



2026 Festival of Trees
Festival of Wines & Spirits
WINE AGENT CONTRACT

Sponsor Name: _____ Date: _____

(Print or type sponsor name exactly as you would like it to appear in print)

Address: _____

City: _____ Province: _____ Postal Code: _____

Telephone: _____ Email: _____

Contact Name: _____ Signature: _____

Important Information:

- ** Festival of Wines & Spirits will be held Friday, November 27, 2026, at Westerner Park (Red Deer), in Prairie Pavilion, 7:00pm - 11:00pm.
** Set-up will only be permitted between 4:00pm - 6:45pm. Please use most NE door (backside of Prairie Pavilion) to drop off your product. This is a drop off door only. Please park in main lot; there is no charge for parking.
** Tear down will only be permitted between 11:00pm - 12:00am. All booths must be staffed until 11:00pm.
** Wine names and descriptions are needed for print and signage purposes.
** All wine samples are to be served in plastic glasses that will be provided (if you bring your own, the glass size must not be more than 2 oz.)
** Please bring all agreed upon donations into the building during set up time. Any leftover donated product, whether open or sealed must be left at your booth after move out.
** Please leave all empties in the boxes and/or bags that are provided

Host and venue agree to provide the following:

- *** Tables and linens
*** Ice pans to keep wine chilled, if needed
*** Plastic sample glasses
*** Rinse buckets
*** Company signage at venue
*** Box and bags for empties

By signing this contract, the above Wine Agent agrees to:

- ** Provide up to 4 varieties of wine, staff to serve, and a product donation for the Wagon of Wine raffle.
** Provide sufficient product to allow for tasting for 750 people.

Proceeds from this event will support the Red Deer Regional Health Foundation's Festival of Trees 2026 initiative, funding advanced healthcare priorities, including vital equipment for the interim Cardiac Catheterization Lab scheduled to open in 2027.

Wine (please provide name of wine and small description of sample):

- 1) Wine Name: _____
2) Wine Name: _____
3) Wine Name: _____
4) Wine Name: _____

Value of Product (not including GST): \$ _____

Charitable Tax Receipts vs Promotional Receipts (RDRHF is under obligation to follow CRA guidelines without exception): Charitable tax receipts are issued to individuals only and are calculated based on the donation less the value of any benefits received by the donor. To receive a charitable tax receipt for a donation, the payment must be issued from a personal bank account. Charitable tax receipts cannot be issued for donations made from a business account, or from a personal account where a business is promoted through the donation. The same is true for gift-in-kind donations. Promotional tax receipts are issued to companies or individuals who donate from their business bank account and receive promotional benefits (like signage) for the business. Gifts in Kind: As per CRA regulations, all gift-in-kind donations of \$1,000 or more must be accompanied by proof of value in order to receive a promotional tax receipt or charitable tax receipt.

Please email, mail or drop off this completed document by October 9, 2026 to: andrew@theliquorhutch.com
CC: anita.lope@ahs.ca

Andrew Hutchins- The Liquor Hutch #102, 150 Leva Avenue, Red Deer, AB T4E 0A5 Call: 403-358-3378

To be completed by RDRHF Office:

Sponsor ID #: _____ Date: _____ Assignment: _____ FOWS- BEVERAGE GIK