



# The 2024 Green Industry Show & Conference (GISC)

Westerner Park, Red Deer, AB  
November 20 & 21, 2024

## Exhibitor Information Package

This document contains important instructions that will make your participation at this year's show a pleasant experience.

### CONTENTS:

• DISPLAY EQUIPMENT/MATERIAL DROP-OFF	Page 2
• MOVE-IN FLOOR PLAN	Page 2
• WESTERNER PARK PARKING ACCESS	Page 3
• GOODKEY SHOW SERVICES	Page 4
• DISPLAY BOOTH CONFIGURATION & SET-UP	Page 6
• GENERAL INFORMATION	Page 7
• MOVE-OUT PROCEDURES	Page 9
• HOTEL ACCOMMODATION	Page 10
• EXHIBITOR FREE CONFERENCE REGISTRATION INFO	Page 10

### Attachments

- INSURANCE FORM
- MOVE IN SCHEDULE FULL SIZE
- EXHIBITOR BADGE ONLINE REGISTRATION
- GOODKEY SHOW SERVICES EXHIBITOR KIT
- SPONSORSHIP & ADVERTISING BROCHURE
- GROWER'S AUCTION INFO
- CONEXSYS LEAD RETRIEVAL INFO SHEET
- HOTEL INFO SHEET

### GISC CONTACT INFORMATION:

Trade Show Co-ordinator: Lisa Brick

Toll-free: 1-800-378-3198

Direct: 587-404-1346

E-mail: [lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com)



# DISPLAY EQUIPMENT/MATERIAL DROP-OFF & SET-UP

## ► Tuesday, November 19, 2024- Booth Set-up

Westerner Park is located on the south east end of Red Deer, AB just off of Queen Elizabeth Highway at 4847A 19 Street, T4R 2N7. Exhibit equipment/material drop-off on Tuesday, November 19 will be subjected to specific times, see below.

During set up all exhibitors are to proceed to the rear of the **NEERALTA PAVILION** loading area. Enter the Neeralta Pavilion through the overhead doors in the loading area, not the front doors of the building.

If you require the use of the loading area, whether it is a personal vehicle, pick-up or transport truck, you must follow the assigned time schedule as shown on the plan below. **Please note** that the loading area does not have a loading dock. If you require a loading dock for a large truck, please advise us so that we can make arrangements with the facility.

Exhibitors who **do not** require the use of the loading area (carry in material from the parking area) can set up at any time between 8am - 7pm.

Exhibitors who miss their targeted move-in time may have to wait until the loading area is free. After 3:00 pm any exhibitor may access the loading area.

Doors to the Show Hall will be open from 8:00 am - 7:00 pm.  
(Loading area opens at 8:00 am.)

**Booths must be completely set up by 7:00 pm.** The doors to the pavilion will be locked at 7:00 pm with no re-entry permitted until 8:30 am on Wednesday, November 20, 2024.

### MOTORIZED VEHICLE /EQUIPMENT

**Before any motorized vehicle /equipment may enter the Neeralta Pavilion,** please ensure the fuel does not exceed one quarter (25%) of the tank capacity or 20L whichever is less.

Once inside, tanks must be tapped shut. Keys must be kept on site in the event of an evacuation. No propane is permitted inside any part of Westerner Park.

### UNLOADING INSTRUCTIONS

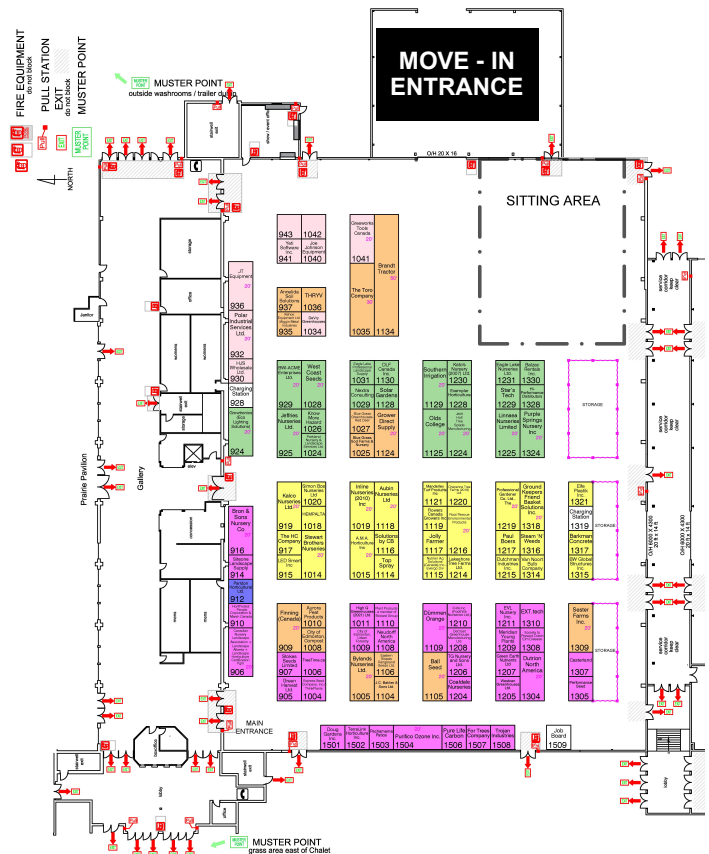
Please unload your equipment/materials from your vehicle as quickly as possible and remove your vehicle from the loading/unloading area **immediately.** Do not leave your vehicle unattended. Vehicles parked in 'restricted areas' will be ticketed.

**No booth set-up permitted on Wednesday, November 19th.**  
Minor adjustments to displays only.  
(Exhibitor access as of 8:30 am.)  
Trade Show opens at 10:30 am.

**NO ONE UNDER THE AGE OF 16 IS PERMITTED ON THE SHOW FLOOR DURING MOVE-IN OR MOVE-OUT TIMES**  
**SAFETY BOOTS ARE REQUIRED**

**MOVE - IN**  
8:00 AM - 7:00PM

## NEERALTA PAVILION



### MOVE IN - NOV 19, 2024

- 8:00AM - 9:30AM
- 9:30AM - 11:00AM
- 11:00AM - 12:30PM
- 12:30PM - 1:30PM
- 1:30PM - 3:00PM
- 2:00PM - 3:00PM

### NOTES:

EXHIBITORS THAT MISSED THEIR TARGETED MOVE IN TIME WILL MOVE IN 3:00PM - 7:00PM AS PER THE EXHIBITOR MANUAL

# WESTERNER PARK ACCESS AND PARKING

**ALL VEHICLES - TRUCKS, TRAILERS, PERSONAL VEHICLES.** Enter Westerner Park via the NORTH GATE located off of 19 Street.

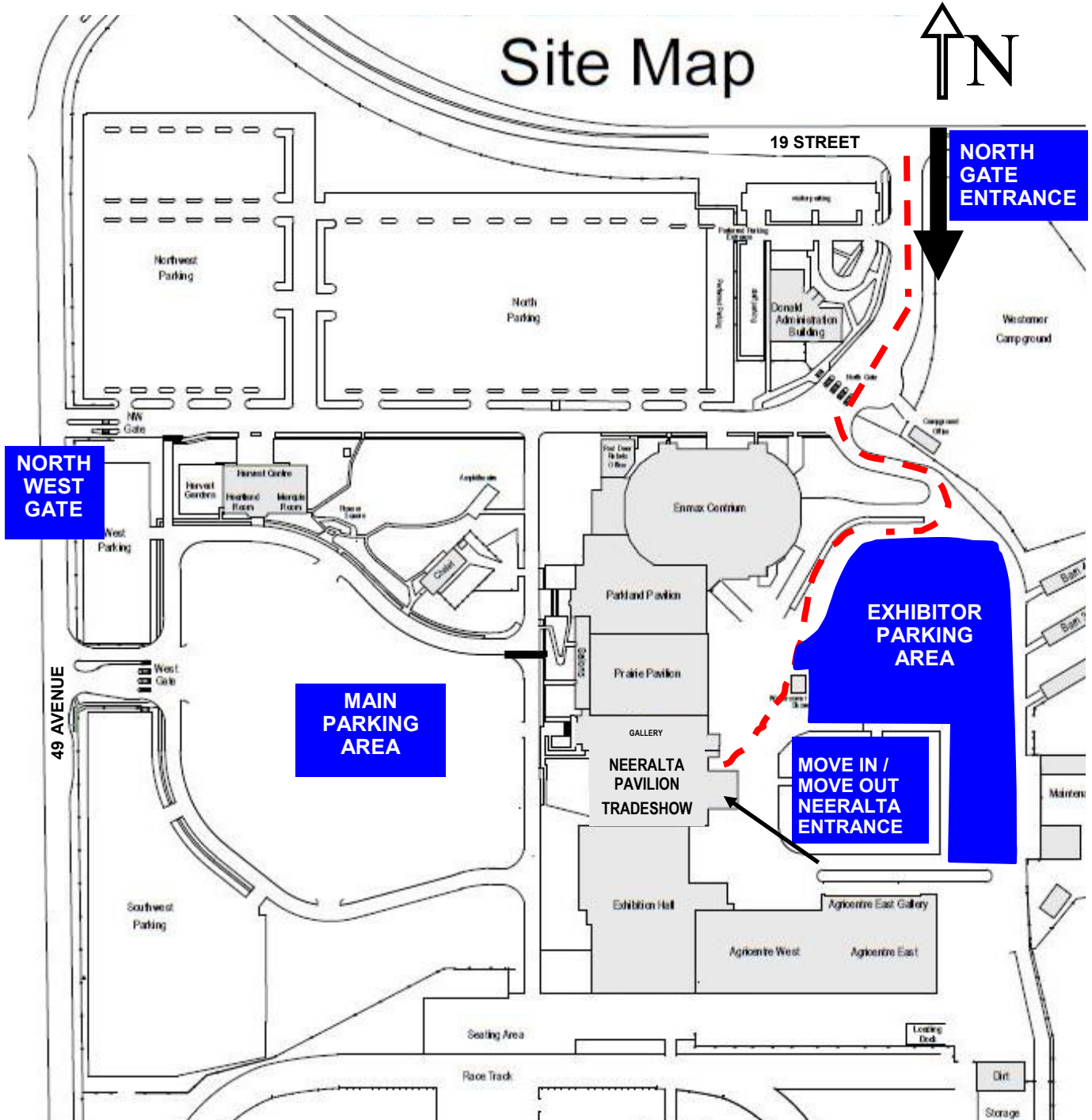
An exhibitor parking area is located behind the NEERALTA Pavilion.

Please observe all times traffic signs. Vehicles parked in 'restricted areas' will be ticketed and towed.

## DAILY PARKING - No charge to exhibitors

Exhibitors may park their large trucks, trucks with trailers or personal vehicles in the exhibitor parking area behind the pavilion; parking is first-come-first-served. Overnight parking is permitted here.

Over night parking is **NOT** permitted at the main parking area at the front of the pavilion.



# GOODKEY SHOW SERVICES - MATERIAL HANDLING & FORKLIFT, ETC.



Decorating | Graphic Design | Logistics | Customer Service

**Goodkey Show Services Ltd. is the official general service contractor for the 2024 Green Industry Show.**

**NOTE:** No hard copy of the Goodkey Show Services forms are supplied. To order online you will need to go to the Goodkey website: [www.goodkey.com](http://www.goodkey.com). From there you will need to Register or login, if you already have an account with them.

Access a PDF of their forms is available on the GISC website: [https://www.greenindustryshow.com/?page\\_id=1804](https://www.greenindustryshow.com/?page_id=1804)

To take advantage of discount pricing all completed forms and full payment must be received by the discount deadline **October 30, 2024**.

## **2024 Welcome Back Special**

Exhibitors will receive one -1500 watt outlet.  
Fork lift services (up to 3 skids per exhibitor)

The following services are supplied by **Goodkey Show Services :**

- A. CARPET
- B. ELECTRICAL / POWER
- C. SIGN AND BANNER HANGING
- D. FURNITURE
- E. OPTIMUM FURNITURE
- F. DRAPE & TABLES
- G. ACCESSORIES
- H. DISPLAY ACCESSORIES
- I. OCTANORM BOOTHS & ACCESSORIES
- J. SIGNAGE & DIGITAL PRINTING
- K. PRINT READY GRAPHIC GUIDELINES
- L. EXHIBIT BOOTH VACUUMING & CLEANING
- M. INSTALLATION & REMOVAL IN-BOOTH FORKLIFT
- N. INSTALLATION & DISMANTLE LABOUR
- O. POST SHOW STORAGE
- P. MATERIAL HANDLING (FORKLIFT)
- Q. ADVANCE WAREHOUSE SHIPPING
- R. CUSTOMS BROKERAGE

### ◆ Online ordering:

Event Name: **Green Industry Show 2024**  
Event Code: **GIS11202124**

Event Date: **November 20-21, 2024**  
<https://www.goodkey.com/admin/login.cfm>  
**ONLINE ORDERING PROCEDURE**  
Go to [www.goodkey.com](http://www.goodkey.com)

1. Click "**ORDER ONLINE**" from the menu near the top of the page.
2. Register your company if you have not done so at the Goodkey site before. *\*Please note: Your Default Username will be your e-mail address, and the pre-selected password is "blue". You can then go into your account and change your password.*
3. Put in "show code" **GIS11202124**
4. You are now at the show info page. That will tell you the move-in and move-out information along with the furnishings and colors that are supplied by your show organizer.
5. If you would like to order extra furnishings, material handling, labour, etc., please click on "**main**" on top of the page.
6. Click on the sub-category products or services of your choice.
7. To add to your order, select the options beside the photo then "**Add item to cart**". Click "**Back to order online**" by the "View my cart" to return to the main order directory.
8. Once you are completely satisfied with your order (s) click on "confirm my cart" at the bottom of the page.
9. Click the terms and conditions box - please note instructional pop up and click "**OK**".
10. Click "pay online" and complete the required fields.
11. Click "complete payment" and print your receipt.

The system will automatically send you the confirmation of your order through the email you have provided at the time of registration.

Direct requests directly to Goodkey Show Services:  
Toll-free: 1-877-726-2211 or 780-426-2122

Email: [info@goodkey.com](mailto:info@goodkey.com) or [exhibitorservices@goodkey.com](mailto:exhibitorservices@goodkey.com)

### **LIGHT MATERIAL HANDLING/ PORTERING**

Assistance to move lightweight material from your vehicle onto carts and to your booth is included in your booth fees. Exhibitors are responsible for ordering and paying for all other services, as these are not included in your booth fees.

## **GOODKEY SHOW SERVICES - CONTINUED**

Booth set-up may continue until **7:00 pm on Tuesday, November 19**. The doors to the trade show area will be locked at 7:00 pm with no re-entry permitted until 8:30 am on Wednesday, Nov. 20, 2024.

**A/D/E/F/G/H) CARPET, BOOTH FURNITURE, TABLES, CHAIRS, DRAPE & ACCESSORIES** are the sole responsibility of the exhibitor as they are not included in booth fees.

**B) ELECTRICAL & POWER.** One (1) 1500 watt outlet is supplied per exhibitor. If you require lighting, power cords, additional outlets, etc. they will have to be ordered.

**C) SIGN & BANNER HANGING.** If you require this service refer to the Goodkey Show Services forms for complete details.

### **I) OCTANORM EXHIBITS & ACCESSORIES**

An extensive line of products are available to create your one of a kind booth or display.

### **J/K) SIGNS & GRAPHICS**

Goodkey in-house graphics department can take care of all your sign and graphic needs.

### **L) VACUUMING & CLEANING**

Exhibitors are responsible for cleaning their exhibit space. Show Management provides janitorial service for aisle carpet only. Cleaning staff will not enter any exhibit for the purpose of sweeping or dusting.

### **M) INSTALLATION & REMOVAL IN-BOOTH FORKLIFT.**

On-site forklift fee: **\$85.00-\$170.00 per hour**. For complete material handling information or to order go to: <https://www.goodkey.com/admin/login.cfm>

### **N) INSTALLATION & DISMANTLE LABOUR**

Rates are charged per person at a minimum of two (2) hours. Rates from **\$87.00 - \$175.00 per hour**.

### **O) POST SHOW /OVERNIGHT STORAGE.**

Clean-up / disposal charges will apply if all booth material is not removed or placed in garbage bins after the show. Any cartons/crates/pallets or other material not removed from the show floor or storage area five hours after the official show closing will become the property of the show and disposal charges will be billed to the exhibitor.

To avoid extra charges make arrangements with your carrier to pick-up your empty cartons/crates or pallets. If you require this service order through Goodkey Show Services.

**P) MATERIAL HANDLING and FORKLIFT SERVICE: up to 3 skids per exhibitor of forklift service is included in your booth - extra freight will require additional booking.**

Material handling/forklift fee is **\$61.80 per 100 lbs.** (minimum \$123.60 charge). This includes: delivery and storage of shipment up to 1 day prior to show opening, delivery to show site and to booth area, removal of empty containers from booth to storage area, returning empty containers to booth upon show closing, reloading of shipment from booth to exhibitor arranged outboard carrier.

### **Q) ADVANCE WAREHOUSE SHIPPING**

**DO NOT SHIP ANY MATERIAL DIRECTLY TO WESTERNER PARK.** Please refer to Goodkey Show Services Ltd. Advance Warehouse order form for details. Advance shipments are accepted from **Wednesday, October 19, 2024 to Wednesday, November 12, 2024.**

DO NOT ship any material to the Green Industry Show Management office.

### **Direct Shipments:**

Direct ship to Westerner Park is for shipments arriving on Tuesday, November 19, 2024 ONLY. Warehouse receiving is from 8:00am-6pm.

### **R) CUSTOMS BROKERAGE**

Refer to the Goodkey Show Services forms for complete details for customs and logistics.

### **ON-SITE STORAGE**

Empty cartons/crates/pallets may not be stored in booths. Packing boxes and display storage cases, etc. must not be visible in your booth display.

A designated storage area will be available (trailer on-site). You may self-store boxes, crates and pallets at no extra charge. If you are unable to move your items yourself, order through with Goodkey Show Services - Material Handling. It is the responsibility of the exhibitor to arrange for pallets and packing material to be removed from the show floor at the end of set-up day. If not removed Goodkey will remove debris and charge it back to the exhibitor. Please note GISC, Goodkey Show Services and Westerner Park will not be held liable for lost items.

### **AUDIO VISUAL EQUIPMENT**

**PARKLAND AUDIO VISUAL** is the official audio-visual partner at Westerner Park. Email your name, your company name, email address and phone number and your request. The deadline for ALL audio visual equipment requests is **October, 11, 2024.**

# DISPLAY BOOTH CONFIGURATION & SET-UP

Please see diagram on right.

Displays and signs are not permitted above an 8' height. A non-illuminated flat, stationary, sign may extend above the back wall to a maximum height of 12'. The reverse must be clean, in good repair and cannot show the business name.

Equipment and/or vehicles used for display purposes must be confined to the booth dimensions. No vehicles and/or equipment may protrude into the aisles. Key must be kept on-site in the event of an evacuation.

Buckets on tractors/loaders must not extend over the centre aisle or adjacent booth. Any machinery with hydraulic attachments extended in the 'up position' must be secured with safety locks/clamps.

Carpet and flooring material must remain inside the confines of the booth dimensions. Painting, nailing, drilling or screwing into the floor, walls or any part of the building is NOT permitted.

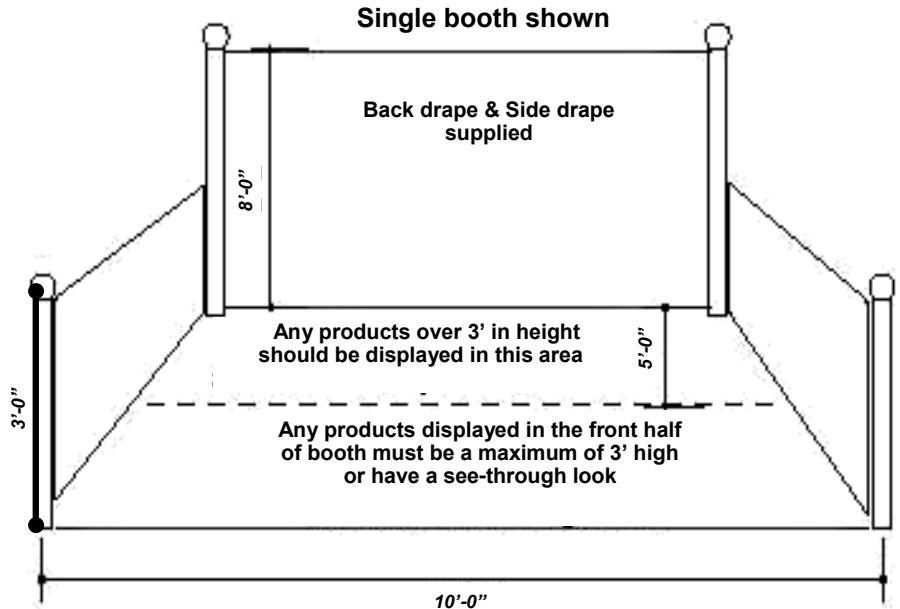
## STAND-ALONE BOOTHS

A stand-alone booth is defined as a block of booths completely surrounded by aisles.

The visual creation of stand-alone booth displays should be done with the visibility of neighboring booths in mind. No perimeter wall or structure is permitted above 4' unless of a see-through nature.

Display structures such as towers are permitted to a maximum height of 14'.

Careful consideration must be given to the placement of the 14' structure maximum. As a general rule this should be centered in the booth space.



## ALL BOOTHS

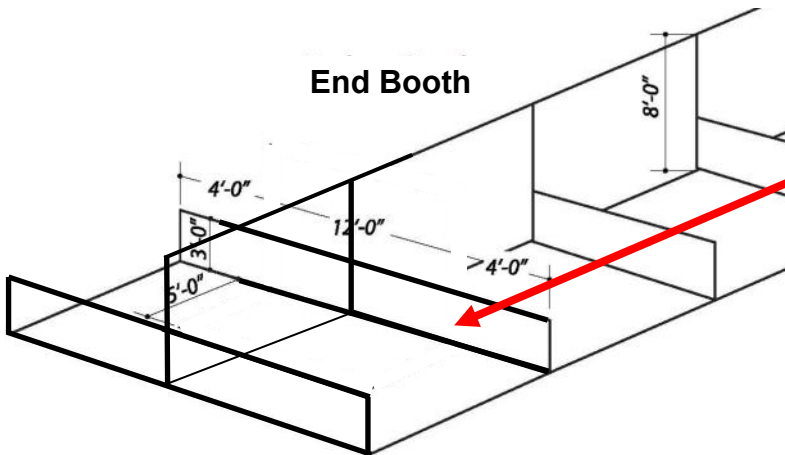
No part of any booth display is permitted to extend beyond booth boundaries. GISC Management will be charged with the interpretation of the rules and any violation will be immediately corrected.



