

AACE Annual Meeting 2016

June 26 - 28, 2016 Sheraton Centre Toronto Hotel

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
- Carpet & Underpadding
- **✓ Specialty Furnishings**
- *∨* **GEM Exhibits & Accessories**
- ✓ Signs & Graphics
- ✓ Plants
- ✓ Installation & Dismantling Labour
- Material Handling
- ✓ GES Logistics / Shipping
- ✓ GES Customs

To take advantage of our **DISCOUNT PRICING**, all order forms and full payment must be received on or before the Discount Date of <u>June 3, 2016</u> 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 H.S.T. when exhibiting in Ontario.

If you need assistance or additional information, please contact our **Exhibitor Services Department at (905) 283-0500.**

Show Information



AACE Annual Meeting - 2016 Sheraton Centre Toronto Hotel June 26 - 28, 2016

Venue Shipping Address Advance Warehouse Shipping Address

Sheraton Centre Toronto HotelGES/AACE Annual MeetingLoading Dock(Company Name & Booth #)

100 Richmond Street 6130 Netherhart Rd.

Toronto, Ontario, Canada Mississauga, Ontario, Canada

M5H 3K6 L5T 1B7

* See shipping labels in the exhibitor manual. Note receiving dates below.

Official Services Contractor

Global Experience Specialists, Inc. (GES)Phone905-283-05005675 McLaughlin RoadFax905-283-0501Mississauga, Ontario, CanadaWeb Sitewww.gesexpo.ca

L5R 3K5 E-Mail torontoexhibitorservices@ges.com

Show Information

Booth Size10' X 10'Backwall Drape8 foot Blue DrapeSidewall Drape3 foot Blue Drape

Aisle Carpet Colour Venue carpet - multicolored

Booth Packages Includes Draped Booth

1 - 6 foot Draped Table - white2 Grey Fabric Side Chairs

1 Wastebasket

1 - ID Sign (7" X 44" - name only)

Important Dates - Prior to Show

Discount Deadline for GES orders received with payment Friday, June 3

Advance Shipments may begin arriving at the Warehouse Friday, May 27 Hours of receiving Monday - Friday, 9:00 am - 4:00 pm

Last day for Advance Shipments to arrive at the Warehouse Friday, June 17 Hours of receiving Monday - Friday, 9:00 am - 4:00 pm

Direct Shipments may arrive at Exhibit Site

Saturday, June 25

1 PM - 6 PM

Last day for Direct Shipments to arrive at Exhibit Site

Sunday, June 26

9 AM - 1 PM

Important Dates - At the Show

 Move In
 Saturday, June 25
 1 PM - 6 PM

 Sunday, June 26
 9 AM - 1 PM

 Show Hours
 Sunday, June 26
 3:45 PM - 8 PM

 Monday, June 27
 7 AM - 3:30 PM

 Tuesday, June 28
 7 AM - 3:30 PM

GES On-Site Service Centre

GES will operate a GES Service Desk to help take care of your on-site requirements such as Furniture and Material Handling.

The Service Desk will be open during the following times:

Exhibitor Services Saturday, June 25 1 PM - 6 PM
Exhibitor Services Sunday, June 26 9 AM - 4 PM
Customs & Logistics Tuesday, June 28 1 PM - 6 PM





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[™]

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.









5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 www.gesexpo.ca torontoexhibitorservices@ges.com www.gesexpo.ca

DISCOUNT PRICING:

To qualify for **Discount Pricing**, orders must be received <u>with payment in full on or before</u> <u>the deadline date</u>. After the Deadline Date, orders will be charged the **Regular Prices**. Orders without payment cannot be processed until payment is received and could be charged the **Regular Price**.

METHOD OF PAYMENT:

GES accepts American Express, MasterCard, Visa, Debit Card, Cheques, Bank Wire and Electronic Funds Transfers (EFT).

Exhibitors will be charged a \$25.00 fee for returned NSF cheques.

BANK WIRE AND ELECTRONIC FUNDS TRANSFER INFORMATION:

To properly credit your account, please complete the **BANK WIRE / EFT FORM** included with the GES order forms.

NOTE: There is a minimum \$20.00 Service Charge (North America) \$40.00 (International) applicable on all Wire and EFTs. Any additional Wire Transfer and EFT fees are the exhibitors responsibility and may vary depending on the processing bank.

Please ensure the transfer is made a minimum of 10 days prior to the show.

