

Edmonton Inn and Conference Centre
11834 Kingsway Avenue, Edmonton Alberta T5G 3J5

Event Schedule

Vendor Load In:

- **Friday, May 8:** 10:00 AM for Vendors in the Courtyard Ballroom
- **Friday, May 9:** 12:00 PM for Vendors in the Wildrose Ballroom

Show Hours:

- **Friday, May 8:**
 - Public Admission: 5:00 PM – 9:00 PM, \$10.00
 - **Saturday, May 9:**
 - Vendor Arrival: 8:00 AM
 - Public Admission: 9:00 AM – 5:00 PM, \$10.00
 - *Vendors must not pack up until after 5:00 PM.*
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Vendor Space/Table Information and Pricing

- **Vendor Space Perimeter Wall:** 8 feet wide by 6 feet deep, with one 8 foot by 30 inch table, undraped
Price: \$300.00 each space for the entirety of the sale.
- **Vendor Space Central Tables (in lines):** 8 foot by 30 inch table, undraped
 - There will not be draping or space separators
 - You may request ‘an end of the table run’, either 3 tables in a U, or 2 tables in an L.Price: \$225.00 each table for the entirety of the sale.

You may request more than one Space/Table and will be priced accordingly.

- **Furniture:**
 - Two chairs per space/table will be provided.
 - Please bring your own table coverings.
 - You may bring a shelf or panel to place behind your table, however, keep the height to maximum 5 feet.

Floor Plans and Space/Table Assignments:

- The floor plan for each ballroom will be posted on the website in January, however, this will be a Guide only to give a visual of the overall set up.
 - Your table or wall space will be assigned and sent to you as soon as possible. There may be some adjustments, and the Show Chair decision is final. If you were a vendor at the Edmonton Inn in 2024, you may request the same location or similar, and we will try to accommodate as best we can.
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Vendor Amenities

- **Vendor Name Tags/Passes:**
 - Each vendor will receive a Name Tag plus two additional for helpers.
 - **Parking:**
 - **Free onsite parking** is available for all vendors and guests, please park and unload in the north parking lot.
 - **Food and Beverage Options:**
 - Outside food is permitted, vendors only.
 - Hotel café and several local restaurants nearby.
 - **Security:**
 - **Overnight security** hotel on-site Friday and Saturday nights.
 - **Daytime incognito security** during show hours.
 - Vendors are advised to secure their valuables and monitor their booths as standard best practice.
 - **Club Volunteer Assistance:**
 - Volunteers and the Show Chair will be on-site during all show hours for assistance.
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Promotion and Advertising

- Extensive **online advertising** campaigns underway.
- **Radio advertisements** running weekly leading up to the show a month prior.
- **Event listings** featured across multiple platforms.
- **Postcards** available:
 - If you would like postcards mailed to you, please contact **Vicki Hackl**, wildroseantiqueclub@gmail.com
- **Signage:**
 - Three road signs are placed 2 weeks before the show.
 - Directional signs will be placed near the venue the days of the show.

Please help us spread the word!

Share event details with your networks, family, friends, and customers to make this event a success for everyone.

We sincerely appreciate your **positiveness and partnership** as we continue to build a sustainable and vibrant future for our show.

For all questions or additional assistance, please contact:

Kim Stade, Show Chair

780-479-1234 wildroseantiqueclub@gmail.com

*Thank you for being a valued part of the Wild Rose Antique Collectors family!
We look forward to a fantastic show of antiques, treasures, and good times!*