

Company contact signature

Show Management signature

Date

Date

**Please note that all names of winners must be given to
Show Management on March 23, 2025**

STANDARD BOOTH DRAPE ORDER FORM

The Show Management provides back drapes free of charge, **ONLY** if your Drape Order Form is returned to us no later than **March 1st, 2025.** The Show Management will also provide you, free of charge, with two 3-foot high side drapes if requested. These side drapes **will not automatically** be placed in your booth. You must fill out the order form attached.

Company name: _____ Booth #: _____

Contact: _____ Phone: _____ Fax: _____

Please check one:

- We will require the standard 8 foot high back drape provided at no charge by Show Management.
- We will require the standard 3 foot high side drapes provided at no charge by Show Management.
- We will **not** require the standard booth drape or side drape. We have our own display booth.

Remember there is no charge for the standard booth drape if requested before the deadline. You must let us know by completing and returning this form.

Move-In

To facilitate a fast and trouble free move-in, please complete the following information. We will confirm your move-in with you 2 weeks prior to the show, provided we have received your form. Please indicate the preferred day and time your company would like to move-in.

Move-In Hours Available:

- Wednesday, March 19 8 a.m. - 8 p.m.
- Thursday, March 20 8 a.m. - 8 p.m.
- Friday, March 21*** 8 a.m. - 11 a.m. **(Hand carried items only – NO DOLLIES)**

Preferred time for move-in: _____ Your type of vehicle: _____

Do you require a fork lift? _____ YES _____ NO, If yes, approx. how long: _____

Will you be moving out on: Sunday night _____ or Monday day _____

Please email this form back to: info@kwhgs.ca

www.kwhgs.ca