

2025 Sask Snow Show Exhibitor Manual

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Exhibitor Manual

Section 1: General Information

Show Presented by:

The Saskatchewan Snowmobile Association
Box 533, 221 Centre Street
Regina Beach, SK
S0G 4C0
Show Manager: Jenn Schneider
Phone: (306) 729-3508
Cell: (306) 552-8071
E-mail: jenn@sasksnow.com
Web: www.sasksnow.com/sasksnowshow

Admission (Public)

Adults	\$15.00
Adult 2 Day Pass	\$25.00
Family Day Pass (2 Adults/2 Youth)	\$30.00
Seniors and Youth Day Pass	\$10.00
Children 6 Years and under	FREE

Dates and Times

Saturday November 1	10 am to 8 pm
Sunday, November 2	10 am to 4 pm

Location

WTC Saskatoon at Prairieland Park (Hall D & E)
503 Ruth Street
Saskatoon, SK
S7M 0G7

Exhibitor Passes

Exhibitor passes are provided for personnel staffing exhibitor booths. **Passes include the exhibitor's company name only.** Passes are printed prior to the show therefore it is important to complete the Exhibitor Pass Order Form indicating how many passes are required and submit it to our office by the date indicated on the form. There is no cost for the exhibitor passes. Exhibitors can pick up their exhibitor passes from the show office during set up.

Exhibitors Passes are required for admission to the show.

Photography Consent

All of the Sask Snow Show programming will be recorded/photographed and shared online by the Saskatchewan Snowmobile Association. By attending this event, you are permitting the Saskatchewan Snowmobile Association to use photographs or videos that may contain your likeness for promotional purposes. Photographs or videos may be shared in print material, on the Sask Snow website, or social media. Please identify yourself to our photographer or registration staff if you do not wish to be photographed.

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Move In and Move Out Schedule

Please check in with the SSA Show Manager prior to access/scheduling.

October 29	Wednesday	MOVE-IN	1:00 pm – 5:00 pm
October 30	Thursday	MOVE-IN	8:00 am – 12 Midnight
October 31	Friday	MOVE-IN	8:15 am – 12 Midnight
November 1	Saturday	MOVE-IN	7:00 am – 9:30 am

***X-Large Exhibitor move in on Wednesday
Trailers move in on Wednesday night or Thursday***

Large overhead doors on the East side of the building are the main access for vehicles and trailers accessing booths. Access for small exhibitors are from overhead doors #1 and #2 or main doors.

November 3	Sunday	MOVE-OUT	4 pm - 12:00 Midnight
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Tear down must not start before 4:00 p.m. on Sunday. Exhibitors must leave their site in the same condition as they found it.

Official Hotel Accommodations

D3h Hotels	Towneplace Suites by Marriott
Home Inn & Suites	247 Willis Crescent
Saskatoon South	Saskatoon, SK
253 Willis Crescent	(306) 953-0400
Saskatoon, SK	\$129 + taxes – Studio King
(306)657-4663	\$ 134.00 + taxes – Studio 2 Queen
Block Code: 2504SASKSN 001	Group Code SSS Room Cut Off Date
\$129 + taxes – Classic King & Queen	is October 18th
Cut off date September 29th	

Sandman Signature South
310 Circle Drive West
Saskatoon, SK
(306) 518-7263
\$169.00 – Standard King and Two
Queen Beds
Block Name: Sask Snow Show
Block ID: 38875
Block Code: 2411SASNOW

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Official Service Contractors (power, table, chairs, etc)

HUB CITY DISPLAY

- Tables, Chairs, Carpet, etc.
- Audio Visual
- Forklift Services

1(306) 653-3705

E-mail: carolb@hubcitydisplay.com

Book services by mid-October to receive the early booking discount!

PRAIRIELAND PARK

- Electrical
- Internet Services
- Sign Hanging

The booking link is available on the Sask Snow website at www.sasksnow.com/sasksnowshow

Book services by mid-October to receive the early booking discount!

Section 2: Rules and Regulations

Payment Terms

Booth Rental Fees are to be paid in full prior to exhibitor move-in.

Cancellations

Booth Rental Agreements may be canceled by either party, provided written notice is received by the other party at least two (2) months prior to the first day of the show, in which case all monies paid by the exhibitor will be refunded. If the exhibitor cancels after this date, but prior to thirty (30) days before the first day of the show, he will be liable for 50% of the total contracted space cost. By canceling this contract, the exhibitor forfeits all rights or claims to the allocated space and SSA is free to rent it to others and collect the cancellation charge as liquidated damages.

