

GES is pleased to have been selected the official service contractor by the Show Organizer to design and produce your show. Our goal is to ensure your show participation is a success.

GES is involved in many areas relative to the show and if at any time during the planning process you are unsure where to turn, just ask us, we are at your service.

Please ensure that you review this section carefully as it contains information, **DISCOUNT PRICES** and order forms for each of the many services being provided by **GES**.

For your convenience, we will be offering the following services:

- ✓ **Expresso Online Ordering**
- ✓ **Furnishings**
- ✓ **Specialty Furnishings**
- ✓ **GEM Accessories**

To take advantage of our **DISCOUNT PRICING**, all order forms and full payment must be received on or before the Discount Date of **October 1, 2015** as indicated on each form. **GES** accepts Visa, MasterCard, American Express, Cheques and Cash as methods of payment for our services. All exhibitors are responsible for payment of G.S.T. when exhibiting in Alberta.

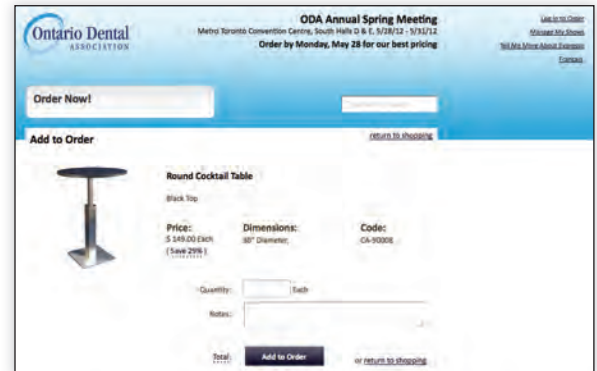
If you need assistance or additional information, please contact our **Exhibitor Services Department at (780) 469-7767**.



Accelerate your experience with Expresso exhibit planning, ordering and management.

Exhibitors can order everything they need for their tradeshow exhibit through Expresso, our simple to navigate, picture-driven system that satisfies your need for speed. With just a few clicks exhibitors can order GES products and services including:

- Booth furniture.
- Carpet and flooring.
- Material handling.
- Booth labour.
- And much more.



Expresso is more than just an online exhibitor manual. Exhibitors can:

- Order exhibit products and services.
- Print shipping labels.
- View important show and event information.
- Download the show schedule into Outlook or iCalendar.
- View account order status and history.



Experience a difference with Expresso.

- Each show has their own custom website.
- Runs on all browsers for PCs, Macs and tablets.
- Everything in one place; all organizer and show information, ordering and even third party forms.
- Keeps you on-time and on-budget.



SHOW NAME:	SYSCO Food Services Trade Show	DISCOUNT PRICE	
SHOW DATE:	October 14, 2015	DEADLINE DATE:	October 1, 2015

TO:	GES Edmonton
FAX:	780-469-1619
EMAIL:	edmonton@ges.com
DATE:	_____
FROM:	_____
COMPANY:	_____
PHONE:	_____
EMAIL:	_____
SHOW NAME:	_____
BOOTH #:	_____



To help us ensure we have received your entire order and we have the correct totals, check off those forms you are sending us and complete value section for each form

	GES ORDER FORM (s)	Pg. Total
<input type="checkbox"/>	Credit Card Authorization	\$
<input type="checkbox"/>	Third Party Billing	\$
<input type="checkbox"/>	Furnishings	\$
<input type="checkbox"/>	Speciality Furnishings	\$
<input type="checkbox"/>	GEM Exhibit Accessories	\$
<input type="checkbox"/>		\$

Please call to confirm receipt of your order.

pricing send your order in
deadline Date noted above.

THANK YOU FROM GES

SHOW NAME:

SYSCO Food Services Trade Show

DISCOUNT PRICE

DEADLINE DATE:

October 1, 2015

SHOW DATE:

October 14, 2015

Discount Pricing:

To qualify for **Discount Pricing**, orders must be received **with payment in full on or before the deadline date**. Late orders will be charged the **Regular Price**. Orders without payment cannot be processed until payment is received and may be charged the **Regular Price**.

Method of Payment:

GES accepts American Express, MasterCard, Visa, Cheque and Bank Wire Transfers. Purchase Orders are not considered payment. **Exhibitors will be charged a \$25.00 fee for returned NSF cheques.**

Bank Wire Transfer Information:

To properly credit your account, please complete the **BANK WIRE TRANSFER FORM**, available upon request, and send the following information to the GES Exposition Services (Canada) Limited address listed on the Bank Wire Transfer Form.