## LARGE FABRIC COVERED DISPLAYS

As per the Alberta Fire Code, all large fabric displays must have proof they are flame retardant, with sticker sewn onto display. Certificate of compliance must be available onsite.

*(Certificate would have been supplied when banner was purchased.)*



## DISPLAY COLOUR SCHEME

Display curtain colour is Silver.

Aisle carpet is Blue Jay.

## **GENERAL INFORMATION**

### **TRADE SHOW HOURS**

► **Wednesday, November 20**  
10:30 am – 4:30 pm

► **Thursday, November 21**  
10:30 am – 3:30 pm

### **OFFICIAL WEBSITE**

The official website for the Green Industry Show & Conference is: [www.greenindustryshow.com](http://www.greenindustryshow.com). All exhibitor forms can be accessed through the website under the Exhibitor Information page.

### **EXHIBITOR BADGES - ORDER ONLINE**

Exhibitor badging will be done through CONEXSYS Registration.

Please pre-order your exhibitor badges for all staff expected to work your booth. (Exhibitor badges are limited to persons actually staffing your booth.) This will save you time onsite. Each exhibiting company will receive an email with a direct link to register booth staff via the online registration system. An email will be sent to the contact person on file. Please wait until you get your exhibitor portal login email to begin to register exhibit staff. The email subject line is: **GISC 2024 Exhibitor Portal Login & Booth Rep Registration**

Badges are not required for move-in. Badges will be available for pick-up on-site at the REGISTRATION DESK during move-in after 10:00am on November 19 and starting at 8:30am through show hours on November 20-21. You will not be permitted to enter the show floor without a badge. Each company is allotted 10 badges. Additional badges may be requested.

### **LEAD RETRIEVAL SYSTEM**

CONEXSYS Lead Retrieval System is available to order for the 2024 Green Industry Show.

MYLEADS - Standard.

A small, light weight & easy to carry scanner, equipped with just one key, allows for easy and straight forward use. Equipped with 128 KB of memory, it provides an economical method of collecting leads. An electronic file is provided within one business day after the show closes. No electrical power required.

**Early Bird rate, till November 8: \$225.00 + GST.**  
**Regular rate, after November 8: \$275.00 + GST.**  
(MYLEADS Mobil App - also available.)

Order form attached.

### **WATER FOR PLANTS, FOUNTAINS**

Access to water for plants or fountains is available in the loading bay area. Please bring your own bucket / hose as these are not provided by Westerner Park. It is prohibited to use indoor drains to drain large amounts of water.

### **INTERNET CONNECTION**

Wireless internet service is available free of charge at Westerner Park, Neeralta Pavilion.

### **EXHIBITOR SOLICITATIONS/TERRITORY**

Exhibitors must limit their activities to within the confines of the booth space. Exhibitor activities must be conducted in a manner consistent with the non-interference of activities legitimately exercised by other exhibitors.

Any firm or organization not assigned booth space inside the exhibit hall will not be permitted to solicit within the trade show area. Please report this activity to GISC Management. Violators may be asked to leave the show and be banned from future shows if they do not comply.

### **CHARACTER OF EXHIBITS**

GISC Management retains the right to restrict exhibits to products and services of interest to and related to the horticultural industry. Management also reserves the right to restrict exhibits because of noise, method of operation, materials, or for any reason that is objectionable, and also to prohibit or to evict any exhibit which, in the opinion of the Management, may detract from the general character of GISC. This restriction includes persons, things, conduct, printed matter or anything of a character that the GISC Management determines objectionable. In the event of such restriction or eviction, GISC is not liable for any refunds on rentals or other exhibit expenses.

### **SECURITY**

GISC Management encourages exhibitors to have at least one employee in their booth during move-in and move-out hours. In all cases, the ultimate responsibility of security lies with the exhibitor at all times. GISC or Westerner Park will not be held liable for the loss or theft of any items in the exhibit booth or storage areas. During show hours exhibitor's must wear their name badges at all times to gain access to the show hall. The hall will be locked during off-show hours and overnight security will be provided.

### **INSURANCE**

The exhibitor is responsible for obtaining adequate insurance covering personnel, exhibit material and equipment for the duration of the show move-in, show days, and move-out, including public liability,

property damage, fire and theft, and business interruption, however caused. ***Proof of insurance is required. Form attached. Send copy via email to [lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com) by October 31, 2024.***

### **NON-SMOKING**

Smoking is not allowed anywhere within the confines of Westerner Park building or within 15 feet of any doorway.

### **COMBUSTIBLE MATERIAL**

1. The Fire Marshall has final authority regarding the types of material that can be displayed in the show halls. Please call if you are not sure your products/materials meet code. Straw or hay for display, helium balloons, nails and /or tracks to hang items on walls are not permitted.
2. Pumps and electric motors may be used for display purposes provided they are quiet and do not interfere with adjacent exhibitors. Flammable or combustible and/or compressed gases shall not be used or displayed. The use of spray paint is strictly prohibited inside Westerner Park.
3. Propane vehicles must NOT come into the building with propane tank attached. Propane tanks are prohibited within the building.
4. The use of candles and / or all types of open flames is strictly prohibited on Westerner Park grounds.

### **SPECIAL EQUIPMENT RESTRICTIONS**

Floor protection must be placed under all vehicles not on cement flooring. The operation of oil, natural gas or gasoline engines is prohibited in exhibit areas. No vehicles are permitted to be turned on during show hours. Fuel tanks shall be limited to 25% capacity or 20L, whichever is less, in the exhibit area. Gas caps must be locked or sealed closed with tape. All battery cables must be disconnected and cable ends taped to meet Fire Department Regulations. Keys must be kept on-hand in the event of an evacuation.

Audio visual equipment shall be limited in its operation to sales demonstrations only, must not be noisy and shall not be used to attract or amuse visitors. All audio visual equipment shall be in accordance with the requirements of fire prevention authorities and in harmony with any agreement entered into with GISC and the Management of the facility. The use of loud speakers and public address equipment by exhibitors is absolutely prohibited.

### **Banners/Décor:**

1. As per Alberta Fire Code, all banners, signs and hanging décor are subject to and must be CAN/ULC-S109 certified or proof of other fire retardant steps is required before hanging.

2. Certificate of compliance is required by Westerner Park upon order, and items will not be hung without proper documentation on file.
3. All banners MUST be hung by Goodkey Show Services. Please contact them for this service.

### **Canopies/Tents:**

1. All tents and canopies must be approved for indoor use and have a permanently attached label indicating conformance to CAN/ULC-S109, "Flame Rests of Flame-Resistant Fabrics and Films".
2. Booths that include tents, canopies and/or other structures inside a building shall not be constructed with any roof, ceiling or other obstruction greater than 9.2m<sup>2</sup> (100 sq ft) without written approval from Westerner Park. Structure can not be located under any overhead sprinkler and contents will need to pass inspection in addition to meeting all additional regulations (such as fire extinguisher or smoke alarm) for structures over 100 sq ft.

### **NON-COMPLIANCE TO RULES AND REGULATIONS**

Each exhibitor and employees, substitutes or aides, agrees to abide by the Terms of Agreement and by subsequent amendments and additions considered by GISC Management to be in the best interest of all exhibitors. Upon non-compliance with the terms formulated, GISC Management reserves the right to prohibit, reject or eject any exhibitor, exhibitor's representative, exhibit (in whole or in part), or visitor, with or without giving cause. In the event of restriction or eviction, GISC is not liable for any refunds on rentals or other exhibit expenses.

### **AMENDMENT TO RULES**

GISC Management shall retain the right to interpret the rules and regulations or make such judgments as may appear to be in the best interests of the entire exposition.

### **CUSTOMS & OR TRANSPORTATION CARRIER**

Goodkey Show Services- Customs and Logistics is the one-source solution for customs and transportation services. Customs and Transportation forms are available through Goodkey online ordering: <https://www.goodkey.com>

A PDF copy of the forms are also available on the Green Industry Show & Conference website: [https://www.greenindustryshow.com/?page\\_id=1804](https://www.greenindustryshow.com/?page_id=1804)

## **MOVE-OUT PROCEDURES**

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### **► Thursday, November 21, 2024 4:00 pm – 10:00 pm**

To alleviate traffic congestion during the Move-Out, the following time slots must be adhered to:

- ◆ **4:00 pm – 5:00 pm**  
*Small vehicles, Mini van or car,  
Pickup truck (NO trailer)*
- ◆ **5:00 pm – 6:30 pm**  
*Pickup truck with trailer, Cube vans,  
Larger trucks*
- ◆ **After 6:00 pm**  
*Trucking companies  
Couriers*

### **PERSONS UNDER THE AGE OF 16 ARE NOT PERMITTED ON THE TRADE SHOW FLOOR DURING MOVE-IN OR MOVE-OUT TIMES.**

*Note: Goodkey Show Services will supply each exhibitor with the 'Move-Out Instructions' on Thursday morning, November 21, 2024.*

Trucks and/or heavy equipment can only exit through the loading dock area.

**BOOTH DISMANTLING IS NOT PERMITTED PRIOR TO 3:30 PM.** Exhibitors removing display items prior to show closing may forfeit their right to exhibit in future shows. Tear down /move-out is defined by law as a construction zone; as such CSA approved safety footwear is required.

Please do not place any display materials or equipment in the show hall aisles until the carpet has been removed immediately following the official show closing time.

Move-out will commence immediately after the trade show closure, and aisle carpet is removed, on Thursday, November 21, 2024 at 4:00 pm and must be completed by 10:00 pm.

Clean-up / disposal charges will apply if all booth material is not removed or placed in garbage containers after the show. Any cartons/crates/pallets or other material not removed from the storage area five hours after the official show closing will become the property of the show and disposal charges will be billed to the exhibitor. To avoid extra charges make arrangements with your carrier to pick-up your empty cartons/crates or pallets. There is no overnight storage. Contact Goodkey Show Services to make arrangements for extended storage.

It is mandatory that all shipments, other than those being taken out by personal vehicles, have a completed Outbound Bill of Lading; which are available will be available at the Goodkey Show Services service desk.

If your booth content has been sold to a third party for pick-up, please complete an Outbound Bill of Lading available at the Goodkey Show Services service desk.

If your booth material is being picked up by a trucking company or courier, exhibitors need to make sure that it is clearly and correctly labelled and that an Outbound Bill of Lading is completed. GISC, Goodkey Show Services or Westerner Park is not responsible for any equipment/material remaining on the show floor.

### **YOU MUST ADVISE YOUR CARRIER ABOUT THE PROPER MOVE-OUT TIMES.**

## HOTEL ACCOMMODATION

### ► Red Deer Resort & Casino

3310 - 50 Avenue , Red Deer, AB T4N 3X9  
Web: <https://rdrcasino.ca/>

November 18-21, 2024 - Monday to Thursday  
Rooms starting at: \$139.00 + tax  
Suites starting at: \$179.00 + tax

To reserve online please use this link:

[ONLINE RESERVATIONS](#)

or call 1.800.662.7197 and ask for the **Landscape Alberta** block.

Reservation **Deadline: October 14, 2024**

*All guest room rates are non-commissionable and quoted exclusive of applicable federal, provincial, and local taxes in effect at the time of check out, which are currently 4% Tourism Marketing Levy and 5% Goods & Services Tax as well as the following automatic charges: 2% Destination Marketing Fee.*

After this date, all further requests for guestrooms will be subject to availability and our prevailing guestroom rates. Rates are based on single and double occupancy.

- Complimentary WiFi in rooms
- Indoor swimming pool and whirlpool
- Fitness centre
- Free onsite parking
- Onsite restaurant, bar/lounge
- Room service
- Salon
- 24 hour business centre

Note:

You may have been contacted by a third party calling to 'assist' you with booking a hotel room.

This person/company is NOT in any way associated with Landscape Alberta or the Green Industry Show & Conference. We have not authorized anyone to contact exhibitors to book their rooms for them.

Exhibitors are responsible for booking their own hotel accommodations. *We continue to say, 'Beware' of housing pirates.*

*GISC Management*

1 FREE  
CONFERENCE PASS  
FOR EXHIBITORS

## EXHIBITOR COMPLIMENTARY PASS

Each exhibiting company will receive one (1) full 2-day conference pass, FREE\*, a \$375.00 value.

Never attended The Green Industry Conference? Here is your chance - it doesn't get any better than a free pass! Regularly attend? Consider this an added bonus for yourself or a staff member!

\*To receive your free pass **you must pre-register by November 14, 2024** to take advantage of this offer. Only 1 free pass per company. Registrations received after this date are subject to regular conference rates.

If you want to register additional staff, do so before **November 1, 2024** to ensure you receive the Early Bird conference rate.  
(Regular rates apply after November 1, 2024)

The two-day conference begins with a keynote speaker at 7:55 am both days. There are four (4) session rooms with a total of 24 sessions to choose from.

### CLAIM YOUR PASS

Each exhibiting company will be given a code for

one (1) conference pass. The pass can only be assigned to one person, so please determine which staff member will redeem the pass and use it when you register them through your Exhibitor Portal.

Your code is contained in your Exhibitor Portal profile page near the bottom and you will be able to see it when you access your Exhibitor Portal using the link in the Exhibitor Portal Login email you received.

To use the code

1. In your Exhibitor Portal take note of your code located in the "Misc Details" section and then click on "Add New Representative"
2. Fill in the information and select "Conference All Access" from the list of Registration Fees (it will be defaulted to Booth Staff when you arrive on this page).
3. Select any additional items you wish to add on (fees apply)
4. Scroll to bottom and put code in the Discount Code box and then Continue to payment.





Landscape Alberta  
18051 - 107 Avenue NW, Edmonton, Alberta, Canada T5S 1K3  
Telephone: 780-489-1991 | Toll Free: 1-800-378-3198 | Direct: 587-404-1346  
[lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com) [www.greenindustryshow.com](http://www.greenindustryshow.com)

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## **IMPORTANT NOTICE TO EXHIBITORS**

### **LIABILITY INSURANCE**

**All trade show exhibitors are required to provide proof of general liability insurance in order to exhibit at the 2024 Green Industry Show.**

Contact your insurance broker/agent today to obtain a current *Certificate of Insurance* naming Landscape Alberta as an additional insured.

- You insurance broker/agent may use the form on the reverse or their own.
- Certificate must be provided to show management no later than **October 31, 2024**. (Certificate may be faxed, mailed or emailed.)
- Certificate must cover the dates of November 19 - 21, 2024. (If purchasing 'event insurance' ensure the coverage for Thursday, November 21, 2024 does not expire until midnight.)

**Please remember, a valid *Certificate of Insurance* naming Landscape Alberta as an additional insured is required in order for an exhibitor to set up their booth.**

\* \* \* \* \*

### **EXHIBITOR ALERTS: ADVERTISING, ATTENDEE LISTS, HOTEL SOLICITATIONS**

**If you are contacted by a third party to advertise in their show guide or book a hotel room, DO NOT RESPOND or if they phone, just HANG UP.**

**Please see the detailed letter included in this mailing for more information.**

1. The Green Industry Show produces their own show guide that includes a listing of all participating exhibitors and is published in the November/ December issue of the *Green for Life* magazine. Your listing is included in your booth fee and does not require an additional payment.
2. If you have been contacted by a company offering to "assist" with a hotel reservation, do not. They are NOT affiliated with the Green Industry Show & Conference in any way, nor have we given permission for them to contact you.

**Green Industry Show exhibitors are responsible  
for directly booking their own hotel room.**

If you have any questions please contact me directly:  
Lisa Brick, Green Industry Show Manager at 587-404-1346 or [lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com)

# Certificate of Insurance

**EMAIL TO: [lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com)**

*This is to certify that the Insured, named below, is insured as described.*

**This form, or your insurance broker's form, must be completed and signed by your insurer or insurance broker.**

**Note:** 1. Proof of liability insurance will be accepted on this form or one generated by your insurer (with no amendments)  
2. Insurance company must be licensed to operate in Canada

Named Insured	Telephone (including area code) (   )
	Fax (   )
Insured address (Street name, city, province and postal code)	

Type of insurance	Insurance company (full legal name)	Policy number	Effective date			Expiry date			Limits of liability (bodily injury & property damage inclusive)
			Year	Month	Day	Year	Month	Day	
<b>Commercial General Liability</b>									\$
<input type="checkbox"/> Umbrella <input type="checkbox"/> Excess									\$

Commercial General Liability: Occurrence Basis, Including Personal injury, Property Damage, Broad Form Property Damage, Contractual Liability, Non-Owned Automobile Liability, Owner's and Contractor's Protective Coverage, Products - Completed Operations, Contingent Employers Liability, Cross Liability Clause and Severability of Interest clause.

Landscape Alberta who own and operate the Green Industry Show & Conference (GISC) have been added as an additional Insured but only with respect to their interest in the operations of the Named Insured.

Type of insurance	Insurance company (full legal name)	Policy number	Effective date			Expiry date			Limits of liability (bodily injury & property damage inclusive)
			Year	Month	Day	Year	Month	Day	
<b>Motor Vehicle Liability</b>									\$

**Motor Vehicle Liability — must cover all vehicles owned, operated by, or on behalf of the insured.**

This is to certify that the Policies of Insurance as described above have been issued by the undersigned to the Insured named above and are in force at this time.

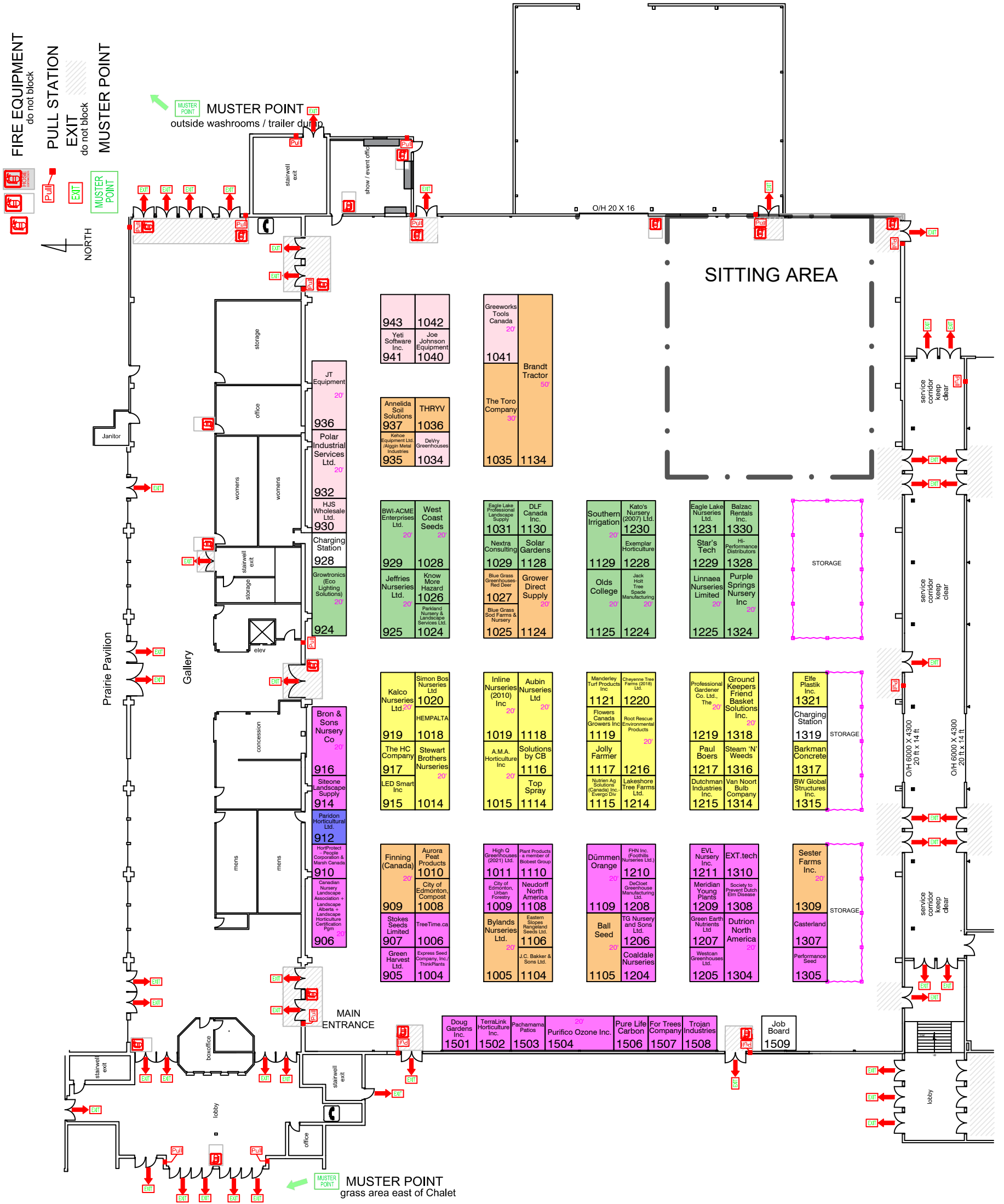
If cancelled or changed in any manner that would affect Landscape Alberta and the Green Industry Show & Conference (GISC) or other scheduled additional Insured for any reason so as to affect this certificate, thirty (30) days prior written notice by registered mail or email will be given by the insurer(s) to:

**Landscape Alberta**  
18051 - 107 Avenue NW  
Edmonton, AB T5S 1K3  
Email: [lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com)

*Event Location:*  
Westerner Park  
4847A 19 Street  
Red Deer, AB T4R 2N7

This certificate is executed and issued to the aforesaid Landscape Alberta the day and date herein written below.