Services Included In Booth Space Rental

Standard 10'x10' booth includes:

- 1 – 8' back drape and 1 – 4' side drape
- Wi-Fi Password
- Basic 110V power outlet
- Wireless Internet
- Aisle carpeting
- Daily cleaning for aisle and common areas
- 24 hour general security
- Parking

Bulk exhibitors' booth includes:

- Drapes as required
- Wi-Fi Password
- Aisle carpeting
- Daily cleaning for aisle and common areas
- 24 hour general security
- Parking

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Services not included

- Tables, Chairs, desks, etc. (Tables and Chairs can be added to booth selection when purchasing)
- Electrical 220 Volt/50 amp, Booth carpeting and cleaning
- Liability Insurance
- Telephone and Hard Wired Internet connections
- Forklift services

Shipping Direct to Show Site

All goods shipped to the show must be clearly marked with the name of the exhibitor and their booth number. Goods must NOT be shipped to the show for shipping charges to be paid on arrival, as these will not be accepted by the SSA. The SSA assumes no responsibility for loss or damaged goods before, during the period of the show, or after closing.

Parking

Parking is available at Saskatoon Prairieland Park at no charge.

Signs and Banners

All signs, banners, display materials must be properly affixed to the exhibit or be self-supporting within the height restrictions of the exhibit area. Please use the link that Prairieland provided to schedule your sign hanging and other services such as increased electrical, hard-wired high-speed internet, audio video rentals)

Booth Operations

Exhibitors agree to always maintain a minimum of one staff person in their booth space during the show. Exhibitors agree not to dismantle their display or remove goods during show times, and that the display and displayed goods will remain intact until the removal dates and times.

Exhibitors are required to keep their own booths swept and clean; and the SSA will ensure the aisles are kept clean and neat for the public appearance. Exhibitors agree to confine their presentation within the contracted space only and within the maximum height set by the show rules and regulations. Absolutely no running of engines will be allowed in the display building and batteries must be disconnected. Noise from sound systems or demonstrations must be kept at a suitable level so not to interfere with others. Show management reserves the right to determine when sound constitutes interference with others and to shut down the system.

Direct selling to, and the taking of orders from consumers are permitted show activities. An exhibitor that will be direct selling to the consumer (as opposed to taking orders for future shipment from outside of Saskatchewan) and does not have a permanent Saskatchewan Provincial Sales Tax number (PST) must have a temporary PST number. An application form is obtainable by calling the Department of Finance at 1-800-667-6102. Exhibitors are not required to obtain a transient trader license from the City of Saskatoon.

No booth space is to be sublet without prior permission of the SSA.

Insurance

The Exhibitor is responsible to have liability/property/loss/theft/fine/vandalism/insurance. Evidence of insurance is required and must contain a minimum of one million dollars liability insurance for personal injury or property damage.

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Security

The building will be locked after show hours and 24 hour security is provided. This does not guarantee exhibitor security and the SSA will not be responsible for theft. Do not leave cash or negotiable items in your booth after hours.

Safety Regulations

Exhibitors are responsible to ensure their display does not present a safety hazard. Show management reserves the right to declare an exhibit unsafe and require correction or removal. This right to declare does not release the exhibitor from final responsibility for any harm or damage to the public and/or their property. Please ensure that all personnel operating equipment anytime from the start of setup, until the end of take down, comply with the general safety regulations set out by Saskatchewan OHS.

Alcoholic Beverages - NEW

The show is fully licensed this year and there will also be a beer garden as well.

Show Office

Show management will maintain a Show Office onsite from the start of set up until 8pm on Sunday. The Show Office is located at the south end of Hall D.

Conditions

Show management reserves the right to –

- Sell booth space on a first come, first served basis.
- Refuse entry to, or removal from, the show any person or persons whose product/display is deemed to conflict with the overall promotion of this show without refund or consideration to the exhibitor.
- Alter or change the space assigned to the exhibitor.
- Approve booth space requests from exhibitors showing “non-snowmobile related” products.
- Alter or remove exhibits, or any part thereof including printed materials, product signs, lights or sound, if their content or presentation is objectionable to other show participants.
- Change the date or duties, upon which the show is to be held and shall not be liable in damages or otherwise because of any such change. In addition, SSA shall not be liable in damages or otherwise for failure to carry out the terms of this agreement in whole or part where caused directly or indirectly by or consequence of fire, snowstorm, flood, war, rebellion, insurrection, riot, civil commotion, strike or by any cause whatsoever beyond the control of the SSA.

Snowmobile Dealers & Manufacturers -

Snowmobile Dealers cannot sell current year clothing and accessories at the show. Snowmobile manufacturers will display current year clothing and accessories in a Corporate Booth. Any snowmobile dealer selling current year clothing and accessories must have the approval of the manufacturer.

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Section 3: Show Service Providers

Hub City Display

The following services can be ordered from Hub City Display -

- Carpet Rental
- Display Booth Rental
- Furniture Rental
- Janitorial Services
- Material Handling
- Custom Labour

Order forms are available on our website at www.sasksnow.com or Hub City Display can be contacted by phone - 1(306) 653-3705 or email - carolb@hubcitydisplay.com. Visit their website at www.hubcitydisplay.com to view their Online Display Catalog.

Book services by October 17th, 2025 to receive the pre-show discount!

Prairieland Park

The following services can be ordered from Prairieland Park –

- Electrical
- Hard Wired Internet
- Sign Hanging
- Technical Services

Order forms are available on our website at www.sasksnow.com/sasksnowshow

Please refer to the Hub City and Prairieland order forms for discounts and pricing.