NOTE: There is a minimum \$20.00 Service Charge (North America) & \$40.00 (International) applicable on all wire transfers. Fees vary depending on banks processing wire transfers. Also, wire transfers can take 3 to 10 business days to be cleared. Ensure you leave enough time to receive the benefit of the discount. Orders are not processed until payment is received, this includes wire transfers.

PAYMENT SCHEDULE:

Payment for all services must be pre-paid in full. GES will not provide Material Handling, In-Booth Forklifts, or Installation and Dismantle Labour Services without a company's **CREDIT CARD AUTHORIZATION FORM** on file.

THIRD PARTY BILLING:

Arrangements can be made for an exhibit house or other agent to manage exhibit & order services. GES will agree to this arrangement if the exhibit house or agent makes satisfactory payment arrangements prior to start of move-in. In the event the authorized Third Party does not pay, the exhibiting company is ultimately responsible for all charges incurred on its behalf. See **THIRD PARTY BILLING REQUEST FORM**.

ADJUSTMENTS AND CANCELLATIONS:

Adjustments to invoice(s) **will not be made after the close of the show**. Some items, services and labour are subject to cancellation fees. Refer to each order form for details.

EXHIBITORS MUST PAY APPLICABLE TAXES ON ALL ORDERS.

EXHIBITORS ARE RESPONSIBLE FOR ANY UNPAID ORDERS. ALL ORDERS MUST BE PAID IN FULL PRIOR TO RELEASE OF GOODS FROM THE SHOW FLOOR

CREDIT CARD AUTHORIZATION FORM

SHOW NAME:	SYSCO Food Services Trade Show	DISCOUNT PRICE DEADLINE DATE:	Thursday, October 1, 2015
SHOW DATE:	October 14, 2015	IMPORTANT - READ CAREFULLY	

<p>EXHIBITOR INFORMATION</p> <p>BOOTH #: _____</p> <p>COMPANY: _____</p> <p>STREET: _____</p> <p>CITY: _____ PROV/STATE: _____ CODE: _____</p> <p>EMAIL: _____</p> <p>PHONE: _____ FAX: _____</p> <p>CONTACT NAME: _____</p>	<p>PLEASE FILL OUT THE CREDIT CARD AUTHORIZATION BELOW IF:</p> <ul style="list-style-type: none"> - Paying by Credit Card for any service. - Payment is being forwarded to GES in the form of a cheque. - There is any possibility that additional service(s) will be ordered on-site. - Material Handling, Installation and Dismantle Labour or In-Booth Forklift Services will be required.
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PLEASE COMPLETE THE FOLLOWING

<input type="checkbox"/>	VISA	<input type="checkbox"/>	AMERICAN EXPRESS	<input type="checkbox"/>	MASTERCARD	EXPIRY DATE:	<input style="width: 80%;" type="text"/>
TYPE OF CARD		<input type="checkbox"/>	PERSONAL	<input type="checkbox"/>	CORPORATE		
CARD #	<input style="width: 15px; height: 15px; border: 1px solid blue;" type="text"/> <input style="width: 15px; height: 15px; border: 1px solid blue;" type="text"/> <input style="width: 15px; height: 15px; border: 1px solid blue;" type="text"/> <input style="width: 15px; height: 15px; border: 1px solid blue;" type="text"/> <input style="width: 15px; height: 15px; border: 1px solid blue;" type="text"/> <input style="width: 15px; height: 15px; border: 1px solid blue;" type="text"/> <input style="width: 15px; height: 15px; border: 1px solid blue;" type="text"/> <input style="width: 15px; height: 15px; border: 1px solid blue;" type="text"/>						
CARDHOLDER'S NAME (PRINT): _____							
CARDHOLDER'S SIGNATURE: _____							
CARDHOLDER'S BILLING ADDRESS: _____							
CITY: _____	PROV/STATE: _____	CODE/ZIP: _____					
TELEPHONE: _____				FAX: _____			
<p>This authorization allows GES to charge any fees outstanding after show closing to this credit card.</p> <p>(including funds owed due to a cheque returned NSF)</p>							

CHEQUES WILL NOT BE ACCEPTED WITHOUT THIS CREDIT CARD AUTHORIZATION

IF THIS AUTHORIZATION IS NOT COMPLETED, ALL ON-SITE ORDERS ARE EXPECTED TO BE PAID IN FULL BEFORE DELIVERY

PLEASE SEE NOTE REGARDING GES TERMS AND CONDITIONS BELOW

All equipment rental orders placed with GES are bound by the terms and conditions specific to each rental order form, material handling terms and conditions and GES standard terms and conditions located at the back of this kit. By signing below, you agree to all these terms and conditions. Without an authorized signature and date below, your order will not be processed.