Named of insurance company or broker (completing form)		Telephone (including area code) (   )
Address		Fax with area code (   )
Name of authorized representative or official ( <b>Please print</b> )	Signature of authorized representative or official	Date (year, month, day)



**MOVE IN - NOV 19, 2024**

- 8:00AM - 9:30AM
- 9:30AM - 11:00AM
- 11:00AM - 12:30PM
- 12:30PM - 1:30PM
- 1:30PM - 3:00PM
- 2:00PM - 3:00PM

**NOTES:**

EXHIBITORS THAT MISSED THEIR TARGETED MOVE IN TIME WILL MOVE IN **3:00PM - 7:00PM** AS PER THE EXHIBITOR MANUAL

SHOW NAME:

**GREEN INDUSTRY SHOW AND CONFERENCE 2024**

SHOW DATE:

NOVEMBER 20- 21, 2024

FACILITY:

NEERALTA PAVILION, WESTERNER PARK

CITY/PROV:

RED DEER, AB

REV DATE: November 4, 2024 2:17 PM

REVISED BY: ERICKSON

FP TYPE:

MOVE IN

FP ABBR:

GISC2024

FILE NAME: T:\AutoCAD Files\Facility\Red Deer Westerner Park\2024\GISC\Green Industry Show and Conference 2024.dwg



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# EXHIBITOR BOOTH NUMBERS

A.M.A. Horticulture Inc .....	1015	Joe Johnson Equipment .....	1040
Annelida Soil Solutions .....	937	Jolly Farmer .....	1117
Aubin Nurseries Ltd .....	1118	JT Equipment .....	936
Aurora Peat Products .....	1010	Kalco Nurseries Ltd. ....	919
Ball Seed .....	1105	Kato's Nursery (2007) Ltd. ....	1230
Balzac Rentals Inc. ....	1330	Kehoe Equipment Ltd./Algin Metal Industries .....	935
Barkman Concrete .....	1317	Know More Hazard .....	1026
Blue Grass Greenhouses-Red Deer .....	1027	Lakeshore Tree Farms Ltd. ....	1214
Blue Grass Sod Farms & Nursery .....	1025	Landscape Alberta .....	906
Brandt Tractor .....	1134	Landscape Horticulture Certification Pgm .....	906
Bron & Sons Nursery Co .....	916	LED Smart Inc.....	915
BW Global Structures Inc. ....	1315	Linnaea Nurseries Limited .....	1225
BWI-ACME Enterprises Ltd .....	929	Manderley Turf Products Inc. ....	1121
Bylands Nurseries Ltd. ....	1005	Meridian Young Plants .....	1209
Canadian Nursery Landscape Association .....	906	Neudorff North America .....	1108
Casterland .....	1307	Nextra Consulting .....	1029
Cheyenne Tree Farms (2018) Ltd. ....	1220	Nutrien Ag Solutions (Canada) Inc.-Evergo Div. ....	1115
City of Edmonton, Compost .....	1008	Olds College .....	1125
City of Edmonton, Urban Forestry .....	1009	Pachamama Patios .....	1503
Coaldale Nurseries .....	1204	Paridon Horticultural Ltd. ....	912
DeCloet Greenhouse Manufacturing Ltd. ....	1208	Parkland Nursery & Landscape Services Ltd. ....	1024
DeVry Greenhouses .....	1034	Paul Boers .....	1217
DLF Canada Inc. ....	1130	Performance Seed .....	1305
Doug Gardens Inc.....	1501	Plant Products - a member of Biobest Group .....	1110
Dümmen Orange.....	1109	Polar Industrial Services Ltd. ....	932
Dutchman Industries Inc. ....	1215	Professional Gardener Co. Ltd., The .....	1219
Dutrien North America .....	1304	Purifico Ozone Inc. ....	1504
Eagle Lake Nurseries Ltd. ....	1231	Pure Life Carbon .....	1506
Eagle Lake Professional Landscape Supply .....	1031	Purple Springs Nursery Inc. ....	1324
Eastern Slopes Rangeland Seeds Ltd. ....	1106	Root Rescue Environmental Products .....	1216
Elfe Plastik Inc. ....	1321	Sester Farms Inc. ....	1309
EVL Nursery Inc. ....	1211	Simon Bos Nurseries Ltd .....	1020
Exemplar Horticulture .....	1228	Siteone Landscape Supply .....	914
Express Seed Company, Inc./ThinkPlants .....	1004	Society to Prevent Dutch Elm Disease .....	1308
EXT.tech .....	1310	Solar Gardens .....	1128
FHN Inc. (Foothills Nurseries Ltd.) .....	1210	Solutions by CB .....	1116
Finning (Canada) .....	909	Southern Irrigation .....	1129
Flowers Canada Growers Inc. ....	1119	Star's Tech .....	1229
For Trees Company.....	1507	Steam 'N' Weeds .....	1316
Green Earth Nutrients Ltd. ....	1207	Stewart Brothers Nurseries .....	1014
Green Harvest Ltd. ....	905	Stokes Seeds Limited .....	907
Greenworks Tools Canada .....	1041	TerraLink Horticulture Inc. ....	1502
Ground Keepers Friend Basket Solutions Inc. ....	1318	TG Nursery and Sons Ltd. ....	1206
Grower Direct Supply .....	1124	The HC Company.....	917
Growtronics (Eco Lighting Solutions) .....	924	The Toro Company .....	1035
HEMPALTA .....	1018	THRYV .....	1036
Hi-Performance Distributors .....	1328	Top Spray .....	1114
High Q Greenhouses (2021) Ltd. ....	1011	TreeTime.ca .....	1006
HJS Wholesale Ltd. ....	930	Trojan Industries .....	1508
HortProtect – People Corporation & Marsh Canada .....	910	Van Noort Bulb Company .....	1314
Inline Nurseries (2010) Inc.....	1019	West Coast Seeds .....	1028
J.C. Bakker & Sons Ltd. ....	1104	Westcan Greenhouses Ltd. ....	1205
Jack Holt Tree Spade Manufacturing .....	1224	Yeti Software Inc. ....	941
Jeffries Nurseries Ltd. ....	925		



## 2024 GISC Exhibitor Badge Online Registration Instructions

### EXHIBITOR BADGE REGISTRATION IS AVAILABLE THROUGH YOUR DIRECT LINK ONLY

Please pre-order your exhibitor badges for all staff expected to work your booth. This will save you time onsite. Exhibitor badges are limited to persons actually staffing your booth. Each exhibiting company will receive a customized email to register booth staff via the online registration system. **Please wait until you get your exhibitor portal login email to begin registering exhibit staff.** The email subject line is: *GISC 2024 Exhibitor Portal Login & Booth Rep Registration.*

Once you have received your Company Login email

1. Open email.
2. Click on the **REGISTER BOOTH REPRESENTATIVES** button at the bottom of page, to register booth staff. This will take you to the Exhibitor Portal page.
3. Your company contact information will be listed including main contact, email address, plus it will list the number of badges available, badges already ordered and their status.

To register staff

1. Click on **"Add New Representative"** at the bottom of the page.
2. Enter the staff member's name and email address for badge confirmation email. Each staff member must have a unique email address. [You can upgrade your registration here to attend other GISC events; note additional fees may apply.]
1. Click on **"Continue"**
  - a. This will automatically send a conformation email to the email address you entered for the staff member.
  - b. Their email will have a bar code, confirmation number and state their name. Have them bring this to the exhibitor registration desk to print their badge.
  - c. If once the email is received, changes need to be made to the registration information, you can do so by clicking the Edit Registration button
4. Repeat process to enter additional names by clicking **"Add New Representative"** button.
5. Apply payment if required.

The Edit buttons on your profile page allows you to manage your registration and make any changes.

Badges will be available for pick-up/print on-site at the EXHIBITOR REGISTRATION DESK during move-in after 10:00 am on November 19 and starting at 8:30am through show hours on November 20-21. You will not be permitted to enter the show floor without a badge, before or during show hours. Badges are not required for move-in.

*Each company can register up to 10 booth staff. To request additional exhibitor badges contact Lisa, the Trade Show Coordinator at: [lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com) or call 1-800-378-3198.*

# WELCOME EXHIBITOR

Show Name <b>Green Industry Show 2024</b>		Deadline Date <b>October 30, 2024</b>
Show Date <b>November 20-21, 2024</b>	Show Venue <b>Westerner Park - Stockman's</b>	Show Code <b>GIS11202124</b>

Dear Exhibitor,

Goodkey Show Services Ltd., is pleased to learn that your company will be participating at Green Industry Show 2024. We would like to assist in making your participation successful.

As the official contractor for the show, we are enclosing various equipment rental and service order forms for your information and use. We suggest that you anticipate your requirements, complete all appropriate forms and return them immediately. To use online ordering the code for this event is GIS11202124.

Please Note: The deadline to qualify for early bird prices is October 30, 2024. All orders processed after the deadline date would be considered a late order; regular prices will apply and are subject to a 35% late order surcharge. Goodkey Show Services requires payment in full at the time orders are placed. Canceled Orders: There is a 50% cancellation fee.

***This kit is digitally fillable! Just open it in Adobe Acrobat or a similar program to complete.***

## SCHEDULE

Event	Date	D/M/Y	Start Time	End Time
Exhibitor Move In	Tuesday	19/11/24	8:00 am	7:00 pm
Show Hours	Wednesday	20/11/24	10:30 am	4:30 pm
Show Hours	Thursday	21/11/24	10:30 am	3:30 pm
Exhibitor Move Out	Thursday	21/11/24	4:00 pm	10:00 pm

## IMPORTANT INFORMATION

### Equipment and Services provided by show management (per exhibit booth):

*10' x 10' booth with the following:*

-8'h backwall drape (Silver)

-3'h sidewall drape (Silver)

-(1) 1500 Watt Outlet

- 8' Wide Aisle Carpet (Blue Jay)

Booths Up to 400 sq ft include: (1) 1500 watt outlet

400 sqft & Up: (1) 1500 watt outlet

### Forklift services

*\*up to 3 skids per exhibitor - extra freight will require additional booking with show services company*

We realize exhibiting in a convention can be complicated. If you need assistance or to order anything not covered in the Exhibitors Kit (Stages, Extra Tall Drape etc.), please do not hesitate to contact us at any of the following:

By email: **info@goodkey.com**  
By telephone: **780.426.2211**  
By fax: **780.426.5734**

Visit us at [www.goodkey.com](http://www.goodkey.com) *We look forward to serving you!*



Head Office  
5506 - 48 St NW  
Edmonton, AB T6B 2Z1  
tel no. 780.426.2211 | fax 780.426.5734 | goodkey.com

Vancouver Warehouse  
Unit 10, 3751 North Fraser Way  
Burnaby, BC V5J 5G4



# HOW TO ORDER

Show Name <b>Green Industry Show 2024</b>		Deadline Date <b>October 30, 2024</b>
Show Date <b>November 20-21, 2024</b>	Show Venue <b>Westerner Park - Stockman's</b>	Show Code <b>GIS11202124</b>

Go to [www.goodkey.com](http://www.goodkey.com)

- Click **ORDER ONLINE** from the menu near the top of the page.
- Register your company if you have not done so at the Goodkey site before.  
\*Please note: Your Default User name will be your e-mail address, and the preselected password is **blue**. You can then go into your account and change your password.
- Put in your **SHOW CODE** (see above).
- You are now at the show info page. That will tell you the move-in and move-out information along with the furnishings and colors that are supplied by your show organizer.
- If you would like to order extra furnishings, material handling, labour, etc please click on **MAIN** on top of the page.
- Click on the sub category **PRODUCTS** or **SERVICES** of your choice.
- To add to your order, select the options beside the photo then **ADD ITEM TO CART**. Click **BACK TO ORDER ONLINE** by the **VIEW MY CART** to return to the main order directory.
- Once you are completely satisfied with your order(s) click on **CONFIRM MY CART** at the bottom of the page.
- Click the terms and conditions box - please note instructional pop up and click **OK**.
- Click **PAY ONLINE** and complete the required fields.
- Click **COMPLETE PAYMENT** and print your receipt.

## DOCUMENTS

Visit the **ONLINE DOCUMENTS** section to download show related documents such as order forms, sample customs forms, product brochures, etc.

## IMPORTANT!

All exhibitors must complete the **MATERIAL HANDLING AGREEMENT** before the specified show date(s).

Not required for POV's  
(Personal vehicles or company owned vehicles)

The system will automatically send you the confirmation of your order through the email you have provided at the time of registration.

## We're here for you

At Goodkey we know that exhibiting can be complicated, if it's your first show or if you're a seasoned pro. We're here to help! From walking you through a first-time online order to just providing some piece of mind. If you need anything just give us the word, and we'll take care of the rest.

We believe in building relations with our clients. We understand the importance and value of good quality customer service and that your time is valuable. When you call Goodkey you will always be greeted by a person, not a machine.

### National Service Centre

Open: Monday - Friday 8:00 AM - 4:30 PM (MST)

Tel: **780.426.2211**

Fax: **780.426.5734**

Email: [info@goodkey.com](mailto:info@goodkey.com)



Head Office  
5506 - 48 St NW  
Edmonton, AB T6B 2Z1

Vancouver Warehouse  
Unit 10, 3751 North Fraser Way  
Burnaby, BC V5J 5G4





tel no. 780.426.2211 | fax 780.426.5734 | [goodkey.com](http://goodkey.com)

# PAGE LIST

- 2 ONLINE ORDERING
- 3 PAGE LIST
- 4 ELECTRICAL / POWER
- 5 CARPET
- 6 SIGNS & BANNERS
- 7 FURNITURE
- 8 OPTIMUM FURNITURE
- 9 DRAPE & TABLES
- 10 ACCESSORIES
- 11 DISPLAY ACCESSORIES
- 12 OCTANORM BOOTHS 10 X 10
- 13 OCTANORM BOOTHS 10 X 20
- 14 OCTANORM ACCESSORIES
- 15 SIGNAGE & DIGITAL PRINTING
- 16 PRINT READY GRAPHIC GUIDELINES
- 17 EXHIBIT BOOTH VACUUMING & CLEANING
- 18 INSTALLATION & DISMANTLE LABOUR
- 19 INSTALLATION & REMOVAL IN-BOOTH FORKLIFT
- 20 POST SHOW STORAGE
- 21 MATERIAL HANDLING
- 22 ONSITE MATERIAL HANDLING
- 23 MATERIAL HANDLING AGREEMENT
- 24 ONSITE MATERIAL HANDLING AGREEMENT
- 25 ADVANCE WAREHOUSE SHIPPING LABEL
- 26 CUSTOMS BROKERAGE
- 27 CUSTOMS BROKERAGE LIMITS OF LIABILITY
- 28 CANADA CUSTOMS INVOICE SAMPLE
- 29 CANADA CUSTOMS INVOICE SAMPLE
- 30 EXHIBITOR PAYMENT POLICY
- 31 TERMS & CONDITIONS
- 32 TERMS & CONDITIONS
- 33 METHOD OF PAYMENT

# ELECTRICAL / POWER

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>INDOOR ELECTRICAL - 120 Volt (Provided to back of booth)</b>					<b>LIGHTING (DOES NOT INCLUDE POWER)</b>				
1500 watt Duplex Outlet <i>(Optional)</i>		\$102.40	\$127.82		Floodlight Stand <i>(fit in post)</i> , 2-65 watt Flood Bulbs		\$63.13	\$78.80	
Under carpet wiring <i>(1500 watt only, addition to power)</i>		\$79.82	\$99.70						
20 Amp / 125 Volt		\$148.52	\$185.70		Clamp on 1-50 watt Flood Bulbs		\$27.10	\$33.70	
<b>INDOOR ELECTRICAL - Single Phase</b>									
20 amp - 125/250 Volt		\$193.64	\$241.84		LED Light on stand - 5000 K. 24watts LED light equivalent to halogen 200 watts		\$106.10	\$132.61	
30 amp - 125/250 Volt		\$228.40	\$285.61						
50 amp - 125/250 Volt		\$296.02	\$370.00		Ceiling mounted Par Can, includes outlet charge - <i>Westerner Park -ONLY</i>		\$207.13	\$258.83	
100 amp - Tie In		\$404.00	\$505.00						
<b>INDOOR ELECTRICAL - Three Phase</b>					Special Hookups & Specialty Lighting		Available on request		
100 amp - Tie In		\$496.70	\$551.40		<b>**PRICES INCLUDE DELIVERY AND INSTALLATION</b>				
<b>OUTDOOR ELECTRICAL - 120 Volt (Provided to back of booth)</b>					<b>SUBTOTAL</b>				
1500 watt Duplex Outlet		\$207.13	\$258.83		<b>OFFICE USE ONLY</b>				
Under carpet wiring <i>(1500 watt only, addition to power)</i>		\$160.00	\$199.71		<input type="checkbox"/> 35% LATE ORDER SURCHARGE				
20 Amp / 125 Volt		\$294.90	\$368.63		<input type="checkbox"/> 50% CANCELLATION FEE				
<b>OUTDOOR ELECTRICAL - Single Phase</b>					<b>ADJUSTED SUBTOTAL</b>				
20 amp - 125/250 Volt		\$387.22	\$483.80		5% G.S.T.				
30 amp - 125/250 Volt		\$457.01	\$571.30		<b>TOTAL AMOUNT DUE</b>				
50 amp - 125/250 Volt		\$591.94	\$740.00		GST REGISTRATION#: 121717813 RT				
100 amp - Tie In		\$808.13	\$1010.22		PST REGISTRATION#: PST-1013-7620				
<b>ELECTRICAL MISCELLANEOUS REQUIREMENTS</b>									
Power Bar		\$26.00	\$32.34						
Extension Cord		\$26.00	\$32.34						
24 hour power		Add 50% each							

**PLEASE NOTE THE FOLLOWING:**

- Power supplied only during show hours unless 24 hour power is ordered
- Additional labor charge may apply for special connections or wiring
- Not all power requests are available in certain buildings
- GFI not included in the prices



Head Office  
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Edmonton, AB T6B 2Z1  
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Vancouver Warehouse  
Unit 10, 3751 North Fraser Way  
Burnaby, BC V5J 5G4

Please email orders to  
[info@goodkey.com](mailto:info@goodkey.com) and  
[exhibitorservices@goodkey.com](mailto:exhibitorservices@goodkey.com)

# CARPET

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>CARPET FOR STANDARD SIZE BOOTHS</b>				
10' x 10'		\$148.52	\$185.70	
10' x 20'		\$297.10	\$371.31	
10' x 30'		\$445.60	\$557.00	

<b>CARPET FOR BOOTHS GREATER THAN 300 SQ/FT (CUSTOM CUT)</b>				
Other sizes laid @ \$2.88 per sq.ft		\$3.00/sq.ft	\$3.70/sq.ft	
Size: _____ ft x _____ ft = _____ sq/ft				

<b>CLASSIC CARPET COLOR CHOICE</b> <i>Please check one</i> <input checked="" type="checkbox"/>				
				
<input type="checkbox"/> RED	<input type="checkbox"/> BLUE	<input type="checkbox"/> GREY <small>(Show Color)</small>	<input type="checkbox"/> BLACK	<input type="checkbox"/> FOREST GREEN

<b>ADDITIONAL ITEMS</b>				
Carpet Underlay		\$1.13/sq.ft	\$1.40/sq.ft	
Size: _____ ft x _____ ft = _____ sq/ft				
Double Underlay		\$2.21/sq.ft	\$2.80/sq.ft	
Size: _____ ft x _____ ft = _____ sq/ft				
Poly (Visqueen)		\$0.46/sq.ft	\$0.61/sq.ft	
Size: _____ ft x _____ ft = _____ sq/ft				

**IMPORTANT: A replacement cost of the carpet will be assessed if the rented carpet was intentionally damaged and/or deemed unusable after the event.**

**If you will need under carpet wire cuts, or any other cuts, please fill out the cost below.**

**UNDER CARPET WIRING CUT** *(does not include install)*

Booth Size: _____ ft x _____ ft = _____ sq/ft	1.60/sq.ft
---	------------

**SPECIAL INSTRUCTIONS**



designer carpet line by

**GOODKEY**  
SHOW SERVICES LTD.

- Guaranteed new high quality carpet available in a variety of new designer colors
- Price includes Visqueen covering, delivery, installation, carpet tape, and carpet removal
- No material handling charges when ordered from Goodkey

DESCRIPTION & QTY	REGULAR PRICE	TOTAL
<b>DESIGNER CARPET</b>		
100 - 700 sq.ft	\$3.60/sq.ft	
Size: _____ ft x _____ ft = _____ sq/ft		
700 - 1200 sq.ft	\$3.91/sq.ft	
Size: _____ ft x _____ ft = _____ sq/ft		

<b>DESIGNER CARPET COLOR CHOICE</b> <i>Please check one</i> <input checked="" type="checkbox"/>			
SNOW WHITE <input type="checkbox"/>			<input type="checkbox"/> GRAPE PURPLE PMS 525
ALPINE GREEN <input type="checkbox"/>			<input type="checkbox"/> APPLE GREEN PMS 356
OCEAN BLUE <input type="checkbox"/>			<input type="checkbox"/> SPICY PINK PMS 286
LEMON YELLOW <input type="checkbox"/>			<input type="checkbox"/> TANGERINE ORANGE PMS 115
SILKY BEIGE <input type="checkbox"/>			<input type="checkbox"/> CHOCOLATE PMS 469

**\*\*PRICES INCLUDE DELIVERY AND INSTALLATION**

SUBTOTAL		
<b>OFFICE USE ONLY</b>		
<input type="checkbox"/> 35% LATE ORDER SURCHARGE		
<input type="checkbox"/> 50% CANCELLATION FEE		
ADJUSTED SUBTOTAL		
5% G.S.T.		
<b>TOTAL AMOUNT DUE</b>		
GST REGISTRATION#: 121717813 RT	PST REGISTRATION#: PST-1013-7620	

# SIGNS & BANNERS

Show Name <b>Green Industry Show 2024</b>		Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>		Deadline Date <b>October 30, 2024</b>	
QTY	HEIGHT (please specify in ft or in)	WIDTH (please specify in ft or in)	WEIGHT (lbs)

**OVERHEAD VIEW OF SIGN/BANNER LOCATION**

BACK OF BOOTH Indicate adjacent booth or aisle # \_\_\_\_\_

Indicate adjacent booth or aisle # \_\_\_\_\_

Indicate adjacent booth or aisle # \_\_\_\_\_

FRONT OF BOOTH Indicate adjacent booth or aisle # \_\_\_\_\_

**PLEASE COMPLETE THE FOLLOWING SECTION**

1. Banner:  Square Sign:

Triangle Sign:  Round Sign:  Other:

2. Height from floor to bottom of sign: \_\_\_\_\_

3. Material of sign/s: \_\_\_\_\_

4. Power required: \_\_\_\_\_ Amps/Volts: \_\_\_\_\_

5. Has this sign been hung before at this location: \_\_\_\_\_


















6. If yes, which show: \_\_\_\_\_

**SPECIAL INSTRUCTIONS**

<p><b>QUOTATION ESTIMATE</b></p> <p>Please complete above steps and return by fax to <b>780-426-5734</b>.</p> <p>This quotation will be based on the above information.</p>	TOTAL ESTIMATED CHARGE	
	<b>**PRICES INCLUDE DELIVERY AND INSTALLATION</b>	
	SUBTOTAL	
	<b>OFFICE USE ONLY</b>	
	<input type="checkbox"/> 35% LATE ORDER SURCHARGE	
	<input type="checkbox"/> 50% CANCELLATION FEE	
	ADJUSTED SUBTOTAL	
5% G.S.T.		
TOTAL AMOUNT DUE		
GST REGISTRATION#: 121717813 RT		PST REGISTRATION#: PST-1013-7620