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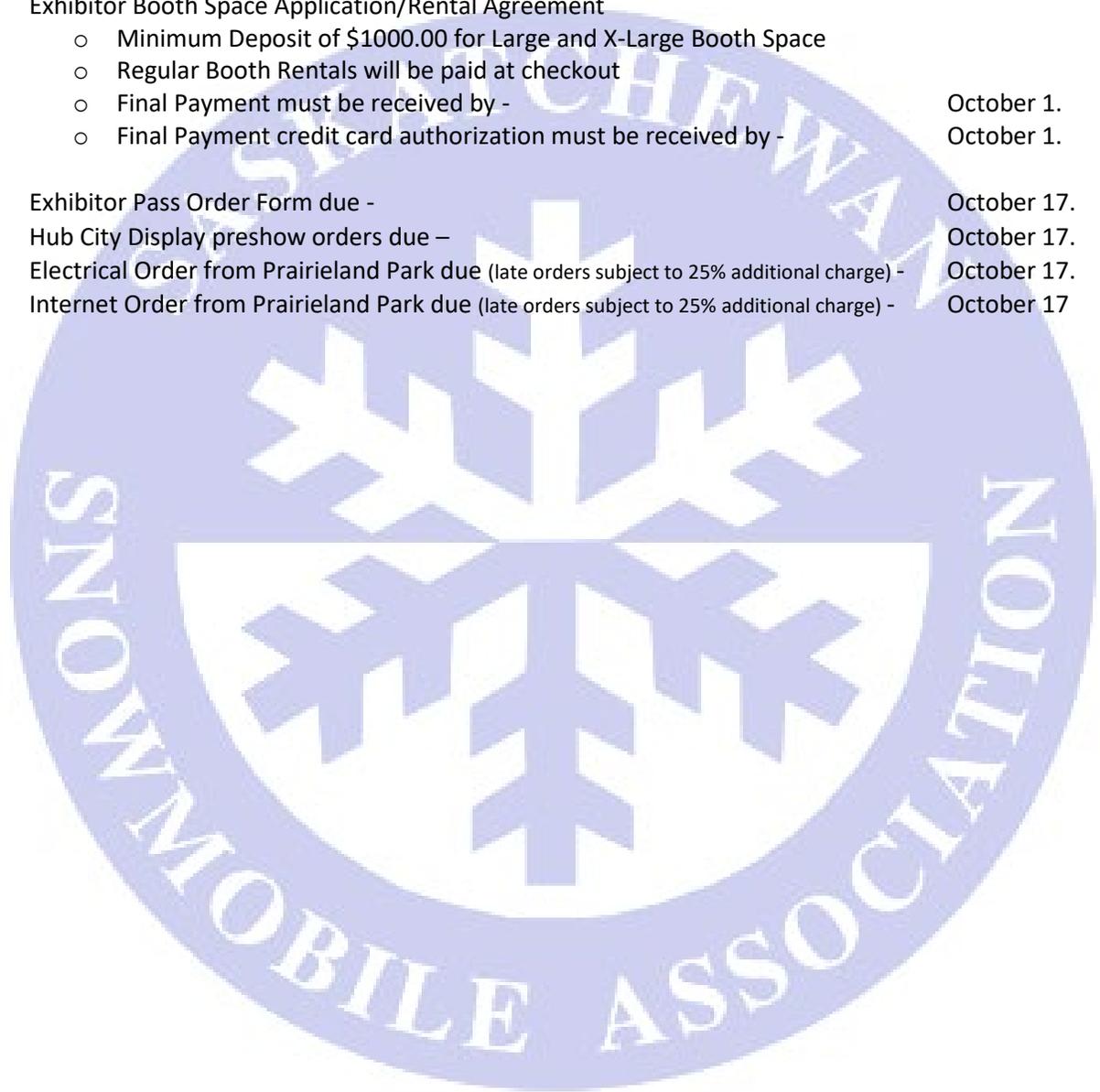
Section 4: Exhibitor Check List

Sask Snow Show Exhibitor Check List

Ordered/Submitted Dates –

- Exhibitor Booth Space Application/Rental Agreement
 - Minimum Deposit of \$1000.00 for Large and X-Large Booth Space
 - Regular Booth Rentals will be paid at checkout
 - Final Payment must be received by - October 1.
 - Final Payment credit card authorization must be received by - October 1.

- Exhibitor Pass Order Form due - October 17.
- Hub City Display preshow orders due – October 17.
- Electrical Order from Prairieland Park due (late orders subject to 25% additional charge) - October 17.
- Internet Order from Prairieland Park due (late orders subject to 25% additional charge) - October 17.



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Section 5: Exhibitor Pass Order Form

Exhibitor Pass Order Form – Due October 17, 2025

Exhibitor passes are provided for personnel staffing exhibitor booths. Passes will include the name of exhibitor's company name only. Passes are printed prior to the show therefore it is important to complete the Exhibitor Pass Order Form and submit it to our office.

Company Name: _____ Booth _____

How many passes will you require? _____