I HAVE READ AND UNDERSTAND THE TERMS & CONDITIONS OF MY AGREEMENT WITH GES.

Signature	Print Name & Title	Date
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THIRD PARTY BILLING AUTHORIZATION FORM

SHOW NAME: **SYSCO Food Services Trade Show**
 SHOW DATE: **October 14, 2015**

DISCOUNT PRICE DEADLINE DATE: **Thursday, October 1, 2015**

EXHIBITOR INFORMATION

IMPORTANT - READ CAREFULLY

BOOTH #: _____

COMPANY: _____

STREET: _____

CITY: _____ PROV/STATE: _____ CODE: _____

EMAIL: _____

PHONE: _____ FAX: _____

CONTACT NAME: _____

An exhibit house or other third party agent may handle display and booth arrangements and be charged for services. GES will agree to this arrangement if the exhibit house or agent makes satisfactory arrangements.

Both firms must complete this form and return to GES by the Discount Price Deadline Date. It is understood and agreed that the exhibitor (exhibiting company) is ultimately responsible for payment of charges. If the named third party has NOT paid any outstanding invoices before the last day of the show, any and all outstanding balances will be charged to the exhibiting company's credit card.

Exhibiting Company

Name of Exhibiting Company _____ Phone# _____ Fax # _____

Address _____ City _____ Prov / State _____ Code / Zip _____

Authorized Name (Print) _____ Authorized Signature _____

CREDIT CARD AUTHORIZATION

VISA AMERICAN EXPRESS MASTERCARD EXPIRY DATE: _____

TYPE OF CARD PERSONAL CORPORATE

CARD #

CARDHOLDER'S NAME (PRINT): _____

CARDHOLDER'S SIGNATURE: _____

Third Party / Exhibit House

Name of Third Party / Exhibit House _____ Phone# _____ Fax # _____

Address _____ City _____ Prov / State _____ Code / Zip _____

Authorized Name (Print) _____ Authorized Signature _____

CREDIT CARD AUTHORIZATION

VISA AMERICAN EXPRESS MASTERCARD EXPIRY DATE: _____

TYPE OF CARD PERSONAL CORPORATE

CARD #

CARDHOLDER'S NAME (PRINT): _____

CARDHOLDER'S SIGNATURE: _____

ALL GES SERVICES ARE TO BE CHARGED TO THE THIRD PARTY / EXHIBIT HOUSE EXCEPT FOR THE FOLLOWING:

PLEASE SEE NOTE REGARDING GES TERMS AND CONDITIONS BELOW

All equipment rental orders placed with GES are bound by the terms and conditions specific to each rental order form, material handling terms and conditions and GES standard terms and conditions located at the back of this kit. By signing below, you agree to all these terms and conditions. Without an authorized signature and date below, your order will not be processed.

I HAVE READ AND UNDERSTAND THE TERMS & CONDITIONS OF MY AGREEMENT WITH GES.

Signature _____ Print Name & Title _____ Date _____

FURNISHINGS ORDER FORM

SHOW NAME:	SYSCO Food Services Trade Show	DISCOUNT PRICE DEADLINE DATE:	Thursday, October 1, 2015
SHOW DATE:	October 14, 2015	CREDIT CARD AUTHORIZATION	

EXHIBITOR INFORMATION BOOTH #: _____ COMPANY: _____ STREET: _____ CITY: _____ PROV/STATE: _____ CODE: _____ EMAIL: _____ PHONE: _____ FAX: _____ CONTACT NAME: _____	NO ORDER WILL BE CONSIDERED FINAL UNTIL CREDIT CARD AUTHORIZATION FORM IS COMPLETED AND SUBMITTED WITH THIS FORM.
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**ALL ORDERS MUST BE PREPAID IN FULL
 (ORDERS CANNOT BE PROCESSED UNTIL PAYMENT IS RECEIVED)**