# FURNITURE

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>TABLES</b>					<b>SEATING</b>				
Chrome Cruiser Table 30" dia - 40" tall 		\$91.30	\$114.02		Folding Chair Green Plastic 		\$20.20	\$25.20	
Cruiser Table 30" dia - 40" tall 		\$79.82	\$99.70		Leather Side Chair Black Leather Seat 		\$35.02	\$43.50	
Lycra Cruiser Cover <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE <input type="checkbox"/> PURPLE <input type="checkbox"/> BLUE <input type="checkbox"/> GREEN 		\$42.74	\$53.60		Stool with Backrest Black Fabric 		\$94.40	\$118.03	
Pedestal Table 30" dia - 29" tall 		\$65.30	\$81.70		Mini Bar Stool Black Faux Leather 25" tall 		\$26.00	\$32.34	
Lycra Pedestal Cover <input type="checkbox"/> BLACK <input type="checkbox"/> WHITE <input type="checkbox"/> PURPLE <input type="checkbox"/> BLUE <input type="checkbox"/> GREEN 		\$37.20	\$46.50		Bar Stool Black Faux Leather 30" tall 		\$37.20	\$46.50	
Wood Top Square Table Cruiser 40" tall 		\$65.30	\$81.70		<b>DESCRIPTION</b> <span style="float:right"><b>REGULAR PRICE</b> <b>TOTAL</b></span>				
Wood Top Square Table Pedestal 29" tall 		\$65.30	\$81.70		<b>FURNITURE COMBOS</b>				
Wood Top Round Table Cruiser 40" tall 		\$65.30	\$81.70		Mini Barstool Combo Includes: - 2 Mini Bar Stools - 1 Pedestal Table (29" tall) 			\$87.80	
Wood Top Round Table Pedestal 29" tall 		\$65.30	\$81.70		Barstool Combo Includes: - 2 regular height Bar Stools - 1 Cruiser Table (40" tall) 			\$99.00	
Coffee Table 30" dia - 18" tall 		\$50.70	\$63.34		<b>**PRICES INCLUDE DELIVERY AND INSTALLATION</b>				
<b>SPECIAL INSTRUCTIONS</b>					<b>SUBTOTAL</b>				
					<b>OFFICE USE ONLY</b>				
					<input type="checkbox"/> 35% LATE ORDER SURCHARGE				
					<input type="checkbox"/> 50% CANCELLATION FEE				
					<b>ADJUSTED SUBTOTAL</b>				
					<b>5% G.S.T.</b>				
<b>TOTAL AMOUNT DUE</b>									
GST REGISTRATION#: 121717813 RT					PST REGISTRATION#: PST-1013-7620				

# OPTIMUM FURNITURE

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>SEATING</b>					<b>TABLES</b>				
Corbusier Chair <i>Black Leather</i>			\$388.31	\$485.33	Wood Top Chrome End Table 18" x 18"			\$128.90	\$161.30
Corbusier Chair <i>White Leather</i>			\$388.31	\$485.33	Wood Top Chrome Coffee Table 24" x 48"			\$153.60	\$192.00
Corbusier Loveseat <i>Black Leather</i>			\$468.13	\$585.34	Wood Top Chrome Coffee Table 36" x 36"			\$140.10	\$175.10
Corbusier Loveseat <i>White Leather</i>			\$468.13	\$585.34	<b>DESCRIPTION</b> <span style="float: right;"><b>REGULAR PRICE</b> <b>TOTAL</b></span>				
Corbusier Sofa <i>Black Leather</i>			\$537.90	\$672.60	<b>OPTIMUM FURNITURE COMBOS</b>				
Corbusier Sofa <i>White Leather</i>			\$537.90	\$672.60	Square Wood Top Combo <i>Includes:</i> - 2 Chrome Flop Back Chairs (Black leather seat) - 1 Square Wood Top Cruiser Table (40" tall)			\$344.30	
Mini Chrome Flop Back <i>White Leather Seat</i> 33" tall			\$196.83	\$246.20	Round Wood Top Combo <i>Includes:</i> - 2 Chrome Flop Back Chairs (Black leather seat) - 1 Round Wood Top Cruiser Table (40" tall)			\$344.30	
Chrome Flop Back <i>Black Leather Seat</i> 45" tall			\$196.83	\$246.20	<b>**PRICES INCLUDE DELIVERY AND INSTALLATION</b>				
Chrome Flop Back <i>White Leather Seat</i> 45" tall			\$196.83	\$246.20	<b>SUBTOTAL</b>				
JLO Bar Stool <i>Black Leather Seat</i> 36" tall			\$92.30	\$115.40	<b>OFFICE USE ONLY</b>				
JLO Bar Stool <i>White Leather Seat</i> 36" tall			\$92.30	\$115.40	<input type="checkbox"/> 35% LATE ORDER SURCHARGE				
<b>SPECIAL INSTRUCTIONS</b>					<input type="checkbox"/> 50% CANCELLATION FEE				
					<b>ADJUSTED SUBTOTAL</b>				
					<b>5% G.S.T.</b>				
					<b>TOTAL AMOUNT DUE</b>				
					<b>GST REGISTRATION#: 121717813 RT PST REGISTRATION#: PST-1013-7620</b>				





# DRAPE & TABLES

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>TABLES</b>				
4'x2'x29"[h] <i>Decorated Table (4 sides draped)</i>		\$85.40	\$106.91	
6'x2'x29"[h] <i>Decorated Table (3 sides draped)</i>		\$85.40	\$106.91	
6'x2'x29"[h] <i>Decorated Table (4 sides draped)</i>		\$111.40	\$139.30	
8'x2'x29"[h] <i>Decorated Table (3 sides draped)</i>		\$85.40	\$106.91	
8'x2'x29"[h] <i>Decorated Table (4 sides draped)</i>		\$111.40	\$139.30	

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>COUNTERS</b>				
4'x2'x40"[h] <i>Decorated Table (4 sides draped)</i>		\$110.31	\$137.91	
6'x2'x40"[h] <i>Decorated Table (3 sides draped)</i>		\$110.31	\$137.91	
6'x2'x40"[h] <i>Decorated Table (4 sides draped)</i>		\$141.93	\$177.50	
8'x2'x40"[h] <i>Decorated Table (3 sides draped)</i>		\$110.31	\$137.91	
8'x2'x40"[h] <i>Decorated Table (4 sides draped)</i>		\$141.90	\$177.50	

**SKIRT COLOR CHOICE** *Please check one*

 <input type="checkbox"/> WHITE	 <input type="checkbox"/> BLUE	 <input type="checkbox"/> GREY ( <i>Show Color</i> )
 <input type="checkbox"/> BLACK	 <input type="checkbox"/> RED	 <input type="checkbox"/> NAVY
 <input type="checkbox"/> TEAL		

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>UNDECORATED TABLES</b>				
4'x2'x29"[h]		\$48.30	\$60.50	
6'x2'x29"[h]		\$48.30	\$60.50	
8'x2'x29"[h]		\$48.30	\$60.50	

**SPECIAL INSTRUCTIONS**

DESCRIPTION & QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>DRAPE PARTITIONING</b>			
3' High Drape- per linear foot	\$4.53/LF	\$5.80/LF	
Size: _____ ft x _____ ft= _____			
8' High Drape- per linear foot	\$5.80/LF	\$7.15/LF	
Size: _____ ft x _____ ft= _____			

**DRAPE COLOR CHOICE** *Please check one*

 <input type="checkbox"/> GREY ( <i>Show Color</i> )	 <input type="checkbox"/> WHITE	 <input type="checkbox"/> BURGUNDY
 <input type="checkbox"/> NAVY	 <input type="checkbox"/> BLACK	 <input type="checkbox"/> BLUE
 <input type="checkbox"/> FOREST GREEN	 <input type="checkbox"/> TEAL	 <input type="checkbox"/> RED
		 <input type="checkbox"/> GOLD

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>HARDWARE ACCESSORIES</b> ( <i>Installation not included</i> )				
Labour to install			\$26.60	
Baseplate		\$21.11	\$26.60	
4' - 7' Slider		\$21.11	\$26.60	
6' - 10' Slider		\$21.11	\$26.60	
7' - 12' Slider		\$21.11	\$26.60	
4' solid		\$21.11	\$26.60	
3' high upright <i>(Baseplate not included)</i>		\$21.11	\$26.60	
8' high upright <i>(Baseplate not included)</i>		\$21.11	\$26.60	
12' high upright <i>(Baseplate not included)</i>		\$21.11	\$26.60	

**\*\*PRICES INCLUDE DELIVERY AND INSTALLATION**



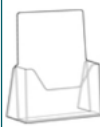



















<b>SUBTOTAL</b>		
<b>OFFICE USE ONLY</b>		
<input type="checkbox"/> 35% LATE ORDER SURCHARGE		
<input type="checkbox"/> 50% CANCELLATION FEE		
<b>ADJUSTED SUBTOTAL</b>		
5% G.S.T.		
<b>TOTAL AMOUNT DUE</b>		
GST REGISTRATION#: 121717813 RT	PST REGISTRATION#: PST-1013-7620	



Head Office  
5506 - 48 St NW  
Edmonton, AB T6B 2Z1  
tel no. 780.426.2211 | fax 780.426.5734 | goodkey.com


















Vancouver Warehouse  
Unit 10, 3751 North Fraser Way  
Burnaby, BC V5J 5G4

# ACCESSORIES

Show Name <b>Green Industry Show 2024</b>					Name of Company					Booth Number
Show Date <b>November 20-21, 2024</b>					Deadline Date <b>October 30, 2024</b>					
DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	
<b>LITERATURE DISPLAYS</b>					<b>MISCELLANEOUS</b>					
Chrome Literature Rack 8 wire slots Fits 8.5" x 11"			\$147.50	\$184.40	Draw Barrel 			\$61.80	\$77.50	
Single Literature Fits up to 9.25" x 10.75" Clear Acrylic			\$38.21	\$47.74	Mini Fridge 			\$214.90	\$268.70	
3 to 4 Tier Literature Fits up to 9.25" x 10.75" Clear Acrylic			\$66.60	\$83.32	Water Cooler Includes 1 jug of water + 250 cups	Water Cooler 		\$185.70	\$232.10	
					Additional Water Jug		\$31.60	\$39.24		
					Desk 			\$130.50	\$163.20	
<b>BUSINESS CARD HOLDERS</b>					Coat Tree 			\$37.20	\$46.50	
Single Business Card Fits standard card Clear Acrylic			\$14.60	\$18.33	Bag Holder 			\$65.30	\$81.70	
4 Tier Business Card Fits standard card Clear Acrylic			\$26.00	\$32.34	Garment Rack Chrome on casters 			\$42.70	\$53.60	
4 Double Tier Business Card Fits standard card Clear Acrylic			\$66.60	\$83.32	Chrome Sign Holder Holds 22" x 28" 			\$42.70	\$53.60	
<b>LIVE PLANTS</b>					Easel Free Standing 			\$20.20	\$25.20	
3' Potted Plant Live Tropical 			\$74.30	\$92.90	Eco-Friendly Garbage Pail 			\$36.10	\$45.11	
4' Potted Plant Live Tropical 			N/A	N/A	<b>**PRICES INCLUDE DELIVERY AND INSTALLATION</b>					
5' Potted Plant Live Tropical 			N/A	N/A	<b>SUBTOTAL</b>					
Small Floral Arrangement 			PRICE TBD	PRICE TBD	<b>OFFICE USE ONLY</b>					
Medium Floral Arrangement 			PRICE TBD	PRICE TBD	<input type="checkbox"/> 35% LATE ORDER SURCHARGE					
Large Floral Arrangement 			PRICE TBD	PRICE TBD	<input type="checkbox"/> 50% CANCELLATION FEE					
					<b>ADJUSTED SUBTOTAL</b>					
					5% G.S.T.					
					<b>TOTAL AMOUNT DUE</b>					
GST REGISTRATION#: 121717813 RT					PST REGISTRATION#: PST-1013-7620					

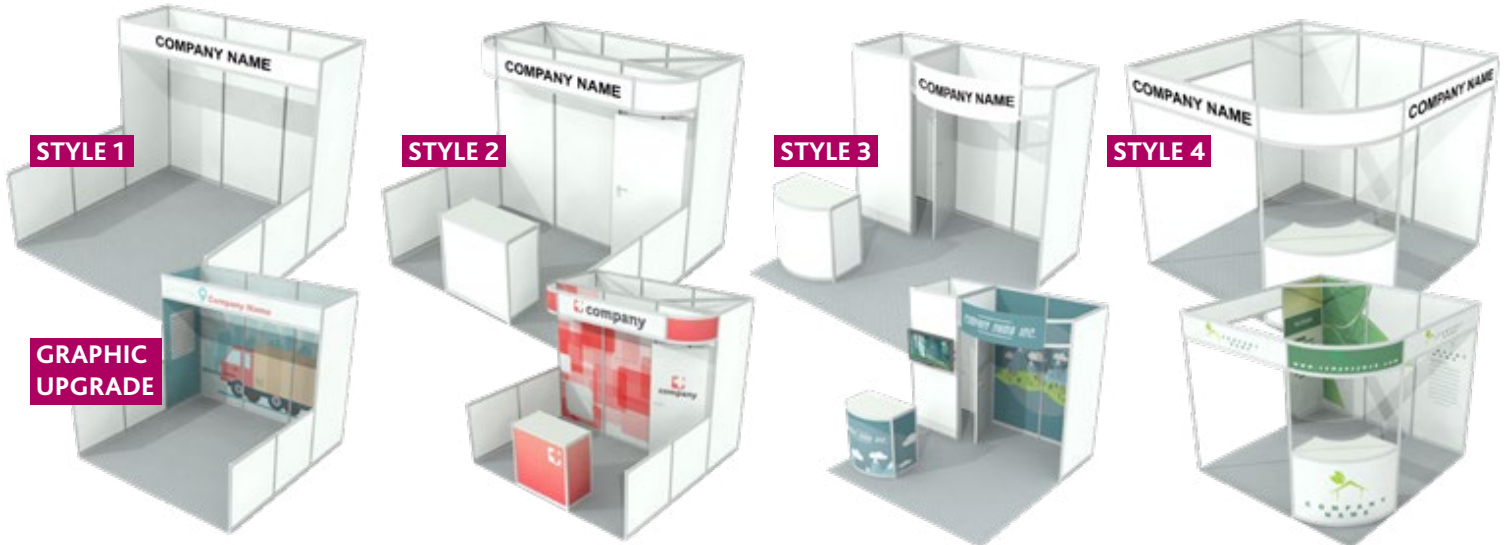
# DISPLAY ACCESSORIES

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>OCTANORM COUNTERS AND RISERS</b>					<b>OCTANORM DISPLAY SYSTEMS</b>				
Counter Doors & storage shelf 20"[d]x40"[w]x40"[h]			\$199.82	\$249.80	Shelf Gondola White 3 Glass Shelves 9" x 38" 20" x 38" x 98"[h]			\$392.43	\$490.53
<b>COUNTER WITH FULL COLOR GRAPHIC</b> ~Be noticed!			\$288.40	\$360.50	Slat Wall Gondola Brackets not included 20" x 38" x 98"[h]			\$392.43	\$490.53
Doors & storage shelf 	<i>Display a company logo or branding!</i>				2" Slat Wall Hook 			\$1.03	\$1.30
			<ul style="list-style-type: none"> <li>• Full color digital printing</li> <li>• Image size: 962mm[w] x 912mm[h]</li> </ul> <p>Send logo in .eps format along with directions to <a href="mailto:signsondemand@goodkey.com">signsondemand@goodkey.com</a> an email will be sent confirming receipt of logo and proof of signage.</p>		<b>POSTER DISPLAY SYSTEMS</b>				
Show Case Two shelves 20"[d]x38"[w]x49"[h]			\$302.30	\$377.80	Poster Board (Black) Double Sided 4'[h] x 8'[w] *Material is hook velcro receptive			\$105.10	\$131.32
Jewelry Case One shelf with lights 20"[d]x38"[w]x49"[h]			\$269.34	\$336.60	Hook Velcro 6 yards per box Self Adhesive			\$25.80	\$32.20
Computer Counter 29"[d]x40"[w]x40"[h]			\$243.10	\$303.90	Loop Velcro 6 yards per box Self Adhesive			\$25.80	\$32.20
Computer Counter w/ Graphic 29"[d]x40"[w]x40"[h] Image size: 962mm[w] x 912mm[h]			\$322.00	\$414.60	<b>GOODKEY APPROVED TAPE (DOES NOT DAMAGE HARDWARE)</b>				
Product Risers 3 white shelves 20"x20" 15", 33", 38" tall			\$285.31	\$356.63	Removable Double-sided Foam Tape 10 pieces per pad 2" x 1" pieces			\$4.12 per pad	\$5.20 per pad
Single Show Case 20"[d]x20"[w]x40"[h]			\$147.30	\$184.11	Removable Double-sided Foam Tape Roll 30ft roll x 1" wide			\$51.50 per roll	\$64.40 per roll
Ballot Box with Slot in Top 20"[d]x20"[w]x40"[h]			\$147.30	\$184.11	<b>**PRICES INCLUDE DELIVERY AND INSTALLATION</b>				
					<b>SUBTOTAL</b>				
					<input type="checkbox"/> OFFICE USE ONLY				
					<input type="checkbox"/> 35% LATE ORDER SURCHARGE				
					<input type="checkbox"/> 50% CANCELLATION FEE				
					<b>ADJUSTED SUBTOTAL</b>				
					5% G.S.T.				
					<b>TOTAL AMOUNT DUE</b>				
					GST REGISTRATION#: 121717813 RT		PST REGISTRATION#: PST-1013-7620		

# OCTANORM BOOTHS 10 X 10

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	



DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>Style 1 - 10' x 10'</b> • 1 Header Sign (2942mm [w]x 302mm[h])		\$1,215.40	\$1,500.00	
With Graphic Upgrade Package		\$2,936.30	\$3,670.40	
<b>Style 2 - 10' x 10'</b> • 1 Header Sign (1952mm [w]x 302mm[h]) • Storage Area 3' x 9.6' w/ lockable door • Lockable counter 3.3' high		\$1,709.80	\$2,137.30	
With Graphic Upgrade Package		\$2,891.21	\$3,614.00	
<b>Style 3 - 10' x 10'</b> • 1 Curved Header Sign (1500mm [w]x 450mm[h]) • Corner storage area 3' x 3' • Lockable counter 3.3' high		\$1,802.50	\$2,253.12	
With Graphic Upgrade Package		\$3,957.30	\$4,946.60	
<b>Style 4 - 10' x 10'</b> • 2 Header Signs (1952mm [w]x 302mm[h]) • Curved counter 3.3' high		\$1,545.00	\$1,931.30	
With Graphic Upgrade Package		\$3,081.80	\$3,852.20	

## PANEL & HARDWARE DISCLAIMER

If you ruin a panel or some hardware, you will be charged a fee! Please only use approved tape on booth.

You will be charged **\$60/panel** for cleaning or repair.

**Many other custom designs are available!  
For more information CALL 780.426.2211**

**\*\*PRICES INCLUDE DELIVERY AND INSTALLATION**

SUBTOTAL		
<b>OFFICE USE ONLY</b>		
<input type="checkbox"/> 35% LATE ORDER SURCHARGE		
<input type="checkbox"/> 50% CANCELLATION FEE		
ADJUSTED SUBTOTAL		
5% G.S.T.		
<b>TOTAL AMOUNT DUE</b>		
GST REGISTRATION#: 121717813 RT   PST REGISTRATION#: PST-1013-7620		

## GRAPHIC UPGRADE CUSTOMIZATION

Carpet Color Choice



Header Sign Choice \*All Headers / Fascia signs are white unless upgraded to a full color graphic

**Complimentary** (Bold black font proportionally on white panel, capital letters unless specified)

**Full color header upgrade** (See **SIGNAGE & DIGITAL PRINTING FORM** to order graphics)

Panel Color Choice	<b>Complimentary</b>	<b>Burfab Upgrade Velcro Receptive</b>	<b>REGULAR PRICE</b>	<b>TOTAL</b>
	<input type="checkbox"/> WHITE HARDWALL	<input type="checkbox"/> BLUE	\$125.00	
	<input type="checkbox"/> BLACK HARDWALL	<input type="checkbox"/> BLACK	per panel	

# OCTANORM BOOTHS 10 X 20

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	



DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	PANEL & HARDWARE DISCLAIMER	
<b>Style 5 - 10' x 20'</b> • 2 Header Signs (2942mm [w] x 302mm [h])		\$2,216.60	\$2,770.70		If you ruin a panel or some hardware, you will be charged a fee! Please only use approved tape on booth.	
With Graphic Upgrade Package		\$4,659.72	\$5,824.70			
<b>Style 6 - 10' x 20'</b> • Storage area 3' x 6' w/ lockable door • Custom reception counter		\$3,090.00	\$3,862.50		You will be charged <b>\$60/panel</b> for cleaning or repair.	
With Graphic Upgrade Package		\$7,066.83	\$8,833.53			
<b>Style 7 - 10' x 20'</b> • 1 Curved Header Sign (1500mm [w] x 450mm [h]) • Storage area 3' x 9.6' w/ lockable door • Curved counter 3.3' high		\$2,935.50	\$3,669.40		<b>Many other custom designs are available!</b> <b>For more information CALL 780.426.2211</b>	
With Graphic Upgrade Package		\$6,134.70	\$7,668.40			
<b>Style 8 - 10' x 20'</b> • 3 Header Signs 1@(2942mm [w] x 302mm [h]) + 2@(1952mm [w] x 302mm [h]) • Storage area 3' x 9.6' w/ lockable door • Curved counter 3.3' high		\$2,729.50	\$3,411.90		<b>**PRICES INCLUDE DELIVERY AND INSTALLATION</b>	
With Graphic Upgrade Package		\$5,312.74	\$6,640.92			
<b>GRAPHIC UPGRADE CUSTOMIZATION</b>					<b>SUBTOTAL</b>	
					<b>OFFICE USE ONLY</b>	
					<input type="checkbox"/> 35% LATE ORDER SURCHARGE	
					<input type="checkbox"/> 50% CANCELLATION FEE	
					ADJUSTED SUBTOTAL	
					5% G.S.T.	
					<b>TOTAL AMOUNT DUE</b>	

GST REGISTRATION#: 121717813 RT | PST REGISTRATION#: PST-1013-7620

Carpet Color Choice

Red  Blue  Grey  Black

Header Sign Choice \*All Headers / Fascia signs are white unless upgraded to a full color graphic

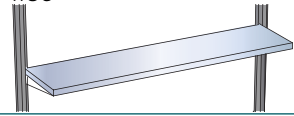
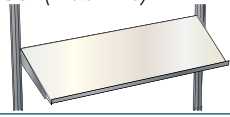
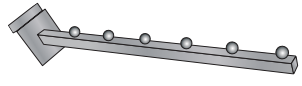

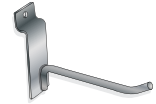
**Complimentary** (Bold black font proportionally on white panel, capital letters unless specified)  
Please clearly print name as you would like it to appear

**Full color header upgrade** (See **SIGNAGE & DIGITAL PRINTING FORM** to order graphics)

Panel Color Choice	Complimentary	Burfab Upgrade Velcro Receptive	REGULAR PRICE	TOTAL
	<input type="checkbox"/> WHITE HARDWALL	<input type="checkbox"/> BLUE	\$200.00 per panel	
	<input type="checkbox"/> BLACK HARDWALL	<input type="checkbox"/> BLACK		