FURNISHINGS					SKIRTED TABLES 30" HIGH				
QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL	<input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE <input type="checkbox"/> RED <input type="checkbox"/> GREEN <input type="checkbox"/> BURGUNDY				
	GREY FABRIC SIDE CHAIR	\$36.00	\$50.00		QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	GREY FABRIC COUNTER STOOL	\$79.00	\$110.50			4 FT LONG X 2 FT WIDE	\$79.00	\$111.00	
	GREY FABRIC ARM CHAIR	\$37.00	\$52.00			6 FT LONG X 2 FT WIDE	\$87.00	\$122.00	
	PLASTIC FOLDING CHAIR	\$24.00	\$33.00			8 FT LONG X 2 FT WIDE	\$94.00	\$132.00	
	COFFEE TABLE 18" HIGH ROUND	\$52.50	\$73.50			SKIRTED FOURTH SIDE	\$34.00	\$47.50	
	STARBASE TABLE 30" ROUND 30" HIGH	\$69.00	\$97.00		SKIRTED COUNTER 42" HIGH				
					<input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE				
	COCKTAIL TABLE 30" ROUND 40" HIGH	\$83.00	\$116.00		QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	22" X 28" CHROME SIGN HOLDER	\$45.00	\$63.00			4 FT LONG X 2 FT WIDE	\$90.00	\$126.00	
	EASEL	\$38.00	\$53.00			6 FT LONG X 2 FT WIDE	\$111.00	\$155.00	
	SMALL GOLD BALLOT DRUM	\$69.00	\$97.00			8 FT LONG X 2 FT WIDE	\$136.00	\$190.00	
	BAG HOLDER 40" HIGH	\$63.00	\$88.00			SKIRTED FOURTH SIDE	\$34.00	\$47.50	
	TAPE STANCHION (7')	\$40.00	\$56.00		NON SKIRTED 30" HIGH TABLES (VINYL ONLY)				
	GARMENT RACK ON WHEELS	\$43.00	\$60.00			<input type="checkbox"/> 4FT <input type="checkbox"/> 6FT <input type="checkbox"/> 8FT	\$63.00	\$88.00	
	WASTEBASKET	\$21.00	\$29.00		NON SKIRTED 42" HIGH TABLES (VINYL ONLY)				
	BASEPLATE & 8 FT H POLE	\$19.00	\$27.00			<input type="checkbox"/> 4FT <input type="checkbox"/> 6FT <input type="checkbox"/> 8FT	\$101.00	\$141.00	
	6FT - 10 FT CROSSBAR	\$14.50	\$20.50		CUSTOM BOOTH DRAPING				
	BAR FRIDGE	\$196.00	\$274.00		<input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE <input type="checkbox"/> RED <input type="checkbox"/> GREEN <input type="checkbox"/> BURGUNDY				
					QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
						3' HIGH (PER LINEAR FOOT)	\$6.70	\$9.40	
						8' HIGH (PER LINEAR FOOT)	\$7.20	\$10.10	

TERMS AND CONDITIONS

- ALL ORDERS RECEIVED AFTER DISCOUNT PRICE DATE WILL BE PROCESSED AT THE REGULAR PRICE.
- EXHIBITOR IS RESPONSIBLE FOR ALL ITEMS FOR THE DURATION OF THE SHOW.
- IF A COLOUR IS NOT CHOSEN, GES WILL CHOOSE A COLOUR FOR YOU.
- CHARGES ARE FOR RENTAL OF EQUIPMENT ONLY. ALL ITEMS REMAIN THE PROPERTY OF GES.
- GES IS NOT RESPONSIBLE FOR EXHIBIT MATERIALS LEFT IN GEM RENTAL EXHIBITS OR COUNTER STORAGE UNITS.
- ALL CLAIMS OR DISCREPANCIES MUST BE SETTLED AT THE GES SERVICE CENTRE PRIOR TO SHOW CLOSING.
- NO REFUNDS/EXCHANGES ON CANCELLED SKIRTED TABLES OR CUSTOM BOOTH DRAPING ONCE DELIVERED.
- 50% REFUND ON FURNISHINGS CANCELLED PRIOR TO SHOW OPENING EXCEPT AS NOTED ABOVE.

I HAVE READ AND UNDERSTAND THE TERMS & CONDITIONS OF MY AGREEMENT WITH GES.

SUBTOTAL	
GST 5%	
TOTAL	
INCLUDE TOTAL FROM THIS PAGE ON ORDER CHECKLIST SHEET	

SIGNATURE

DATE

SPECIALITY FURNISHINGS ORDER FORM

SHOW NAME: SYSCO Food Services Trade Show
SHOW DATE: October 14, 2015

DISCOUNT PRICE DEADLINE DATE: Thursday, October 1, 2015

EXHIBITOR INFORMATION

CREDIT CARD AUTHORIZATION

BOOTH #: _____
COMPANY: _____
STREET: _____
CITY: _____ **PROV/STATE:** _____ **CODE:** _____
EMAIL: _____
PHONE: _____ **FAX:** _____
CONTACT NAME: _____

NO ORDER WILL BE CONSIDERED FINAL UNTIL CREDIT CARD AUTHORIZATION FORM IS COMPLETED AND SUBMITTED WITH THIS FORM

ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CANNOT BE PROCESSED UNTIL PAYMENT IS RECEIVED)

QTY	ITEM #	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	Total
	41A (EFBS)	FANBACK STOOL	\$118.50	\$166.00	
	41B (FPEDT)	COCKTAIL TABLE 30" ROUND 40" HIGH	\$83.00	\$116.00	
	42A (EBLBS)	LEATHER BISTRO STOOL	\$139.00	\$195.00	
	43A (EGFBS)	FABRIC BISTRO STOOL	\$152.00	\$213.50	
	44B (EBMT)	42" MEETING TABLE	\$139.00	\$195.00	
	45A (EGFC)	LEATHER MEETING CHAIR	\$102.00	\$143.00	
	(EBLHC)	EXECUTIVE LEATHER HIGH BACK ROLLING CHAIR	\$135.00	\$189.00	
	(EBLS3)	LEATHER SOFA - 3 SEATER	\$232.00	\$324.50	
	(EBLS2)	LEATHER SOFA - 2 SEATER	\$193.00	\$270.00	
	(EBLS1)	LEATHER SOFA CHAIR - 1 SEAT	\$151.00	\$212.00	
	(ECTC3)	COFFEE TABLE	\$67.00	\$94.00	
	(EETC3)	END TABLES	\$46.50	\$65.00	
	(FLR)	LITERATURE RACK	\$92.00	\$128.00	
	(GGP)	24" X 72" GRID PANEL	\$32.00	\$45.00	



TERMS AND CONDITIONS

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- CHARGES ARE FOR RENTAL OF EQUIPMENT ONLY. ALL ITEMS REMAIN THE PROPERTY OF GES.
- GES IS NOT RESPONSIBLE FOR EXHIBIT MATERIALS LEFT IN GEM RENTAL EXHIBITS OR COUNTER STORAGE UNITS.
- ALL CLAIMS OR DISCREPANCIES MUST BE SETTLED AT THE GES SERVICE CENTRE PRIOR TO SHOW CLOSING.
- NO REFUNDS/EXCHANGES ON CANCELLED SKIRTED TABLES OR CUSOM BOOTH DRAPING ONCE DELIVERED.
- 50% REFUND ON FURNISHINGS CANCELLED PRIOR TO SHOW OPENING EXCEPT AS NOTED ABOVE.

I HAVE READ AND UNDERSTAND THE TERMS & CONDITIONS OF MY AGREEMENT WITH GES.

SUBTOTAL	
GST 5%	
TOTAL	
INCLUDE TOTAL FROM THIS PAGE ON ORDER CHECKLIST SHEET	

SIGNATURE

DATE



GES *Global Experience Specialists*

furnishings



Grey Fabric Side Chair



Grey Fabric Counter Stool



Grey Fabric Arm Chair



Steno Chair



30" Round / 30" High Starbase Table



30" Round / 18" High Coffee Table



4' and 6' Long Skirted Counter with White Vinyl Top



4', 6', or 8' Long Skirted Table with White Vinyl Top



furnishings



22" W X 28" H
Chrome Sign Holder
(sign extra)



Easel

Gold Ballot Drum



Plexi Pocket
(Wall Mountable only,
not self-standing)