# OCTANORM ACCESSORIES

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL	DESCRIPTION	QTY	EARLY BIRD	REGULAR PRICE	TOTAL
<b>OCTANORM DISPLAY SYSTEMS</b>					<b>OCTANORM ACCESSORIES</b>				
Full Height Slat Wall Panel <i>1m x 2.5m</i>  <input type="checkbox"/> White Slat Wall <input type="checkbox"/> Black Slat Wall		\$174.10	\$217.60		Glass Shelf 9" x 38" 		\$31.93	\$39.91	
Half Slat Wall Panel <i>1m x 1.25m</i>  <input type="checkbox"/> White Slat Wall <input type="checkbox"/> Black Slat Wall  <input type="checkbox"/> Top Slat Wall <input type="checkbox"/> Bottom Slat Wall		\$100.94	\$126.20		Angled Literature Shelf 12" x 38" (melamine) 		\$48.92	\$61.02	
					Waterfall Rack <i>*must be used with slat wall</i> 		\$30.10	\$38.62	
					Gooseneck Light <i>*does not include power</i> 		\$61.30	\$76.50	
					2" Slat Wall Hook 		\$1.03	\$1.30	













**IMPORTANT** Please include a diagram of the ordered booth indicating placement of all ordered accessories.

**Many other custom designs are available!  
For more information CALL 780.426.2211**

**\*\*PRICES INCLUDE DELIVERY AND INSTALLATION**

SUBTOTAL		
<b>OFFICE USE ONLY</b>		
<input type="checkbox"/> 35% LATE ORDER SURCHARGE		
<input type="checkbox"/> 50% CANCELLATION FEE		
ADJUSTED SUBTOTAL		
5% G.S.T.		
<b>TOTAL AMOUNT DUE</b>		
GST REGISTRATION#: 121717813 RT	PST REGISTRATION#: PST-1013-7620	

# SIGNAGE & DIGITAL PRINTING

Show Name <b>Green Industry Show 2024</b>		Name of Company		Booth Number				
Show Date <b>November 20-21, 2024</b>		Deadline Date <b>October 30, 2024</b>						
DESCRIPTION			QTY	EARLY BIRD	REGULAR PRICE	TOTAL		
<b>OCTANORM BOOTH / COUNTER GRAPHIC UPGRADES</b>								
Full Color Header Upgrade - Single Sided 2942mm (w) x 302mm (h) <i>(Octanorm booth rental required)</i>					\$100.80	\$126.00		
Full Color Backwall Panel Upgrade - Single Sided 965mm (w) x 2392mm (h) <i>(Octanorm booth rental required)</i>					\$318.30	\$397.83		
Full Color Counter Upgrade - Single Sided 962mm (w) x 912mm (h) <i>(Counter rental required)</i>					\$95.50	\$119.40		
Freestanding Flush Backwall - Single Sided 2930mm (w) x 2480mm (h) <i>(Wall rental and graphics included)</i>					\$1,336.73	\$1,670.91		
<b>FABRIC SIGNAGE</b>								
Curved Fabric Backwall - Double Sided 10' (w) x 8' (h) [Graphic 2410mm x 2220mm] <i>(comes with frame, print, and canvas bag)</i>					\$848.72	\$1,060.90		
Hanging Fabric Halo - Many Custom Designs available 10' (w) x 3' (h) generic size <i>(Does not include hanging fee, allow 3 weeks min. for order)</i>			   	FLAT	ROUND	SQUARE	TRIANGLE	Call for quote
<b>STAND ALONE SIGNAGE</b>								
Medium Retractable Pop Up Banner - Single Sided 850mm (w) x 2000mm (h) visible <i>(comes with hardware, print, and canvas bag)</i>					\$159.13	\$198.90		
Large Retractable Pop Up Banner 1000mm (w) x 2000mm (h) visible <i>(comes with hardware, print, and canvas bag)</i>					\$244.00	\$305.00		
Vinyl Banner - Single Sided 119" (w) x 36" (h) hanging off backwall with S hooks <i>(Cost includes banner, installation hardware and labour to install)</i>					\$371.31	\$464.11		
Rigid Sintra Sign - Single Sided 96" (w) x 24" (h) hanging off backwall with S hooks <i>(Cost includes sign, installation hardware and labour to install)</i>					\$254.61	\$318.30		
<b>DESIGN WORK &amp; STORAGE</b>								
If artwork is not supplied as print ready, a minimum of \$51.50 will be charged to modify art files					\$51.50			
Have the Goodkey in house design team create the artwork & vectorize logos					\$75.00/ per hour			
<b>SIGNAGE STORAGE</b> <i>Indicate if you will be needing the signage again, if not it will be recycled after the event</i>					Call for quote			
<b>Contact us for a consultation about custom sizes, items, and printing options. Subject availability of supplies and time-lines.</b>				<b>**PRICES INCLUDE DELIVERY AND INSTALLATION</b>				
<b>ALL ARTWORK IS DUE BY THE ORDER DEADLINE DATE</b>				SUBTOTAL				
<b>SPECIAL INSTRUCTIONS</b>				<b>OFFICE USE ONLY</b> <input type="checkbox"/> 35% LATE ORDER SURCHARGE <input type="checkbox"/> 50% CANCELLATION FEE ADJUSTED SUBTOTAL				
				5% G.S.T.				
				TOTAL AMOUNT DUE				
				GST REGISTRATION#: 121717813 RT   PST REGISTRATION#: PST-1013-7620				

# PRINT READY GRAPHIC GUIDELINES

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

INLINE EXAMPLE



DESIGN with 0.25" bleeds and cropmarks

SCALE artwork to full size

Metal Posts



EMBED all links

RESOLUTION for images: min 100dpi

TEXT must be at least 2" away from edge

CONVERT all text to outlines

\*Inline panel example

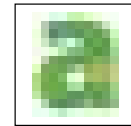


For the best looking logo at any size, send vector art. This is usually an .ai file made in Adobe Illustrator.

To check if a file is **vectored**, zoom in as much as you can to the art. Match what it looks like below.



Vector art  
Ex. ai, eps, pdf



Raster art  
Ex. jpg, tiff, png

FLUSH EXAMPLE



REPRESENTS panel break and will not print  
DO NOT INCLUDE LINES



AVOID text going through the panel break

SEND as one file with 0.25" bleed, full size or 10% scale we will split the panels for production

\*FLUSH graphic example

LABEL files appropriately when saving (showname\_companyname\_panel) - ex. ABC18\_Company\_counter1

LEGEND include a layout legend if there are multiple panels

COLOR space has to be CMYK

FONTS if live, should be sent with the art

FILE types for print ready art: high res .pdf | 150dpi + .jpg | .eps

SEND files by email | wetransfer.com | dropbox.com

SEND ALL ARTWORK FILES TO  
**signsondemand@goodkey.com**  
Subject Line: **Show Name - Company Name - Booth Number**

# EXHIBIT BOOTH VACUUMING & CLEANING

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

**SERVICE INCLUDES:**

- EXHIBIT VACUUMING
- EMPTYING OF WASTEBASKETS

**PRE-ORDERS** (*must be received prior to above order deadline date*)

Booth Width \_\_\_\_\_ x Booth Depth \_\_\_\_\_ + Square Feet \_\_\_\_\_ x Number of Days \_\_\_\_\_ x \$0.41 = \_\_\_\_\_  
(min 100 Sq.Ft.)

**LATE-ORDERS**

Booth Width \_\_\_\_\_ x Booth Depth \_\_\_\_\_ + Square Feet \_\_\_\_\_ x Number of Days \_\_\_\_\_ x \$0.60 = \_\_\_\_\_  
(min 100 Sq.Ft.)

**SPECIAL INSTRUCTIONS**

	<b>**PRICES INCLUDE DELIVERY AND INSTALLATION</b>	
	SUBTOTAL	
	<b>OFFICE USE ONLY</b>	
	<input type="checkbox"/> 35% LATE ORDER SURCHARGE	
	<input type="checkbox"/> 50% CANCELLATION FEE	
	ADJUSTED SUBTOTAL	
5% G.S.T.		
TOTAL AMOUNT DUE		
GST REGISTRATION#: 121717813 RT		PST REGISTRATION#: PST-1013-7620



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Vancouver Warehouse  
Unit 10, 3751 North Fraser Way  
Burnaby, BC V5J 5G4

# INSTALLATION & DISMANTLE LABOUR

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

## INSTALLATION & DISMANTLE RATES

<b>Regular Time (RT):</b>	8:00 am - 4:00 pm Monday to Friday	\$87.00/hr.
<b>Overtime (OT):</b>	4:00 pm - 6:00 pm Monday to Friday 6:00 pm - 8:00 am Saturday and Sunday	\$131.00/hr.
<b>Double Time (DT):</b>	All other hours including Sundays and statutory holidays	\$175.00/hr.

## INSTALLATION: (estimated requirements) MINIMUM OF 2 HOURS

Labourers	Hours	\$87.00/hr. (RT)	\$
Labourers	Hours	\$131.00/hr.. (OT)	\$
Labourers	Hours	\$175.00/hr. (DT)	\$

Date Required: \_\_\_\_\_ Start Time: \_\_\_\_\_ Finish: \_\_\_\_\_

## DISMANTLE: (estimated requirements) MINIMUM OF 2 HOURS

Labourers	Hours	\$87.00/hr.(RT)	\$
Labourers	Hours	\$131.00/hr. (OT)	\$
Labourers	Hours	\$175.00/hr. (DT)	\$

Date Required: \_\_\_\_\_ Start Time: \_\_\_\_\_ Finish: \_\_\_\_\_

Client Supervised?  YES  NO If yes, Supervisors name: \_\_\_\_\_

Supervised by Goodkey Show Services Ltd.?  YES  NO If yes, add 25% to total estimated charges

The exhibit consists of \_\_\_\_\_ shipping cases or crates (Please do not include cartons/boxes of literature or products)

Ladders Required: \_\_\_\_\_

<b>SPECIAL INSTRUCTIONS</b>	TOTAL ESTIMATED CHARGE	
	25% SUPERVISION FEE	
	SUBTOTAL	
	<b>OFFICE USE ONLY</b>	
	<input type="checkbox"/> 35% LATE ORDER SURCHARGE	
	<input type="checkbox"/> 50% CANCELLATION FEE	
	ADJUSTED SUBTOTAL	
	5% G.S.T.	
TOTAL AMOUNT DUE		
GST REGISTRATION#: 121717813 RT	PST REGISTRATION#: PST-1013-7620	



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# INSTALLATION & REMOVAL IN-BOOTH FORKLIFT

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

## INSTALLATION & DISMANTLE RATES

<b>Regular Time (RT):</b>	8:00 am - 4:00 pm Monday to Friday	\$72.00/hr.
<b>Overtime (OT):</b>	4:00 pm - 6:00 pm Monday to Friday 6:00 pm - 8:00 am Saturday and Sunday	\$108.00/hr.
<b>Double Time (DT):</b>	All other hours including Sundays and statutory holidays	\$144.00/hr.

## INSTALLATION: (estimated requirements) MINIMUM OF 1.5 HOURS

Hours		\$72.00/hr.(RT)	\$
Hours		\$108.00/hr.(OT)	\$
Hours		\$144.00/hr. (DT)	\$

Date Required: \_\_\_\_\_ Start Time: \_\_\_\_\_ Finish: \_\_\_\_\_

## REMOVAL: (estimated requirements) MINIMUM OF 1.5 HOURS

Hours		\$72.00/hr.(RT)	\$
Hours		\$108.00/hr. (OT)	\$
Hours		\$144.00/hr. (DT)	\$

Date Required: \_\_\_\_\_ Start Time: \_\_\_\_\_ Finish: \_\_\_\_\_

<b>SPECIAL INSTRUCTIONS</b>	TOTAL ESTIMATED CHARGE	
	SUBTOTAL	
	<b>OFFICE USE ONLY</b>	
	<input type="checkbox"/> 35% LATE ORDER SURCHARGE	
	<input type="checkbox"/> 50% CANCELLATION FEE	
	ADJUSTED SUBTOTAL	
	5% G.S.T.	
	TOTAL AMOUNT DUE	
GST REGISTRATION#: 121717813 RT		PST REGISTRATION#: PST-1013-7620



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# POST SHOW STORAGE

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

## FREIGHT INFORMATION

CARRIER NAME: _____	# OF PIECES _____
---------------------	-------------------

TOTAL WEIGHT	COST	CONDITIONS
<input type="checkbox"/> 001 - 600 lbs	\$267.00	<ul style="list-style-type: none"> <li>EXHIBITORS NEED TO FILL OUT THE FORM</li> <li>EXHIBITORS MUST MAKE ARRANGEMENTS TO OWN CARRIER</li> <li>THE ABOVE FEE MUST BE PAID BEFORE RELEASE OF FREIGHT</li> </ul>
<input type="checkbox"/> 600 - 1200 lbs	\$535.00	
<input type="checkbox"/> 1201 + lbs	\$774.00	

Signature \_\_\_\_\_ Date \_\_\_\_\_

## NOTES

SPECIAL INSTRUCTIONS	SUBTOTAL		
	<b>OFFICE USE ONLY</b>		
	<input type="checkbox"/> 35% LATE ORDER SURCHARGE		
	<input type="checkbox"/> 50% CANCELLATION FEE		
	ADJUSTED SUBTOTAL		
	5% G.S.T.		
	TOTAL AMOUNT DUE		
GST REGISTRATION#: 121717813 RT		PST REGISTRATION#: PST-1013-7620	

# MATERIAL HANDLING

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

**ADVANCED MATERIAL HANDLING**  
*Starting: 4 weeks prior to show date*  
*Deadline: 1 week prior to show date*

- RECEIVE & STORE SHIPMENT UP TO 30 DAYS PRIOR TO SHOW OPENING
- DELIVERY OF SHIPMENT FROM ADVANCED WAREHOUSE TO SHOW SITE
- FIRST PRIORITY UNLOADING STATUS
- DELIVERY OF SHIPMENT FROM SHIPPING AREA TO BOOTH
- REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA
- RETURNING OF EMPTY CONTAINERS TO BOOTH UPON SHOW CLOSING
- RELOADING OF SHIPMENT FROM BOOTH TO EXHIBITOR ARRANGED OUTBOUND CARRIER

**\$00.62** per hundred pounds (lbs.) (**\$127.30** minimum charge)

Weight \_\_\_\_\_ @ \$00.62/cwt \_\_\_\_\_

Carrier Name: \_\_\_\_\_ # of pcs. \_\_\_\_\_

Bill of Lading # \_\_\_\_\_

	SUBTOTAL		
	<b>OFFICE USE ONLY</b>		
	<input type="checkbox"/> 35% LATE ORDER SURCHARGE		
	<input type="checkbox"/> 50% CANCELLATION FEE		
	ADJUSTED SUBTOTAL		
	5% G.S.T.		
	TOTAL AMOUNT DUE		
	GST REGISTRATION#: 121717813 RT	PST REGISTRATION#: PST-1013-7620	

### CONDITIONS

- ALL ORDERS MUST BE PREPAID
- ALL ORDERS RECEIVED AFTER THE DEADLINE DATE WILL BE SUBJECT TO A 35% LATE FEE
- PLEASE ARRANGE SHIPMENTS TO ARRIVE BETWEEN 9:00 AM - 3:30 PM, MONDAY - FRIDAY
- LOOSE AND UNCRATED SHIPMENTS WILL NOT BE RECEIVED BY ADVANCED WAREHOUSE

**\*RESHIPPING:** Exhibitors must arrange for pickup at show site, all items must be labeled and include completed bill of lading. Material not removed from exhibit area by specified time will be shipped collected by first available carrier.

### ONSITE / ADVANCED LABELING

**Green Industry Show 2024**  
**NAME OF EXHIBITING COMPANY - BOOTH #**  
**c/o GOODKEY SHOW SERVICES LTD.**  
**5506 - 48 St NW**  
**Edmonton, AB T6B 2Z1**

### LIMITS AND LIABILITIES

Goodkey Show Services Ltd. will not be held responsible for concealed damage, or loss of merchandise after delivery to booth before or during installation time, or at conclusion of show prior to delivery to common carrier. Shipments should be insured by the exhibitor for coverage when out of the care, custody and control of Goodkey Show Services Ltd. The condition, count and contents of the materials found in the booth at the time of actual removal will be final and binding and the right is reserved to alter exhibitors bill of lading to reflect actual condition, count and contents found. Goodkey Show Services Ltd. will not be responsible for damages incurred while handling loose exhibit materials or those inadequately packed. Goodkey Show Services Ltd. will not be responsible for failure or delay in performing services when delay is caused by strike, labour storage, or any other cause unavoidable or beyond their control.

Shipments should be insured by the exhibitor for coverage when out of the care, custody, and control of Goodkey Show Services Ltd. The liability of Goodkey Show Services Ltd. is hereby limited to \$0.30 per pound per article and values exceeding this limitation should be insured by the shipper.

All items requiring rigging or special equipment will be charged on a time and material basis. Exhibits or equipment arriving uncrated will be charged an additional 50% handling charge. Goodkey Show Services Ltd. will receive goods only if this form is returned signed and freight is PREPAID.

Signature \_\_\_\_\_ Date \_\_\_\_\_



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# ONSITE MATERIAL HANDLING

Show Name <b>Green Industry Show 2024</b>	Name of Company	Booth Number
Show Date <b>November 20-21, 2024</b>	Deadline Date <b>October 30, 2024</b>	

## ONSITE MATERIAL HANDLING Date: DURING MOVE IN DAY(S) ONLY

- RECEIVE & STORE SHIPMENT UP TO 30 DAYS PRIOR TO SHOW OPENING
- DELIVERY OF SHIPMENT FROM ADVANCED WAREHOUSE TO SHOW SITE
- FIRST PRIORITY UNLOADING STATUS
- DELIVERY OF SHIPMENT FROM SHIPPING AREA TO BOOTH
- REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA
- RETURNING OF EMPTY CONTAINERS TO BOOTH UPON SHOW CLOSING
- RELOADING OF SHIPMENT FROM BOOTH TO EXHIBITOR ARRANGED OUTBOUND CARRIER

**\$00.56** per hundred pounds (lbs.) (**\$112.00** minimum charge)

Weight \_\_\_\_\_ @ \$00.56/cwt \_\_\_\_\_

Carrier Name: \_\_\_\_\_ # of pcs. \_\_\_\_\_

Bill of Lading # \_\_\_\_\_

	SUBTOTAL		
	<b>OFFICE USE ONLY</b>		
	<input type="checkbox"/> 35% LATE ORDER SURCHARGE		
	<input type="checkbox"/> 50% CANCELLATION FEE		
	ADJUSTED SUBTOTAL		
	5% G.S.T.		
	TOTAL AMOUNT DUE		
	GST REGISTRATION#: 121717813 RT	PST REGISTRATION#: PST-1013-7620	

### CONDITIONS

- ALL ORDERS MUST BE PREPAID
  - ALL ORDERS RECEIVED AFTER THE DEADLINE DATE WILL BE SUBJECT TO A 35% LATE FEE
  - PLEASE ARRANGE SHIPMENTS TO ARRIVE BETWEEN 9:00 AM - 3:30 PM, MONDAY - FRIDAY
  - LOOSE AND UNCRATED SHIPMENTS WILL NOT BE RECEIVED BY ADVANCED WAREHOUSE
- \*RESHIPPING: Exhibitors must arrange for pickup at show site, all items must be labeled and include completed bill of lading. Material not removed from exhibit area by specified time will be shipped collected by first available carrier.*

### ONSITE / ADVANCED LABELING

**Green Industry Show 2024**  
**NAME OF EXHIBITING COMPANY - BOOTH #**  
**c/o WESTERNER PARK**  
**4847A-19 Street**  
**Red Deer, AB T4R 2N7**

### LIMITS AND LIABILITIES

Goodkey Show Services Ltd. will not be held responsible for concealed damage, or loss of merchandise after delivery to booth before or during installation time, or at conclusion of show prior to delivery to common carrier. Shipments should be insured by the exhibitor for coverage when out of the care, custody and control of Goodkey Show Services Ltd. The condition, count and contents of the materials found in the booth at the time of actual removal will be final and binding and the right is reserved to alter exhibitors bill of lading to reflect actual condition, count and contents found. Goodkey Show Services Ltd. will not be responsible for damages incurred while handling loose exhibit materials or those inadequately packed. Goodkey Show Services Ltd. will not be responsible for failure or delay in performing services when delay is caused by strike, labour storage, or any other cause unavoidable or beyond their control. Shipments should be insured by the exhibitor for coverage when out of the care, custody, and control of Goodkey Show Services Ltd. The liability of Goodkey Show Services Ltd. is hereby limited to \$0.30 per pound per article and values exceeding this limitation should be insured by the shipper. All items requiring rigging or special equipment will be charged on a time and material basis. Exhibits or equipment arriving uncrated will be charged an additional 50% handling charge. Goodkey Show Services Ltd. will receive goods only if this form is returned signed and freight is PREPAID.

Signature \_\_\_\_\_ Date \_\_\_\_\_



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# MATERIAL HANDLING AGREEMENT



5506 - 48 ST NW TEL - 1.780.426.2211  
Edmonton, AB T6B 2Z1 FAX - 1.888.426.5734

PLACE PRO NUMBER HERE

SHIPPER'S NUMBER

DATE/TIME RECEIVED:  
\_\_\_\_\_ AM  
\_\_\_\_\_ PM

**INSTRUCTIONS: COMPLETE ALL SHADED AREAS, RETURN COMPLETED AGREEMENT TO SERVICE DESK WHEN MATERIALS ARE PACKED AND READY FOR SHIPMENT.**

DATE: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

**FROM:** GOODKEY SHOW SERVICES  
5506 - 48 Street NW  
Edmonton, AB  
T6B 2Z1

**TO:**

SHIPPED FROM: EVENT/FACILITY/CITY  
Green Industry Show 2024

IN THE EVENT YOUR SELECTED CARRIER FAILS TO SHOW ON FINAL MOVE-OUT DAY, PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:  
*CHECK ONE*  
1)  RE-ROUTE VIA GOODKEY LOGISTICS  
2)  DELIVER BACK TO THE WAREHOUSE AT EXHIBITOR'S EXPENSE

SPECIAL INSTRUCTIONS:

CARRIER: \_\_\_\_\_  
PICK UP NUMBER: \_\_\_\_\_

RE-ROUTE VIA \_\_\_\_\_ BY \_\_\_\_\_  
DATE \_\_\_\_\_ TIME \_\_\_\_\_ AM/PM

AIR FREIGHT WILL BE BILLED ON ACTUAL OR DIMENSIONAL WEIGHT, WHICHEVER IS GREATER

DECLARED VALUE FOR AIR SHIPMENTS ONLY \$ \_\_\_\_\_ .00 (OPTIONAL)

CHECK NUMBER OF SEPARATE SHIPMENTS IN BOOTH:  1  2  3  4 OR SPECIFY: \_\_\_\_\_

**GOODKEY LOGISTICS**  
 STANDARD GROUND  UNCRATED  AIR FREIGHT  NEXT DAY  SECOND DAY  DEFERRED

**OTHER CARRIERS**  
 COMMON CARRIER  VAN LINE  AIR FREIGHT  NEXT DAY  SECOND DAY  DEFERRED

FREIGHT INFORMATION					
CHECKER	NO. PIECES	DESCRIPTION OF ARTICLES	* HAZ MAT	WEIGHT (LB) SUBJECT TO CORR.	* EMERGENCY RESPONSE NUMBER IF HAZARDOUS MATERIAL COLUMN USED
		CRATES EXHIBITION MATERIAL, K.D. (WOODEN)			
		CARTONS (CARDBOARD)			
		TRUNKS/ CASES (FIBER) (COLOR)			
		SKIDS/ PALLETS			
		CARPETS (COLOR)			
		CARPET PADDING			

EXHIBITOR SHALL BE RESPONSIBLE FOR ALL SHIPPING CHARGES INCURRED. EXHIBITOR'S SIGNATURE (OR THE SIGNATURE OF THE EXHIBITOR'S AGENT) BELOW DENOTES ACCEPTANCES OF THE TERMS AND CONDITIONS ON THE REVERSE SIDE OF THE FORM. EXHIBITOR OR ITS AGENT CERTIFIES & WARRANTS THAT ITS FREIGHT CONTAINS NO HAZARDOUS MATERIALS, OR IF FREIGHT CONTAINS SUCH MATERIALS, THAT THE EXHIBITOR IS REGISTERED IN CONFORMANCE WITH SUBPART G OF PART 107 CFR TITLE 49, IF APPLICABLE, AND THAT THE HAZARDOUS MATERIALS HAVE BEEN PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED AND LABELED, AND ARE IN PROPER CONDITION FOR SHIPMENT AS REQUIRED, PERMITTED AND/OR AUTHORIZED UNDER APPLICATION LOCAL, PROVINCIAL/STATE AND FEDERAL STATUTES AND REGULATIONS.

IF NEITHER BOX IS CHECKED, SHIPMENT WILL BE SENT COLLECT:  COLLECT  PREPAID

BILL FREIGHT CHARGES TO:

CHECKER SIGNATURE	DATE LOADED	CARRIER
TRAILER NO.	START TIME	
EXHIBITOR	FINISH TIME	
SIGNATURE	DRIVER	DATE
PRINT NAME	PIECES RECEIVED	

# ONSITE MATERIAL HANDLING AGREEMENT



5506 - 48 ST NW TEL - 1.780.426.2211  
Edmonton, AB T6B 2Z1 FAX - 1.888.426.5734

PLACE PRO NUMBER HERE

SHIPPER'S NUMBER

DATE/TIME RECEIVED: \_\_\_\_\_  
AM  
PM

**INSTRUCTIONS: COMPLETE ALL SHADED AREAS, RETURN COMPLETED AGREEMENT TO SERVICE DESK WHEN MATERIALS ARE PACKED AND READY FOR SHIPMENT.**

DATE: \_\_\_\_\_ BOOTH NUMBER: \_\_\_\_\_

**FROM:** WESTERN PARK  
4847A-19 Street  
Red Deer, AB  
T4R 2N7

**TO:**

SHIPPED FROM: EVENT/FACILITY/CITY  
Green Industry Show 2024

IN THE EVENT YOUR SELECTED CARRIER FAILS TO SHOW ON FINAL MOVE-OUT DAY, PLEASE SELECT ONE OF THE FOLLOWING OPTIONS:  
*CHECK ONE*  
1)  RE-ROUTE VIA GOODKEY LOGISTICS  
2)  DELIVER BACK TO THE WAREHOUSE AT EXHIBITOR'S EXPENSE

SPECIAL INSTRUCTIONS:

CARRIER: \_\_\_\_\_  
PICK UP NUMBER: \_\_\_\_\_

RE-ROUTE VIA \_\_\_\_\_ BY \_\_\_\_\_  
DATE \_\_\_\_\_ TIME \_\_\_\_\_ AM/PM

AIR FREIGHT WILL BE BILLED ON ACTUAL OR DIMENSIONAL WEIGHT, WHICHEVER IS GREATER

DECLARED VALUE FOR AIR SHIPMENTS ONLY \$ \_\_\_\_\_ .00 (OPTIONAL)

CHECK NUMBER OF SEPARATE SHIPMENTS IN BOOTH:  1  2  3  4 OR SPECIFY: \_\_\_\_\_

**GOODKEY LOGISTICS**  
 STANDARD GROUND  UNCRATED  AIR FREIGHT  NEXT DAY  SECOND DAY  DEFERRED

**OTHER CARRIERS**  
 COMMON CARRIER  VAN LINE  AIR FREIGHT  NEXT DAY  SECOND DAY  DEFERRED

FREIGHT INFORMATION					
CHECKER	NO. PIECES	DESCRIPTION OF ARTICLES	* HAZ MAT	WEIGHT (LB) SUBJECT TO CORR.	* EMERGENCY RESPONSE NUMBER IF HAZARDOUS MATERIAL COLUMN USED
		CRATES EXHIBITION MATERIAL, K.D. (WOODEN)			
		CARTONS (CARDBOARD)			
		TRUNKS/ CASES (FIBER) (COLOR)			
		SKIDS/ PALLETS			
		CARPETS (COLOR)			
		CARPET PADDING			

EXHIBITOR SHALL BE RESPONSIBLE FOR ALL SHIPPING CHARGES INCURRED. EXHIBITOR'S SIGNATURE (OR THE SIGNATURE OF THE EXHIBITOR'S AGENT) BELOW DENOTES ACCEPTANCES OF THE TERMS AND CONDITIONS ON THE REVERSE SIDE OF THE FORM. EXHIBITOR OR ITS AGENT CERTIFIES & WARRANTS THAT ITS FREIGHT CONTAINS NO HAZARDOUS MATERIALS, OR IF FREIGHT CONTAINS SUCH MATERIALS, THAT THE EXHIBITOR IS REGISTERED IN CONFORMANCE WITH SUBPART G OF PART 107 CFR TITLE 49, IF APPLICABLE, AND THAT THE HAZARDOUS MATERIALS HAVE BEEN PROPERLY CLASSIFIED, DESCRIBED, PACKAGED, MARKED AND LABELED, AND ARE IN PROPER CONDITION FOR SHIPMENT AS REQUIRED, PERMITTED AND/OR AUTHORIZED UNDER APPLICATION LOCAL, PROVINCIAL/STATE AND FEDERAL STATUTES AND REGULATIONS.

IF NEITHER BOX IS CHECKED, SHIPMENT WILL BE SENT COLLECT:  COLLECT  PREPAID

BILL FREIGHT CHARGES TO:

CHECKER SIGNATURE	DATE LOADED	CARRIER
TRAILER NO.	START TIME	
EXHIBITOR	FINISH TIME	
SIGNATURE	DRIVER	DATE
PRINT NAME	PIECES RECEIVED	

# ADVANCE WAREHOUSE SHIPPING LABEL

PAGE  
**25**  
OF 34



## LOGISTICS

FROM:

EXHIBITION FREIGHT

**ADVANCE  
LOCATION**

EVENT NAME: \_\_\_\_\_

EXHIBITING COMPANY: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

SHIP TO: GOODKEY SHOW SERVICES  
5506 - 48 Street NW  
Edmonton, AB T6B 2Z1

CARRIER: \_\_\_\_\_ No. OF PIECES: \_\_\_\_\_ OF \_\_\_\_\_

Location receiving hours are Monday - Friday, 8:00 am to 5:00 pm | Tel: 1-780-426-2211



## LOGISTICS

FROM:

EXHIBITION FREIGHT

**ADVANCE  
LOCATION**

EVENT NAME: \_\_\_\_\_

EXHIBITING COMPANY: \_\_\_\_\_ BOOTH #: \_\_\_\_\_

SHIP TO: GOODKEY SHOW SERVICES  
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CARRIER: \_\_\_\_\_ No. OF PIECES: \_\_\_\_\_ OF \_\_\_\_\_

Location receiving hours are Monday - Friday, 8:00 am to 5:00 pm | Tel: 1-780-426-2211

# CUSTOMS BROKERAGE

Name of Company:		Contact:	Booth Number:
Telephone no.	Fax no.	Email:	
Method of Payment <input type="checkbox"/> MASTERCARD <input type="checkbox"/> VISA <input type="checkbox"/> AMEX		Expiration Date: _____	CVC: _____
Cardholder name: _____			

Value of the Shipment <i>Please check all that apply</i> <input checked="" type="checkbox"/>	IMPORT	EXPORT
Shipment value from \$0.00 - \$1,500.00	<input type="checkbox"/> \$180.00	<input type="checkbox"/> \$180.00
Shipment value from \$1,501.00 - \$3,000.00	<input type="checkbox"/> \$242.00	<input type="checkbox"/> \$242.00
Shipment value from \$3,000.00 - \$5,000.00	<input type="checkbox"/> \$560.00	<input type="checkbox"/> \$560.00
Shipment value from \$5,000.00 - \$7,500.00	<input type="checkbox"/> \$795.00	<input type="checkbox"/> \$795.00
Shipment value from \$7,500.00 - \$10,000.00	<input type="checkbox"/> \$878.00	<input type="checkbox"/> \$878.00
Shipment value from \$10,000.00 and up	<input type="checkbox"/> \$1354.00	<input type="checkbox"/> \$1354.00

*Please note that all duties and taxes are extra.*

Other Charges <i>Please check all that apply</i> <input checked="" type="checkbox"/>	EXPORT ONLY
Preparation of Export Documents	<input type="checkbox"/> \$31.00
U.S. Customs Clearance at border	<input type="checkbox"/> \$98.00
Single Trip Bond (private vehicle when required)	<input type="checkbox"/> \$92.00
Carnet Handling	<input type="checkbox"/> \$92.00
Re-Manifesting when required	<input type="checkbox"/> \$62.00
ACE Manifest / SCAC for Private Vehicles	<input type="checkbox"/> \$216.00
Terminal Fees / Handling fees	<input type="checkbox"/> Equal to Payout

**For exhibitors ordering return shipments to the USA, please include the following information:**

Full address freight to deliver to in the USA:

IRS # for the address that the freight is delivering to (ie. if the exhibitor is Company A in Denver, but the freight is delivering to Company B in Chicago, we require the Chicago companies IRS #)

Total # of pieces	Total weight	Outbound Carrier
-------------------	--------------	------------------

Authorize Goodkey Customs power of attorney to clear our shipment  
*I have read and understood the limits of liability found on the next page of this document*

Signature _____	SUBTOTAL		
	<b>OFFICE USE ONLY</b> 35% LATE ORDER SURCHARGE 50% CANCELLATION FEE ADJUSTED SUBTOTAL		
	5% G.S.T.		
	TOTAL AMOUNT DUE		
Date _____	GST REGISTRATION#: 121717813 RT   PST REGISTRATION#: PST-1013-7620		

# Customs Brokerage Limits of Liability

## I APPLICATION

The following provisions shall apply to all transportation of goods by for-hire highway carriers licensed under the Motor Vehicle Transport Act ( Canada, R.S.C., 1970, M -14) or under provincial statutes with the exception of the transportation of:

- a) used household goods,
- b) livestock,
- c) bus parcel express shipments,
- d) the personal luggage of bus passengers,
- e) such other specific commodities as may be specified by provincial law.

## II BILL OF LADING

1. A Bill of Lading shall be completed as provided herein for each shipment.
2. On each article covered by the Bill of Lading, there shall be plainly marked thereon by the consignor, the name of the consignee and the destination thereof. This requirement does not apply in cases where the shipment is from one consignor to one consignee and constitutes a truckload shipment.
3. The Bill of Lading shall be signed in full (not initialed), by the consignor and by the carrier as an acceptance of all terms and conditions contained therein.
4. At the option of the carrier a way-bill may be prepared by the carrier and the way-bill shall bear the same number of other positive means of identification as the original Bill of Lading. Under no circumstances shall the way bill replace the original Bill of Lading.

## III CONDITIONS OF CARRIAGE

1. **Liability of Carrier**  
The carrier of the goods herein described is liable for any loss or damage to goods accepted by him or his agent except as hereinafter provided.
2. **Liability of Originating and Delivering Carriers**  
Where a shipment is accepted for carriage by more than one carrier, the carrier issuing the Bill of Lading (hereinafter called the originating carrier) and the carrier who assumes responsibility for delivery to the consignee, (hereinafter called the delivering carrier), in addition to any other liability hereunder, are liable for any loss of or damage to the goods while they are in custody of any other carrier to whom the goods are or have been delivered and from which liability the other carrier is not relieved.
3. **Recovery from Connecting Carrier**  
The originating carrier or the delivering carrier, as the case may be, is entitled to recover from any other carrier to whom the goods are or have been delivered the amount of the loss or damage that the originating carrier or delivering carrier, as the case may be, may be required to pay hereunder resulting from loss of or damage to the goods while they were in the custody of such other carrier.  
When shipments are interlined between carriers, settlement of concealed damage claims shall be prorated on the basis of revenues received.

4. **Remedy by consignor or Consignee**  
Nothing in articles 2 or 3 deprives a consignor or consignee of any rights he may have against any carrier.

5. **Exception from Liability**  
The carrier shall not be liable for loss, damage or delay to any of the goods described in the Bill of Lading caused by an Act of God, the Queen's or public enemies, riots, strikes, a defect or inherent vice in the goods, the act or default of the consignor, owner or consignee, authority of law, quarantine or differences in weights of grain, seed, or other commodities caused by natural shrinkage.

6. **Delay**  
No carrier is bound to transport the goods by any particular vehicle or in time for any particular market or otherwise than with due dispatch, unless by agreement specifically endorsed on the Bill of Lading and signed by the parties thereto.

7. **Routing by Carrier**  
In case of physical necessity where the carrier forwards the goods by a conveyance that is not a licensed for-hire vehicle, the liability of the carrier is the same as though the entire carriage were by licensed for-hire vehicle.

8. **Stoppage in Transit**  
Where goods are stopped and held in transit at the request of the party entitled to so request, the goods are held at the risk of that party.

9. **Valuation**  
Subject to article 10, the amount of any loss or damage for which the carrier is liable, whether or not the loss or damage results from negligence, shall be computed on the basis of:
  - a) the value of the goods at the place and time of shipment including the freight and other charges if paid; or
  - b) where a value lower than that referred to in paragraph (a) has been represented in writing by the consignor or has been agreed upon, such lower value shall be the maximum liability.

10. **Maximum Liability**  
The amount of any loss or damage computed under paragraph ( a ) or (b) of article 9 shall not exceed \$2.00 per pound (computed on the total weight of the shipment) unless a higher value is declared on the face of the Bill of Lading by the consignor.

11. **Consignor's Risk**  
Where it is agreed that the goods are carried at the risk of the consignor of the goods, such agreement covers only such risks as are necessarily incidental to transportation and the agreement shall not relieve the carrier from liability for any loss or damage or delay which may result from any negligent act or omission of the carrier, his agents or employees and the burden of proving absence

from negligence shall be on the carrier.

12. **Notice of Claim**
  - a) No carrier is liable for loss, damage or delay to any goods carried under the Bill of Lading unless notice thereof setting out particulars of the origin, destination and date of shipment of the goods and the estimated amount claimed in respect of such loss, damage or delay is given in writing to the originating carrier or the delivering carrier within sixty ( 60) days after the delivery of the goods, or, in the case of failure to make delivery, within nine (9) months from the date of shipment.
  - b) The final statement of the claim must be filed within nine (9) months from the date of shipment together with a copy of the paid freight bill.

13. **Articles of Extraordinary Value**  
No carrier is bound to carry any documents, specie or any articles of extraordinary value unless by a special agreement to do so. If such goods are carried without a special agreement and the nature of the goods is not disclosed hereon, the carrier shall not be liable for any loss or damage in excess of the maximum liability stipulated in article 10 above.

14. **Freight Charges**
  - a) If required by the carrier the freight and all other lawful charges accruing on the goods shall be paid before delivery and if upon inspection it is ascertained that the goods shipped are not those described in the Bill of Lading the freight charges must be paid upon the goods actually shipped, with any additional charges lawfully payable thereon.
  - b) Should a consignor fail to indicate that a shipment is to move prepaid, or fail to indicate how the shipment is to move, it will automatically move on a collect basis.

15. **Dangerous Goods**  
Every person, whether as principal or agent, shipping explosives or dangerous goods without previous full disclosure to the carrier as required by law, shall indemnify the carrier against all loss, damage or delay caused thereby and such goods may be warehoused at the consignor's risk and expense.

16. **Undelivered Goods**
  - a) Where, through no fault of the carrier, the goods cannot be delivered, the carrier shall immediately give notice to the consignor and consignee that delivery has not been made, and shall request disposal instructions.
  - b) Pending receipt of such disposal instructions,
    - i) The goods may be stored in the warehouse of the carrier,

subject to a reasonable charge for storage; or  
ii) Provided that the carrier has notified the consignor of his intention, the goods may be removed to, and stored in, a public or licensed warehouse, at the expense of the consignor, without liability on the part of the carrier, and subject to a lien for all freight and other lawful charges, including a reasonable charge for storage.

17. **Return of Goods**  
Where notice has been given by the carrier pursuant to article 16a, and no disposal instructions have been received within 10 days from the date of such notice, the carrier may return to the consignor, at the consignor's expense, all undelivered shipments for which such notice has been given.

18. **Alterations**  
Subject to article 19, any limitation on the carrier's liability on the Bill of Lading, and any alteration, or addition or erasure in the Bill of Lading shall be signed or initialed by the consignor or his agent and the originating carrier or his agent and unless so acknowledged shall be without effect.

19. **Weights**  
It shall be the responsibility of the consignor to show correct shipping weights of the shipment on the Bill of Lading. Where the actual weight of the shipment does not agree with the weight shown on the Bill of Lading, the weight shown thereon is subject to correction by the carrier.

20. **C.O.D. Shipments**
  - a) A carrier shall not deliver a C.O.D. shipment unless payment is received in full.
  - b) The charge for collecting and remitting  
The amount of C.O.D. bills for C.O.D. shipments, must be collected from the consignee unless the consignor has otherwise so indicated and instructed on the Bill of Lading.
  - c) A carrier shall remit all C.O.D. monies to the consignor or person designated by him within 15 days after collection.
  - d) A carrier shall keep all C.O.D. monies separate from the other revenues and funds of his business in a separate trust fund or account.
  - e) A carrier shall include as a separate item in his schedule of rates the charges for collecting and remitting money paid by consignees.

## IV OTHER SPECIFICATIONS

**CANADA CUSTOMS INVOICE / FACTURE DES DOUANNES CANADIENNES**

Page of/de

<p>1 Vendor (Name and Address) / Vendeur (Nom et Adresse)</p> <p style="text-align: center;"><i>Name and Address of Shipper</i></p>		<p>2 Date of Direct Shipment to Canada Date d'expédition directe vers le Canada</p> <p style="text-align: center;"><i>Date Shipped Must Be Shown</i></p> <p>3 Other References (Include Purchaser's Order No.) Autres références (inclure le no de commande de l'acheteur)</p> <p style="text-align: center;"><b>Federal Tax ID</b></p>																																
<p>4 Consignee (Name and Address) / Destinataire (Nom et Adresse)</p> <p><b>EVENT</b> <b>C/O - GOODKEY SHOW SERVICES</b> <b>ADDRESS</b></p> <p><b>Company Name:</b> <b>Booth Number:</b></p>		<p>5 Purchaser's Name and Address (if other than Cosignee) Nom et Adresse de l'acheteur (s'il diffère du destinataire)</p> <p><b>No Sale Involved    No sale (Display purpose only)</b></p> <p>6 Country of Transshipment / Pays de transbordement</p> <p><b>N/A    Country</b></p>																																
<p>VII.1 Is this a related company transaction? Est-ce que les compagnies sont liées entre elles?</p> <p>YES <input type="checkbox"/> OUI                      NO <input checked="" type="checkbox"/> NON</p>		<p>7 Country of Origin of Goods Pays d'origine des marchandises</p> <p style="text-align: center;"><b>Country</b></p> <p style="font-size: small;">If shipment includes goods of different origins, enter origins against items in field 12. Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12.</p>																																
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<p>XI.1 Total Number of Pieces / Nombre total de pièces</p>		<p>16 Total Weight / Poids total</p> <p>Net <b>N/A</b>                      Gross / Brut <b>412 Kilos</b></p>																																
<p>XI.1 If any fields of 1 to 17 are included on an attached commercial invoice, check this box Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case</p> <p>Commercial Invoice No./ No. De la facture commerciale <input type="checkbox"/></p>		<p>15 Invoice Total Total de la facture</p> <p style="text-align: right;"><b>Total Value Must Be Shown</b></p>																																
<p>19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)</p> <p style="text-align: center;">Name: <i>Complete this box when the shipper is OTHER than the owner of these Goods (Contact Name, Company Name, Address, Telephone Number, Etc.)</i></p> <p style="text-align: center;">Tel: Fax:</p>		<p>20 Originator (Name and Address) Expéditeur d'origine (Nom et adresse)</p> <p style="text-align: center;">Name: <i>Same as Shipper</i> <i>Indicate Telephone Number and Contact Name (Person who has knowledge of this shipment)</i></p> <p style="text-align: center;">Tel: Fax:</p>																																
<p>21 Departmental Ruling (if applicable) Décision ministérielle (s'il y a lieu)</p> <p style="text-align: center;"><b>N/A</b></p>		<p>22 If fields of 23 to 25 are not applicable, check this box Si les zones 23 à 25 sont sans objet, cocher cette case</p> <p style="text-align: right;"><input checked="" type="checkbox"/></p>																																
23	24	25																																

**CANADA CUSTOMS INVOICE / FACTURE DES DOUANNES CANADIENNES**

Page \_\_\_\_\_ of/de \_\_\_\_\_

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			14 Unit Price / Prix Unitaire	15 Total

XI.1 Total Number of Pieces / Nombre total de pièces

XI.1 If any fields of 1 to 17 are included on an attached commercial invoice, check this box Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case	16 Total Weight / Poids total Net <b>N/A</b>	Invoice Total 15 Total de la facture
Commercial Invoice No./ No. De la facture commerciale _____ <input type="checkbox"/>	Gross / Brut	

<p>19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)</p> <p style="text-align: right;">Name:  Tel:  Fax:</p>	<p>20 Originator (Name and Address) Expéditeur d'origine (Nom et adresse)</p> <p style="text-align: right;">Name:  Tel:  Fax:</p>
--	---

21 Departmental Ruling (if applicable) Décision ministérielle (s'il y a lieu) <b>N/A</b>	22 If fields of 23 to 25 are not applicable, check this box Si les zones 23 à 25 sont sans objet, cocher cette case <input checked="" type="checkbox"/>	
23	24	25

## EXHIBITOR PAYMENT POLICY

1. All orders for services from Goodkey Show Services must be accompanied by (1) a completed Credit Card Authorization form.