40" W x 20" D x 41" H
White Counter Storage Unit



Bag Holder 41" H



Stanchions
6' Belt



Plastic
Wastebasket



GEM EXHIBIT ACCESSORIES ORDER FORM

SHOW NAME: SYSCO Food Services Trade Show
SHOW DATE: October 14, 2015

DISCOUNT PRICE DEADLINE DATE: Thursday, October 1, 2015

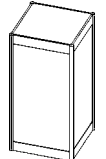
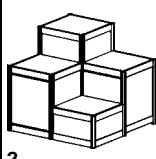
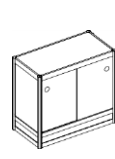
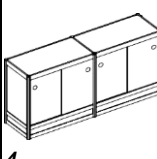
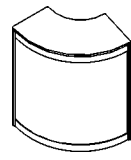

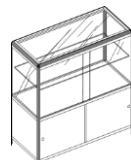
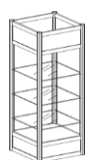
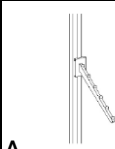

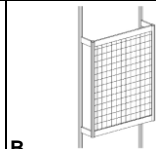

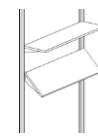
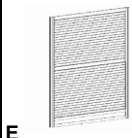
EXHIBITOR INFORMATION

CREDIT CARD AUTHORIZATION

BOOTH #: _____
COMPANY: _____
STREET: _____
CITY: _____ **PROV/STATE:** _____ **CODE:** _____
EMAIL: _____
PHONE: _____ **FAX:** _____
CONTACT NAME: _____

NO ORDER WILL BE CONSIDERED FINAL UNTIL CREDIT CARD AUTHORIZATION FORM IS COMPLETED AND SUBMITTED WITH THIS FORM

ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CANNOT BE PROCESSED UNTIL PAYMENT IS RECEIVED)

QTY	#	DESCRIPTION	DISCOUNT	REGULAR	TOTAL				
	1	Pedestal 20"L x 20"W 28"H OR 36"H	\$84.50	\$118.00					
	2	Pedestal 40"L x 40"W	\$424.00	\$594.00					
	3	Storage Counter 40"L X 20"W X 40"H	\$129.00	\$180.00					
	4	Storage Counter 80"L x 20"W x 40"H	\$252.00	\$353.00					
	5	Curved Counter 60"L x 20"W x 40"H	\$173.00	\$242.00					
	6	99A Showcase 36"L x 20"W x 40"H	\$173.00	\$242.00					
	7	99B Showcase 36"L x 20"W x 40"H	\$176.00	\$246.50					
	8	99C Showcase 26"L x 26"W x 96"H	\$255.00	\$358.00					
	9	99D Showcase 40"L x 20"W x 96"H	\$360.50	\$505.00					
QTY	#	DESCRIPTION	DISCOUNT	REGULAR	TOTAL				
	A	Waterfall with Eight Balls	\$17.00	\$24.00					
	B	Grid Panels - 38" W x 44"H Panels	\$118.50	\$166.00					
	C	Garment Rail 39"W	\$44.00	\$61.00					
	D	Shelves, Flat or Angled 37"L x 12"W	\$37.00	\$52.00					
	E	Slatwall Panels - 37"W x 96"H Grey	\$102.00	\$143.00					
ADDITIONAL ITEMS NOT SHOWN									
		Ballot Bin - 20"L X 20"W X 36"H	\$111.00	\$156.00					
		Computer Counter	\$146.00	\$205.00					

Accessories A to E are designed to fit GES Hardwall Only

All Units Include White Panels

Please attach diagram of booth indicating locations for grid panels and / or slatwall. Grid panels CANNOT be installed in corners.

TERMS AND CONDITIONS

- DOES NOT INCLUDE LIGHTING OR ELECTRICAL SERVICE.
- NO REFUNDS/EXCHANGES ONCE SHOW MOVE-IN BEGINS.
- ALL CLAIMS OR DISCREPANCIES MUST BE SETTLED AT THE GES SERVICE CENTRE PRIOR TO SHOW CLOSING.
- ALL ORDERS RECEIVED AFTER DISCOUNT PRICE DATE WILL BE PROCESSED AT THE REGULAR PRICE.
- GES IS NOT RESPONSIBLE FOR EXHIBIT MATERIALS LEFT IN GEM RENTAL EXHIBITS OR COUNTER STORAGE UNITS.
- CHANGES TO THE STRUCTURE DESIGN OR GRAPHICS WILL RESULT IN ADDITIONAL FEES.
- EXHIBITOR IS RESPONSIBLE FOR ALL ITEMS DURING THE DURATION OF THE SHOW.

I HAVE READ AND UNDERSTAND THE TERMS & CONDITIONS OF MY AGREEMENT WITH GES.

SUBTOTAL	
GST 5%	
TOTAL	
INCLUDE TOTAL FROM THIS PAGE ON ORDER CHECKLIST SHEET	

SIGNATURE

DATE

1. GES CANADA Exposition Services herein known as GES and its subcontractors shall not be responsible for damage to uncrated materials; materials improperly packed, glass breakage or concealed damage.

2. Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to the booth by GES or its subcontractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be a lapse of time between the completion of packing and the actual pick-up of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended.

Therefore, it is agreed that GES and its subcontractors are not responsible for the loss or disappearance of Exhibitor's materials after the same have been delivered to Exhibitor's booth, nor are GES and its subcontractors responsible for Exhibitor's materials before they are picked up from the Exhibitor's booth for loading after the show. Consequently, all bills of lading covering outgoing shipment(s) submitted to GES or its subcontractors by Exhibitor will be checked at the time of pick-up from the booth and corrected where discrepancies exist.

3. GES and its subcontractors shall not be held liable for any damage incurred during the handling of equipment requiring special devices to properly load, place or reload unless advance notice has been given to GES in time to obtain the proper equipment.

4. GES and its subcontractors shall not be responsible for loss, delay or damage due to strikes, lockouts or work stoppages of any kind.

5. GES and its subcontractors shall not be responsible for ordinary wear and tear in handling of equipment, nor for loss or damage due to fire, theft, windstorm, water, vandalism, acts of God, mysterious disappearance or other causes beyond their control.

6. It is understood that GES and its subcontractors are not insurers. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable to GES hereunder are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. It is further understood and agreed that GES and its subcontractors do not provide for full liability should loss or damage occur. It is agreed that if GES or its subcontractors should be found liable for loss or damage to Exhibitor's equipment, the liability shall be limited to the specific article that was physically lost or damaged. Such liability shall be limited to a sum equal to \$0.30 per pound per article, with a maximum liability of \$50.00 per item or \$1,000.00 per shipment, whichever is less, as agreed upon damages and exclusive remedy. Provisions of this paragraph shall apply if loss or damage, regardless of cause or origin, results directly or indirectly to property through performance services to

Exhibitor's or from negligence, active or otherwise, by GES, its subcontractors or their employees.

7. GES and its subcontractors shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues or for any collateral costs that may result from any loss or damage to Exhibitor's materials which may make it impossible or impracticable to exhibit same.

8. Claims for loss or damage must be submitted to GES by the close of the show. No suit or action shall be brought against GES or its subcontractors more than one year after the cause of action.

9. The Exhibitor agrees, in connection with the receipt, handling, temporary storage and reloading of its materials, that GES and its subcontractors will provide these services as Exhibitor's agent and not as bailee or shipper. If any employee of GES or its subcontractors shall sign a delivery receipt, bill of lading or other document, we agree that GES or its subcontractor will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof.

10. GES and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts or freight bills, such as a courier or van lines. Such shipments will be delivered to booth without guarantee of piece count or condition.

11. Empty container labels will be available at the GES Service Centre. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for EMPTY STORAGE ONLY, and GES and its subcontractors assume no responsibility for loss or damage to contents while containers are in storage or for mislabelled containers.

12. In order to expedite removal of materials from the show site, GES shall have the authority to change designated carriers, if such carriers do not pick up on time. Where no disposition is made by the Exhibitor, materials will be taken to a warehouse to await Exhibitor's shipping instructions, and the Exhibitor agrees to be responsible for payment of charges relating to such handling at the warehouse. GES assumes no liability as a result of such re-routing or handling.

13. The Exhibitor agrees, in the event of a dispute with GES or its subcontractors relative to any loss or damage to any of your materials or equipment, that the Exhibitor will not withhold payment in any amount due to GES for material handling services or any other services provided by GES or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay GES prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against GES or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

The consignment or delivery of a shipment to GES or its subcontractors by an Exhibitor or by any shipper on behalf of the Exhibitor shall be construed as an acceptance by such Exhibitor (and/or other shipper) of the terms and conditions set forth in Sections 1 through 13 above.

Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that Exhibitors arrange all risk coverage. This can usually be done by riders to existing policies. Contact your insurance representative. Be sure your liability insurance is in effect during transit and return of your materials, during storage and at show site.