## 2. ELIGIBILITY FOR DISCOUNT PRICING

To qualify for the discount pricing offered, payment in full must accompany your order and be received in our offices no later than 4:00 PM, Mountain time on the deadline date on top of each order form. Purchase orders do not qualify for discount pricing.

## 3. SHOW SITE ORDERS

Charges for orders placed at show site by the cardholder and/or his or her representative will be added to the credit card number on file.

## 4. METHODS OF PAYMENT

Goodkey Show Services accepts American Express, MasterCard, Visa, Debit Card, Cheque, Bank Wire Transfer and e transfer. Please send e transfer payments to [accounting@goodkey.com](mailto:accounting@goodkey.com) Purchase Orders are not considered payment. Any cheque returned to us and / or any unapproved credit card transaction, for any reason, will incur a service charge of \$100.00.

## 5. BANK WIRE TRANSFER INFORMATION

To properly credit your account, please complete the Wire Transfer form included in this service manual and follow the instructions on the form. Please note that there is a minimum \$30.00 service charge applicable for CAD wire transfers and \$50.00 for all international wire transfers. Fees vary depending on the bank processing the transfer.

## 6. MATERIALS HANDLING

If you are shipping any material to this event, you must complete both the Materials Handling order, the Material Handling Agreement form and the Credit Card Authorization Form. All freight must be shipped to the correct address as instructed in this service manual.

PLEASE REFER TO SHIPMENTS DIRECT TO SHOW SITE ON THE MATERIAL HANDLING FORM.

Please ensure that all shipments are sent

“Prepaid” including all applicable taxes, duties, surcharges, etc. Any charges billed to Goodkey Show Services by your carrier following the event will be charged to the Credit Card number provided along with a \$150.00 service charge.

The greater of actual weight or dimensional weight will be charged on all incoming shipments in excess of 5,000 cubic inches. Dimensional weight is calculated as follows: L x W x H / 139.

Shipment arriving prior to receiving your completed materials handling order forms and / or not properly labeled with Goodkey Show Services shipping labels will incur a 10% surcharge.

## 7. POST EVENT STORAGE

All freight returned to the advanced storage warehouse following the event to await pick up by the Exhibitor Appointed Carrier will incur Post Show Freight Service charges. Storage charges, at standard industry rates, will be incurred on all freight remaining in our warehouse 3 days beyond the close of show. Storage rates begin at \$450.00 minimum, plus applicable service charge.

## 8. LABOR PROVIDED UNDER GOODKEY SHOW SERVICES SUPERVISION

Goodkey Show Services shall be responsible for the performance of labor provided under this option. Goodkey Show Services will not be liable for loss or damage caused by delay in labor beginning work when exhibitor requests labor to begin later than the start of the working day.

## 9. LABOR PROVIDED UNDER EXHIBITOR SUPERVISION

Exhibitor shall be responsible for the performance of labor provided under this option. The exhibitor shall supervise labor secured through Goodkey Show Services in a reasonable manner to prevent bodily injury and/or property damage. It is the exhibitors' responsibility to check in with the Goodkey Show Services Service Desk to collect labor, and to return to Service Desk to release labor when the work is completed.

## 10. CANCELLATIONS

All requests to cancel orders and for refunds must be made in writing no less than 7 full business days prior to Goodkey Show Services scheduled move-in. All cancellations are subject to a minimum 50% cancellation fee. Any cancellations made within 7 full business days of Goodkey Show Services scheduled move-in will be subject to a 100% cancellation fee.

## 11. ADJUSTMENTS / CLAIM(S) FOR LOSS

Exhibitor agrees that all claims for loss must be submitted to Goodkey Show Services, in writing, immediately at show site, and in any case, no later than the conclusion of the exhibit. Exhibitor understands and agrees that all claims made after the conclusion of the exhibit will be rejected and no adjustments will be made after the close of the show.

12. All materials and equipment are supplied on a rental basis for the duration of the event and remain the property of Goodkey Show Services.

13. It is understood and agreed that the exhibitor is responsible for the care, custody and control of all materials and equipment supplied by Goodkey Show Services and accepts full responsibility for any loss or damage to the equipment until it is returned to Goodkey Show Services.

14. Goodkey Show Services “Terms and Conditions”, “Payment Policy” and “Electrical Terms & Conditions” are subject to change at the sole discretion of Goodkey Show Services and without notice to any parties.

I confirm I have read and agree to the Terms and Conditions and Exhibitor Payment Policy by Goodkey Show Services. The Terms and Conditions will be binding as of the date that the Exhibitor is signed and accepted below.

Show Name	Show Code	Show Date	Booth Number
Show Venue	Email	Contact Name	Name Of Company
Signature			

**PLEASE READ CAREFULLY! YOU ARE ENTERING A CONTRACT WHICH MAY LIMIT YOUR POSSIBLE RECOVERIES IN CASE OF LOSS OR DAMAGE.**

The terms and conditions set forth below are part of the contractual agreement between Goodkey Show Services and you, the EXHIBITOR, who accepts the terms and conditions of this contract once any of the following are met.

The Credit Card Authorization form is signed; OR the Materials Handling Agreement is signed; OR the Exhibitor materials are delivered by a carrier to either the Goodkey Show Services (GSS) warehouse, an advanced storage warehouse OR a show site where Goodkey Show Services is the official show contractor; OR an order for labor and / or rental equipment is placed with Goodkey Show Services.

## DEFINITIONS

For purposes of this contract, Goodkey Show Services means Goodkey Show Services (GSS), and their employees, agents, officers, and related entities including but not limited to any subcontractors that GSS may appoint. The term "EXHIBITOR" means the Exhibitor, its employees, agents, representatives, and any Exhibitor Appointed Contractor (EAC). Furthermore, it is understood and agreed that the "Exhibitor" is in fact the "SHIPPER" for all purposes, and circumstances notwithstanding anything contained in this contract to the contrary.

## PAYMENT FOR SERVICES

Customer shall be liable for all unpaid charges for services performed by GSS or Agents. Customer authorizes GSS to charge their credit card directly for services rendered on its behalf acknowledges and agrees that all calculations provided by Customer are estimates only and are subject to verification and correction as deemed appropriate by GSS.

## CREDIT TERMS

All charges are due prior to service being performed. GSS has the right to require prepayment at the time of request for services. A failure to pay timely will result in Exhibitor having to pay in cash in advance for future services. GSS is authorized to charge Exhibitor credit card for any unpaid charges for services provided to Exhibitor including charges for return shipping. Any

charges not paid within 30 days of delivery of service will be subject to interest at a rate of 2% per month until paid in full.

## INBOUND AND OUTBOUND SHIPMENTS

Consistent with standard industry practices, there may be a lapse of time between the delivery of shipments to the booth and the arrival of the EXHIBITOR. During such time, the materials will be left unattended. GSS will not be held responsible or liable for any loss, damage, theft or disappearance of materials after same have been delivered to EXHIBITORS booth.

GSS will make every effort to deliver freight to your booth. However, physical limitations of freight elevators, load in doors, etc. may prevent us from doing so and, in these cases, all freight will be placed as close as possible to your booth.

Consistent with standard industry practices, there may be a lapse of time between the completion of packing and the actual pickup of materials from the booth for loading onto outbound carrier. During such time, the materials will be left unattended. GSS will not be held responsible or liable for any loss, damage, theft, or disappearance of materials before same have been picked up for reloading at the conclusion of the event.

All post show freight returned to the advanced storage warehouse will incur both Post Show Freight services charges and storage charges at standard industry prices. \$450.00 Minimum.

Inbound freight shipped to the incorrect advance storage warehouse will incur additional charges consistent with Post Show Freight rates, terms and conditions.

## PACKAGING & CRATES

GSS shall not be responsible for damage to loose, uncrated materials, pad wrapped or shrink wrapped, materials, glass breakage, concealed damage, carpets in bags or poly or materials improperly packed. In addition, GSS shall not be responsible for crates and packaging which are unsuitable for handling, in poor condition or have prior damage. Crates and packaging should be of a design to adequately protect contents for handling by forklift or similar means.

## DESIGNATED CARRIERS

In order to expedite removal of materials from show site, GSS shall have the

authority to change designated carriers if the carrier designated by EXHIBITOR does not pick up shipment(s) within 4 hours following close of exhibits. Where no disposition is made by EXHIBITOR., materials will be taken to GSS warehouse to await EXHIBITOR shipping instructions and EXHIBITOR agrees to be responsible for post show freight charges related to re-routing and handling. **IN NO EVENT SHALL GSS BE RESPONSIBLE OR LIABLE FOR ANY LOSS RESULTING FROM SUCH REROUTING.** EXHIBITOR hereby agrees and understands that the carrier's terms and conditions apply to their shipment and material once it has been accepted by said carrier. **GSS WILL NOT BE RESPONSIBLE OR LIABLE FOR FAILURE TO PROVIDE THESE CARRIER TERMS AND CONDITIONS TO THE EXHIBITOR.**

## DISPOSAL OF GOODS

GSS retains the right to dispose of goods left in our warehouse more than sixty (60) days following the event without liability.

## EMPTY CONTAINERS

Empty container labels will be available from the show site service desk. Affixing labels to the containers is the sole responsibility of EXHIBITOR. All previous labels should be removed or obliterated. GSS assumes no responsibility for.

Error in above procedures removal of containers with old empty labels, removal of containers without GSS empty labels, improper information on empty labels. GSS assumes no liability for loss or damage to goods or crates, or the contents therein, while containers are in storage.

## EXHIBITOR RESPONSIBILITIES

It is agreed and understood that the Exhibitor is responsible for the care and control of all materials and equipment provided by GSS and accepts full responsibility for any loss or damage to the materials and equipment until it is returned to GSS. All materials and equipment are supplied on a rental basis for the duration of the show and remain the property of GSS. All rentals include delivery, installation and removal from your booth.

## GSS' RESPONSIBILITIES

GSS shall be responsible only for those services which it directly provides. GSS assumes no responsibility for any

I confirm I have read and agree to the Terms and Conditions and Exhibitor Payment Policy by Goodkey Show Services. The Terms and Conditions will be binding as of the date that the Exhibitor is signed and accepted below.

persons, parties or other contracting firms not under GSS' direct supervision and control. GSS shall not be responsible for any loss or damage due to strike, lockouts, work stoppages, natural elements, vandalism, acts of God, civil disturbances, power failure, explosions or any other circumstance over which it has no control.

GSS shall not be liable for damage, loss or delay to uncrated freight, freight improperly packed, glass breakage or concealed damage. GSS shall not be liable for ordinary wear and tear in handling of goods or damage of any kind to shrink wrapped goods. All goods should be able to withstand handling by heavy equipment including, but not limited to, forklifts, pallet jacks and dollies. It is the sole responsibility of the Exhibitor to ensure that all goods are packaged correctly prior to shipment or movement on or off the exhibit floor.

**INDEMNIFICATION**

EXHIBITOR agrees to indemnify, forever hold harmless and defend GSS and their employees, officers and agents from and against all demands, claims, causes of action, fines, penalties, damages (including consequential), liabilities, judgements and expenses (including but not limited to reasonable attorneys' fees and investigation costs) on account of personal injury or death, damages to or loss of property or profits arising out of, or contributed to, by any of the following:

- EXHIBITOR'S negligent supervision of any labor secured through GSS, or the negligent supervision of such labor by any of EXHIBITOR'S employees, agents, representatives, customers, invites and/or any Exhibitor Appointed Contractor (EAC).
- EXHIBITORS negligence, willful misconduct, or deliberate act, or the negligence, willful misconduct, or deliberate act of EXHIBITOR'S employees, agents, representatives, customers, invitees, and/or (EAC) at the show or exposition to which this contract relates, including but not limited to the misuse, improper use, unauthorized alteration, or

negligent handling of GSS' equipment.

- EXHIBITOR'S violation of federal, provincial, or local ordinance.
- EXHIBITOR'S violation of Show Regulations and/or Rules as published and set forth by facility and/or Show Management.

**INSURANCE**

It is understood that GSS is not an insurer. Any insurance shall be obtained by EXHIBITOR in amounts and for perils determined by EXHIBITOR. EXHIBITOR agrees to provide GSS with a release and waiver of subrogation to the extent of any insurance settlement received.

**CLAIM(S) FOR LOSS**

EXHIBITOR understand and agrees that all claims for loss or damage must be submitted, in writing, to GSS immediately at show site, and in any case, no later than the conclusion of the show. For purposes of claim reporting the "conclusion" of the show shall be construed as the time show EXHIBITOR'S materials are delivered to the carrier for transportation from show site. EXHIBITOR agrees and understands that all claims after this time shall be rejected.

**MAXIMUM RECOVERY**

If found liable for any loss, GSS' sole and exclusive MAXIMUM liability for loss or damage to EXHIBITOR'S materials and EXHIBITOR'S sole and exclusive remedy is limited to repair or replacement of like kind and quality, subject to a dollar amount limit equal to the amount paid by EXHIBITOR to GSS for material handling services during the show or exposition under this contract.

**MISCELLANEOUS**

EXHIBITOR, as a material part of the consideration to GSS for material handling services, waives and releases all claims against GSS, its' employees, agents, and officers with respect to all matters for which GSS has disclaimed liability pursuant to the provisions of this contract.

The EXHIBITOR acknowledges that he or she has read this agreement, understands it and agrees to be bound by its terms, and further agrees that it is the complete and exclusive agreement between the parties. The invalidity or unenforceability of any provision hereof shall not affect, modify or impair the validity and enforceability of all other provisions herein.

**BREACH OF CONTRACT AND / OR NEGLIGENCE ONLY**

GSS' liability shall be limited to any loss or damage which results solely from GSS' negligence in the actual physical handling of the items comprising EXHIBITOR'S shipment(s) OR which results from BREACH OF THIS CONTRACT and not for any other type of damage or loss. In no event shall GSS be liable to the exhibitor or to any other party for special, collateral, exemplary, indirect, incidental or consequential damages, whether such damages occur either prior to, subsequent to or are alleged as a result of tortious conduct, failure of the equipment or services of GSS or breach of any of the provisions of this agreement regardless of the form of action, whether in contract or notice of the possibility of such damages, or far any damages caused by EXHIBITOR'S failure to perform EXHIBITOR'S responsibilities. Such excluded damages include, but are not limited to, loss of profits, loss of use or business interruption, or other consequential or indirect economic loss(es).

**JURISDICTION**

THIS CONTRACT SHALL BE CONSTRUED UNDER THE LAWS OF THE PROVINCE OF ALBERTA, BRITISH COLUMBIA, MANITOBA, NEW BRUNSWICK, NEWFOUNDLAND AND LABRADOR, NORTHWEST TERRITORIES, NOVA SCOTIA, NUNAVUT, ONTARIO, PRINCE EDWARD ISLAND, QUEBEC SASKATCHEWAN, AND YUKON WITHOUT GIVING EFFECT TO ITS CONFLICT OF LAWS RULES.

I confirm I have read and agree to the Terms and Conditions and Exhibitor Payment Policy by Goodkey Show Services. The Terms and Conditions will be binding as of the date that the Exhibitor is signed and accepted below.

Show Name	Show Code	Show Date	Booth Number
Show Venue	Email	Contact Name	Name Of Company
Signature			

# METHOD OF PAYMENT

**IMPORTANT!** If you are planning to utilize any of the services provided by **Goodkey Show Services**, please carefully complete and return this form with all your display requirements.

Name of Company:	Contact:	Booth Number:
Address:	Telephone No:	Fax No:
City, Province/State, Postal Code:	Email:	

<input type="checkbox"/> <b>Cash / Wire Transfer / E-Transfer</b>  Please send all e-transfers to <b>accounting@goodkey.com</b>	<input type="checkbox"/> <b>Third Party Authorization</b> FOR USE OF AN EXHIBITOR APPOINTED CONTRACTOR: We understand and agree that we, the exhibiting firm, are ultimately responsible for payment of charges. In the event that the named third party does not discharge payment of the invoice prior to the last day of the show, charges will revert to the exhibiting company. All invoices are due and payable upon receipt, by either party.  The items checked below are to be invoiced to the third party:
<input type="checkbox"/> <b>Company Cheque</b> (REQUIRE A CREDIT CARD BACKUP) Please make cheque payable to: <b>Goodkey Show Services Ltd.</b> <b>Note: No cheques will be accepted after the order deadline date.</b> <b>Address: Goodkey Show Services Ltd.</b> <b>5506 - 48 ST NW</b> <b>Edmonton, Alberta</b> <b>T6B 2Z1</b>	<input type="checkbox"/> ALL SERVICES <input type="checkbox"/> BOOTH CLEANING <input type="checkbox"/> I & D LABOUR <input type="checkbox"/> MATERIAL HANDLING / IN & OUT <input type="checkbox"/> RENTAL FURNITURE & CARPET <input type="checkbox"/> SIGNS <input type="checkbox"/> OCTANORM <input type="checkbox"/> OTHER (please specify) _____
<input type="checkbox"/> <b>Credit Card</b> For your convenience, we will use this authorization to charge your credit card account for your advance orders, and any additional amounts incurred as a result of show site orders placed by your representative. These charges may include labour. Please complete the information requested below:  <input type="checkbox"/> MASTER CARD <input type="checkbox"/> VISA <input type="checkbox"/> PERSONAL <input type="checkbox"/> COMPANY  _____ Expiration Date: _____ CVC: _____  Cardholders name: _____  Signature: _____ <b>Cardholders Billing Address</b>  Street: _____  City/Province: _____  Postal Code: _____	Third Party Agent: _____ Account #: _____  Expiration Date: _____ CVC: _____  <input type="checkbox"/> PERSONAL CREDIT CARD <input type="checkbox"/> COMPANY CREDIT CARD  Cardholders name: _____  Signature: _____  <b>Cardholders Billing Address</b> Street: _____  City/Province: _____  Postal Code: _____  Phone Number: _____ Fax Number: _____  Email: _____
*Please note: Adjustments will not be made after the closure of the show. Please visit our on-site service desk for any questions or concerns regarding your order with Goodkey. We have read, understand and agree to all terms as described above and have advised our show site representative accordingly.	
Exhibitor Signature: _____  Print Name: _____  Date: _____	

If you are utilizing Wire Transfer Payment to Goodkey Show Services please complete the following and return to [accounting@goodkey.com](mailto:accounting@goodkey.com) along with your bank confirmation documents.

Event Name: \_\_\_\_\_ Booth #: \_\_\_\_\_

Company Name: \_\_\_\_\_ Sender's name: \_\_\_\_\_

Email address: \_\_\_\_\_ Tel. No. \_\_\_\_\_

Amount transferred: \_\_\_\_\_ Date of transfer: \_\_\_\_\_

**Please note: Orders placed remains unconfirmed until the funds are received by Goodkey.**

Receiver Name: Goodkey Show Services Ltd

Receiver Address: 5506 – 48 St. NW  
Edmonton, Alberta T6B 2Z1

Country: Canada

Bank Name: CIBC – Canadian Imperial Bank of Commerce

Bank Address: 10102 – Jasper Ave  
Edmonton, Alberta, Canada T5J 1W5

Account No. 11-27918

Transit #: 00059

Bank #: 010

Swift Code: CIBCCATT

Routing #: CC001000059

**Note: Please add \$ 50.00 bank fee for all international wire transfers and \$ 30.00 for all Canadian wire transfers.**

**Additional info: We have recently noticed a spike in phishing scheme trying to gain access to confidential information from companies. We ask that if you receive a requests from Goodkey to update our payment information, or notice any irregularities, to please contact our office at 780-426-2211 and speak to Rodella or Calvin Goodkey to confirm the authenticity of the request.**

# GREEN FOR LIFE MAGAZINE OFFICIAL SHOW GUIDE



## LOOKING FOR A UNIQUE WAY TO REACH A VERY TARGETED AUDIENCE?

The October/November/December edition of our quarterly *Green for Life* magazine is published a few weeks prior to the Green Industry Show & Conference (GISC), which takes place every November.

The magazine doubles as the official show guide and lists the GISC's exhibitors and the key products they sell and distribute. It also contains a complete guide to the educational conference and related events.

1,500 copies are printed with 1,000 distributed to the ornamental horticultural sector in advance. Copies are also provided on-site, free to conference and trade show delegates.

## LANDSCAPE ALBERTA MEMBERS RECEIVE A 15% DISCOUNT ON ALL AD RATES

Outside Back Cover	\$1890	Inside 1/2 Page B/W	\$795
Inside Front/Back Cover	\$1730	Inside 1/3 Page Colour	\$900
Double Page Spread	\$2205	Inside 1/3 Page B/W	\$660
Inside Full Page Colour	\$1745	Inside 1/4 Page Colour	\$650
Inside 1/2 Page Colour	\$1230	Inside 1/4 Page B/W	\$505
Ad Size	Inches (w x h)	Ad Size	Inches (w x h)
Covers	8.5 x 11*	1/3 Page Vertical	2.33 x 10
Full Page	7.5 x 10	1/3 Page Horizontal	7.5 x 3.33
1/2 Page Vertical	3.583 x 10	1/3 Page Island	4.83 x 4.83
1/2 Page Horizontal	7.5 x 4.83	1/4 Page	3.58 x 4.83
1/2 Page Island	4.83 x 7		

\*Full page ad only: Include a 0.125 inch bleed on all sides

## POLICIES

We reserve the right to refuse, cancel, or edit advertising. Payment terms are net 30 days. Invoice and tear sheets are sent after publication.

## PRODUCTION FEES

Charges are applied for ad creation, client-ordered alterations to produce artwork, re-sizing non-standard ads, ads not print ready and other design services. Rates are \$40 per hour 1/2 hour minimum.

## PLACEMENT REQUEST

Ad placement will be based on magazine content and printing layout requirements. Placement is at the discretion of the publisher. With the exception of covers, no guarantee is given as to placement location.

**Contact Lisa To Book Your Advertising Today!**  
[lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com)

# INCREASE TRAFFIC TO YOUR BOOTH WITH THE PASSPORT PROGRAM!

## 2024 GREEN INDUSTRY SHOW PASSPORT PROGRAM APPLICATION FORM

### PASSPORT PROGRAM RULES:

- A maximum of 15 exhibitors permitted to participate in the program
- Acceptance is on a **first-come, first-served** basis
- Participating exhibitors must supply company logo in a timely manner and in a format suitable for printing (300 ppi. tif or jpg image; to be mailed to: [lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com))
- Company representatives must be in the booth at all times to stamp passports
- Application must be received by September 19, 2024 to ensure inclusion in the show guide
- Passport program is available to paid, commercial vendors only
- Exhibitors are not eligible to collect stamps from participating sponsors unless they have registered for the Conference sessions
- GISC management shall have final decision on all aspects of the passport program

### HOW THE PASSPORT WORKS:

- Each trade show delegate will receive a passport at registration.
- The passport will list 15 participating exhibitors, including their company logo, booth number and location on the floor plan.
- Delegates visit each participating exhibitor to have their passport book stamped.
- Completed books can be entered into the draw for prizes (total prize value approx. \$600).
- A draw box will be positioned at

the trade show entrance/exit and in the Landscape Alberta booth.

**Cost to be a participating exhibitor: \$300 + GST**

### WHAT YOU GET:

- Increased traffic to your booth as the passport program specifically directs delegates to you.
- Your company logo and booth number on every passport, distributed to all delegates (1,000 printed).
- Advertisements featuring participating companies in the October/November/December issue of *Green for Life* Magazine (show guide).

Exhibitor Company: \_\_\_\_\_ Booth Number: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Company Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov/State: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_ Cell: \_\_\_\_\_

Email: \_\_\_\_\_

### Payment Information (GST Reg# 107595530)

Passport Sponsor \$300 + \$15 (5% GST) = **\$315**  Visa  Mastercard

Card Number: \_\_\_\_\_ Expiry Date: \_\_\_\_\_ / \_\_\_\_\_

Name on Card: \_\_\_\_\_ Signature: \_\_\_\_\_

Email receipt to: \_\_\_\_\_

**To Book Contact [lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com)**



# BRANCHING OUT 2024

NOVEMBER 20TH - 21ST  
 RED DEER, AB

## ADVERTISING & SPONSORSHIP OPPORTUNITIES

## PROMOTE YOUR BUSINESS WITH THE GREEN INDUSTRY SHOW & CONFERENCE

### REGISTER TODAY

1-800-378-3198

[WWW.GREENINDUSTRYSHOW.COM](http://WWW.GREENINDUSTRYSHOW.COM)

# CONFERENCE PROGRAM ADVERTISING



3500 copies are printed and distributed to landscape contractors, greenhouse operators, garden centre buyers, nursery growers, landscape architects, municipal agencies, and parks departments.

The conference program is a guide to the educational workshops and sessions, the schedule, related events, and more.

## SPACE IS LIMITED!

**BOOK BY JULY 31 TO RESERVE YOUR SPOT!**

**ARTWORK DUE BY AUGUST 15**

**RATES STARTING AT \$740  
LANDSCAPE ALBERTA MEMBERS SAVE 15% ON PRINT ADVERTISING.**

Ad Location	# Available	Ad Size	Regular Rate	Member Rate
Back Cover	1	5" w x 4.75" h	\$1535	\$1305
Inside Front/Back Cover	2	5.5" w x 8.5" h	\$1180	\$1005
Inside Full Page	2	5" w x 8" h	\$1070	\$910
Inside Half Page	3	5" w x 3.875" h	\$740	\$630

## PRINT PRODUCTION ARTWORK SPECIFICATIONS

Artwork supplied by clients is to adhere to the following specifications:

- Electronic layout and pre-press are designed in Adobe Creative Suite.
- Digital files must be in PDF or TIFF format at 300 dpi resolution. Files must have fonts embedded.
- Logos must be supplied as a TIFF or JPG at 300 dpi.
- Ads not print ready will be charged production fees.
- Faxed copies will not be accepted.
- Proofs are supplied for review and signature. A signed proof is required to proceed to press.
- The publisher is not responsible for colour reproduction on supplied advertising.

## YES! PLEASE RESERVE MY ADVERTISING SPACE IN THE CONFERENCE PROGRAM

Ad size:  Full page  Half page  Inside cover  Back cover & front logo

Note: All ads will be printed in colour

Company: \_\_\_\_\_

Contact: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Upon completion of this form, an Advertising Contract will be sent to the email address above for your authorization. Ad space will be confirmed on return of the signed contract.

## EMAIL YOUR COMPLETED FORM TO:

[lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com)

Lisa Brick, Landscape Alberta at 587-404-1346

# 2024 SPONSORSHIP OPPORTUNITIES

\*Please note that all sponsorships will include your logo on all our promotional material, websites and in our special Show Edition of the *Green for Life* magazine (if sponsorship booked by September 13th), as well as mentions on social media.

## FULL EVENT SPONSORSHIPS

### LANYARDS **SOLD**

Exclusive (includes 1000 lanyards) ..... \$3500  
Capture the attention of hundreds of delegates as they wear your company name, which is seen throughout the event. This marketing item will be given to delegates as they pick up their badge. Sponsor is to supply approx. 1000 lanyards. Unused lanyards will be returned.

### GISC AFTER PARTY **SOLD**

Exclusive ..... \$1000  
**NEW GISC EVENT!** The GISC After Party will take place on Thursday at the Garden Lounge at our host hotel. The After Party is a great way to gather all attendees together to raise a glass and kick back at the end of GISC 2024's first day! Take advantage of this opportunity to be the exclusive host of this fun filled event!

### REGISTRATION AREA VIDEO DISPLAY

Exclusive ..... \$1000  
GISC 2024 will have an informative video display in the lobby of the event. This display will feature information on the Trade Show and Conference including sessions times, descriptions, operating hours, etc. The exclusive sponsor of this element will have the opportunity to have their logo displayed in the scrolling content or, if they wish, provide a 10 second non audio video or slide advert to add to the content. (sponsor to provide media)

## TRADESHOW SPONSORSHIPS

### CARPET STICKERS

#### AISLE STICKERS:

Exclusive (exhibitors only) ..... \$2000  
One of the most visible opportunities at the show. Hundreds of green industry professionals will see your logo/name as they explore the show. Custom aisle markers (stickers) will be positioned at both ends of each aisle (12 total). Visibility outside your booth doesn't get any better than this!

### DIRECTION STICKERS

Semi-exclusive (max. 3 participants) ..... \$1000  
A custom carpet sticker will lead delegates directly to your booth. This opportunity includes placement of up to three (3) stickers, with one (1) at the main entrance to the show floor and the other two (2) at key intersections. (Size: 2'x2')

(Artwork is to be provided by the sponsor, is subject to GISC approval, and includes production costs.)

### CHARGING STATIONS

Exclusive ..... \$2000  
Sponsor six charging units at stations spread throughout the trade show. These stations include a screen that can contain your logo or even run a video style advertisement. More information can be provided upon request. (sponsor to provide logo/artwork/video)

### DELEGATE CARRY BAGS **SOLD**

Exclusive ..... \$1500  
Imagine your company name on hundreds of show bags! Show bags will be made available to all delegates as they enter the trade show. Sponsor to supply and be responsible for restocking display racks. Sponsor may hand out bags as delegates enter the trade centre.

### HYDRATION STATION/WATER COOLERS

Non-exclusive (max. 3 participants) ..... \$500  
Make an impact and reinforce your company image during the trade show by having your company logo displayed on water coolers (2) in the trade show hall. Sponsor has the option to supply cups with company logo.

### TAILGATE PARTY

Exclusive ..... \$1500  
Don't miss your chance to host this fun, well-attended social event at the GISC. The casual atmosphere allows you to mingle with delegates over refreshments after the close of the tradeshow Thursday. The sponsor receives \$300 worth of drink tickets to hand out to delegates.

### TAILGATE PARTY GAME SPONSOR **SOLD**

Exclusive ..... \$250.00  
This year our Tailgate Party will feature a corn hole game! Don't miss your chance to sponsor this fun activity. The event location will contain a sign naming you as sponsor and you will receive recognition in all GISC marketing vehicles.

## SPONSORS ARE RECOGNIZED ON EVENT SIGNAGE, IN THE CONFERENCE PROGRAM, AND IN *GREEN FOR LIFE* MAGAZINE.

(Subject to date of agreement. Some exceptions apply.)

Contracts must be in place by **September 13th, 2024** to meet all publication deadlines.

## PROMOTE YOUR COMPANY BY TAKING ADVANTAGE OF THESE CORPORATE EXPOSURE OPPORTUNITIES



### JOB BOARD

Exclusive ..... \$500  
As a staple of the GISC, the on-site job board provides career opportunities and HR solutions for the industry. Job listings will also be available to view on the GISC website, when submitted before the deadline.

### OUTDOOR DISPLAYS

Exhibitors only (solo promotion) ..... \$1000  
Exhibitors only (with co-promotion of GISC) ..... \$500  
\*Plus parking fees charged by venue (by parking stall or linear foot). Park your equipment, vehicle, or trailer outside the event venue to help welcome visitors to GISC. Space is limited.

### CLIPPINGS SPOTLIGHT

Non-exclusive ..... \$300 (limited amount)  
In the months leading up to GISC 2024, we are offering the opportunity for your company to have a Sponsor Spotlight write up put into our bi-monthly e-Newsletter, Clippings. What a great way to inform potential customers of what you have to offer and encourage them to visit you at the Show.

\*Content to be provided by sponsor but subject to approval by Landscape Alberta.

## CONFERENCE SPONSORSHIPS WORKSHOPS/SESSIONS

### EDUCATION CHAMPION

Exclusive (per room) ..... \$1200  
Promote your company while supporting leading-edge industry education. As an Education Trailblazer your sponsorship includes exclusive sponsorship of a room for the full conference (all sessions), the opportunity to place signage in the room and provide promotional material for attendees.

### EDUCATION TRAILBLAZER

Exclusive (per room, per day) ..... \$650  
As an Education Champion, your sponsorship includes exclusive sponsorship of a room for a full conference day (3 sessions), the opportunity to place signage in the room and provide promotional material for attendees.

## landscape alberta



## CONTACT:

Lisa Brick at [lisa.brick@landscape-alberta.com](mailto:lisa.brick@landscape-alberta.com) or **587-404-1346**

### EDUCATION SUPPORTER

Non-exclusive (per session) ..... \$300  
As an Education Supporter, you will be the exclusive sponsor for one conference session and the opportunity to place signage in the room and provide promotional material for attendees.

### NOTEPAD & PENS **SOLD**

Exclusive ..... \$750  
For maximum marketing impact, put your corporate identity right into the hands of conference delegates both during the conference and afterwards. Sponsor to supply approx. 500 notepads and pens.

### CONTINENTAL BREAKFAST ONE DAY

Non-exclusive ..... \$600  
Continental breakfast for delegates is one of the most appreciated features at the conference. This entitles you to sponsorship of the continental breakfast for one day of the conference.

### CONTINENTAL BREAKFAST TWO DAY

Exclusive ..... \$1000  
Continental breakfast for delegates is one of the most appreciated features at the conference. This entitles you to sponsorship of the continental breakfast for both days of the conference.

### MORNING COFFEE ONE DAY

Non-Exclusive ..... \$600  
Coffee and tea gets delegates energized for a productive day. Get the jump on the competition by providing this staple morning pick-me-up! This entitles you to sponsorship of the morning coffee for one day of the conference.

### MORNING COFFEE TWO DAY **SOLD**

Exclusive ..... \$1000  
Coffee and tea gets delegates energized for a productive day. Get the jump on the competition by providing this staple morning pick-me-up! This entitles you to sponsorship of the morning coffee for both days of the conference.

For exclusive sponsorship opportunities, the previous year's sponsor has first-right-of-refusal until a predetermined date.

Note: GST will be added to all prices.

The Green Industry Show and Conference is produced and managed by Landscape Alberta. GISC proceeds go back to the Industry to support the work and programs of the association.

**The Landscape Alberta  
Nursery Producers Group  
invites you to their**

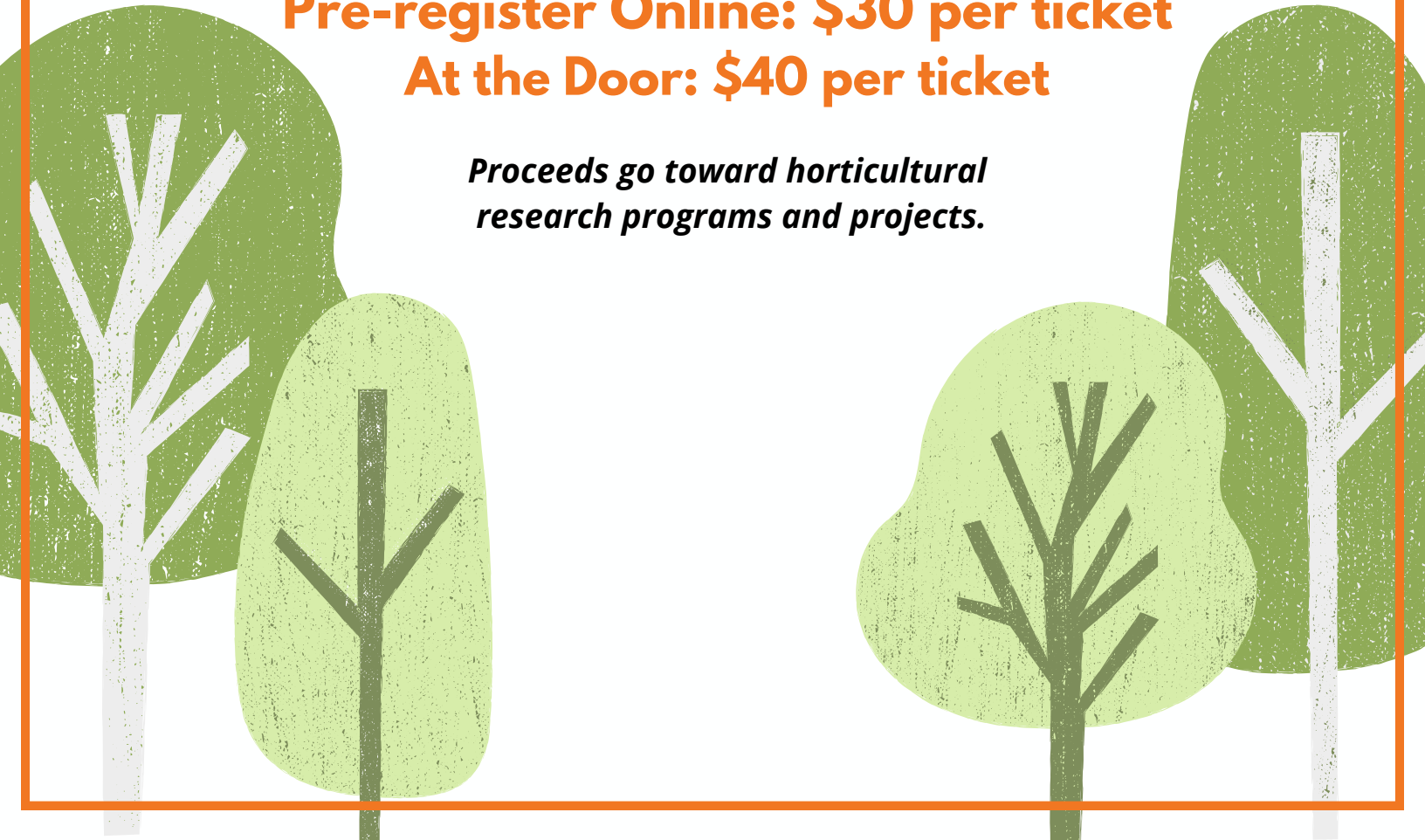
*Annual Live & Silent Auction*

**Tuesday, November 19, 2024 - 5:00 pm to 10:30 pm  
Red Deer Resort & Casino, 3310 - 50 Avenue, Red Deer, AB**

**Join in the fun at this year's auction! Dinner and cash bar.**

**Pre-register Online: \$30 per ticket  
At the Door: \$40 per ticket**

*Proceeds go toward horticultural  
research programs and projects.*

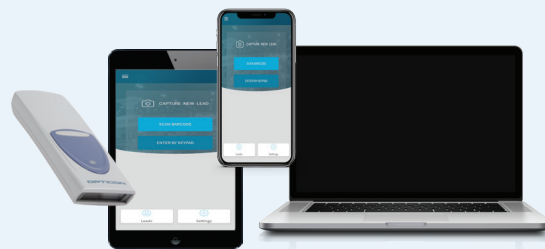


# Accelerate Your Business Today!



Order early for the best rate  
[order.conexsys.com](http://order.conexsys.com)  
 EVENT CODE:

With MyLEADS by CONEXSYS convert digitally collected sales leads into customers. Backed by expert support and sound technology, gain access to customizable tools and key delegate information.



## MyLEADS - Mobile

Real-time attendee lead information. Ability to either scan badges or type badge ID's. Multiple device options (Android/Apple), which sync to your exhibitor lead portal. Modify custom qualifiers on demand through your exhibitor lead portal. Internet access is required (NOT INCLUDED).

### Features

- ✓ Scan Anywhere, Any Time
- ✓ Custom Qualifiers / Demographics
- ✓ Instant Lead Data
- ✓ On Demand Follow Up
- ✓ Reporting Portal
- ✓ Add Notes to Leads
- ✓ Export Leads to Excel
- ✓ Use Your Own Device (1 License Per Device)



## MyLEADS - Connect

Use your own scanner at the event to collect leads using our API. Once your order is processed, API documentation and a token key are sent. Multiple device connections are allowed. One company per unique token key.

### Features

- ✓ Scan Anywhere, Any Time
- 🔒 Custom Qualifiers / Demographics
- ✓ Instant Lead Data
- ✓ On Demand Follow Up
- 🔒 Reporting Portal
- 🔒 Add Notes to Leads
- 🔒 Export Leads to Excel
- ✓ Use Your Own Device (Multiple Device Connections)







## MyLEADS - Standard

A small, lightweight & easy to carry scanner. Equipped with just one button and onboard, it is an easy, straight forward & economical method to collecting your leads. An electronic file is provided within one business day after the end of the event. No electrical power is required. Barcode Scanners must be picked up at Lead Retrieval Service Desk onsite.

### Features




- ✓ Scan Anywhere, Any Time
- ✓ Custom Lead Menu
- 🔒 Instant Lead Data
- 🔒 On Demand Follow Up
- 🔒 Reporting Portal
- 🔒 Add Notes to Leads
- ✓ Export Leads to Excel
- ✓ Use our Rental Device (Pick up at Lead Retrieval Desk)

 <b>Order early for the best rate</b> order.conexsys.com EVENT CODE:		Qty	Price	Subtotal
 <b>MyLEADS - Mobile</b> 3 Licenses Use our app on up to 3 of your mobile devices to capture leads that sync instantly to your exhibitor lead portal in real-time. (Internet connection required for real time data. Internet not included)	<b>Early</b> Until 2024-11-08			
	<b>Regular</b>			
<b>MyLEADS - Mobile - Additional License</b>				
 <b>MyLEADS - Connect</b> Use your own device and scanner at the event and connect directly to the database using our API.	<b>Early</b> Until 2024-11-08			
	<b>Regular</b>			
 <b>MyLEADS - Standard</b> Use our small, light weight & easy to carry scanner, equipped with just one key that allows for straight forward use. Scanner(s) must be picked up and returned to the lead retrieval desk.	<b>Early</b> Until 2024-11-08			
	<b>Regular</b>			
Subtotal				
Tax(5%) +				
Total =				

**Please Note**

MyLEADS - Mobile activation codes, lead portal login link and set up instructions will be sent in a separate email. All equipment is offered on a rental basis and must be returned to the lead retrieval desk at the start of the scheduled exhibit breakdown period. All equipment is the sole responsibility of the exhibitor during the rental period. Lost or damaged equipment is subject to an additional charge, up to the full replacement cost of \$800. CONEXSYS will take reasonable precautions to ensure the safety and integrity of the data produced from this service and does not accept liability for any losses incurred resulting from missing or invalid information. **Barcode Scanners must be picked up at the Lead Retrieval Services Desk onsite.** To order onsite, please see CONEXSYS at the Lead Retrieval Services Desk. HST/GST #134 737 477 | Total Amount due in Canadian Dollars. All refunds are subject to a 20% administration fee.

Contact Information	
Company	<input type="text"/>
Booth #	<input type="text"/>
Address	<input type="text"/>
City	<input type="text"/>
Province/State	<input type="text"/>
Postal/Zip Code	<input type="text"/>
Onsite Contact	<input type="text"/>
Onsite Phone	<input type="text"/>
Email (for Leads)	<input type="text"/>

Payment Information	
	  
Card Number	<input type="text"/>
Name on Card	<input type="text"/>
Expiration Date	<input type="text"/>
CVV #	<input type="text"/>
Ordered By	<input type="text"/>
Email (for receipt)	<input type="text"/>
Signature	<input type="text"/>

## MyLEADS - Standard Lead Menu (Optional)

Exhibitor: \_\_\_\_\_

Booth: \_\_\_\_\_

References (Maximum 8)			
Ex. Sales reps, Territories, Divisions,			
1		5	
2		6	
3		7	
4		8	

Products/Services			
1		14	
2		15	
3		16	
4		17	
5		18	
6		19	
7		20	
8		21	
9		22	
10		23	
11		24	
12		25	
13		26	

Follow ups (Maximum 8)			
<input type="checkbox"/>	1. Phone call		OTHER
<input type="checkbox"/>	2. Sales visit	<input type="checkbox"/>	
<input type="checkbox"/>	3. Demonstration	<input type="checkbox"/>	
<input type="checkbox"/>	4. Quotation	<input type="checkbox"/>	
<input type="checkbox"/>	5. Send literature	<input type="checkbox"/>	
<input type="checkbox"/>	6. Hot lead (urgent)	<input type="checkbox"/>	
<input type="checkbox"/>	7. See notes	<input type="checkbox"/>	
<input type="checkbox"/>	8. Ready to purchase	<input type="checkbox"/>	
<input type="checkbox"/>	9. Makes purchasing decision	<input type="checkbox"/>	
<input type="checkbox"/>	10. Order placed at show	<input type="checkbox"/>	

**PLEASE TYPE OR PRINT**



# RED DEER

RESORT & CASINO

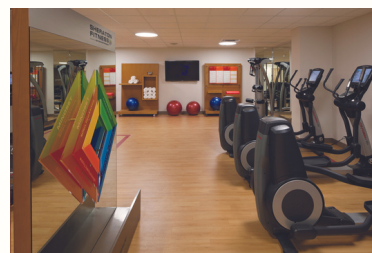
## LANDSCAPE ALBERTA

(November 18 - 21, 2024)

**Guest Special Room Rate of \$139.00**

Room amenities include:

- 42" flat screen television
- Complimentary in-room Keurig Coffee Maker
- Complimentary high-speed Internet (wireless)
- Mini fridge and microwave



Welcome to Red Deer Resort and Casino, your home away from home.

Conveniently located midway between Calgary and Edmonton. Feel refreshed in our 241 contemporary guestrooms and suites, providing spacious surroundings for your comfort. Indulge in culinary delights at our three distinctive on-site restaurants, complemented by a stylish lobby lounge connecting to a patio.

### ***Amenities to enjoy:***

- Seamless Connectivity
- Unrivaled Relaxation: Escape to tranquility with an indoor heated pool and 24-hr Fitness Centre
- Do Business with Ease: Attend to your business requirements at the round-the-clock Business Center.
- Culinary Delights: Delight in an à la carte breakfast on weekdays and a lavish weekend brunch at our Restaurant. Experience the refreshing ambiance of our Garden Terrace Lounge.
- Tesla Charging Stations

Reservation Deadline: October 14, 2023

Online: <https://reservations.travelclick.com/108483?groupID=4210984>

Phone: 403-755-8830