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 your company's **CREDIT CARD AUTHORIZATION FORM** on file.

THIRD PARTY BILLING:

You may arrange for an exhibit house or Third Party to manage your exhibit and order services on your behalf. GES will agree to this arrangement if the exhibit house or agent makes satisfactory payment arrangements with us. In the event the authorized Third Party does not pay, each exhibiting company is ultimately responsible for all charges incurred on its behalf. See **THIRD PARTY BILLING REQUEST FORM.**

ADJUSTMENTS AND CANCELLATIONS:

Adjustments to your invoice <u>will not be made after the close of the show.</u> Some items, services and labour are subject to cancellation fees. Refer to each order form for details.

ALL EXHIBITORS MUST PAY 13% HST ON ALL ORDERS.



CREDIT CARD AUTHORIZATION

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 torontoexhibitorservices@ges.com www.gesexpo.ca

SHOW: AACE Annual Me	eting 2016	
EXHIBITOR INFO	RMATION	IMPORTANT - READ CAREFULLY
BOOTH #: COMPANY STREET PROV/STATE E-MAIL FAX CONTACT NAME	CODE	Please fill out The Credit Card Authorization below if: - You or your company are forwarding payment to GES in the form of a cheque. - There is any possibility you or your representative will be ordering any service on-site. - You are ordering Material Handling, Installation and Dismantle Labour or In-Booth Forklift Services.
PLEAS ☐ MASTERCARD ☐ VISA ☐ CORPORATE CARD #	AMERICAN EXPRESS PERSONAL	
CARDHOLDER'S NAME (F	PRINT):	
CARDHOLDER'S SIGNA	ATURE:	
Cardholder's Billing A	ddress:	
City:	Prov/State:	Code/Zip:
Tel:	F	Fax:
	S to charge any fees outstar ng funds owed due to a che	nding after show closing to this credit card eque returned NSF)

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



THIRD PARTY BILLING FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 torontoexhibitorservices@ges.com www.gesexpo.ca

SHOW:	AACE Annual Meeting 2016	5		
	EXHIBITOR INFORMATION		, ,	nibit house or other agent to handle
	BOOTH #:		11 '	ed for services. GES will agree e exhibit house or agent makes
COMPAN	Y		satisfactory payment arran	gements with us. Both firms must
1			11	urn to GES by the Discount Price
CITY	PROV/STATECOI	DE		erstood and agreed that the ex- nsible for payment of charges. If
E-MAIL _			your named third party	has not paid the invoice be-
PHONE_	FAX			ne show, any outstanding bal-
CONTAC ⁻	T NAME		ance will be charged	to the exhibitor's credit card.
	Evi	hibiting Co	ampany.	
	EXI	hibiting Co	ompany	
	V (5.1%)			
	Name of Exhibiting Company		Phone #	Fax #
	Address	City	Prov/State	Code/Zip
	Authorized Name (print)		Authorized S	Signature
	CRE	DIT CARD AUTH	ORIZATION	
		RICAN EXPRESS	EXPIRY DATE:	
	CARD#			
	Cardholder's Name (print)		Cardholder's S	Signature
	,	arty / Exh	nibit House	
	· · · · · · · · · · · · · · · · · · ·	arty / Exi		
	Name of Third Party/Exhibit House		Phone #	Fax #
	Address	City	Prov/State	Code/Zip
-	Authorized Name (print)		Authorized S	Signature
	CRE	DIT CARD AUTH	ORIZATION	
		RICAN EXPRESS	EXPIRY DATE:	
		SONAL		
	CARD #			
	Cardholder's Name (print)		Cardholder's S	Signature
	ALL GES SERVICES ARE TO BE CHAR	GED TO THE I	HIRD PARTY EXCEPT FO	R THE FOLLOWING:





5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Phone: 905-283-0500 Fax: 905-283-0501

GES Expos	nis form to : Jolanta Baloniak, Accounts Receivable sition Services (Canada) Limited r@ges.com Fax: 905-283-0501
Your Company Name:	
Contact Name:	
Contact Number:	
Booth Number:	Event Name: AACE Annual Meeting 2016
GES	BANK INFORMATION
	
PLEASE INCLUDE ALL OF THE FOLLOWING	G INFORMATION TO ENSURE YOUR FUNDS REACH OUR BANK
Account Name: GES Expos Bank Name: Address:	sition Services (Canada) Limited Bank of Montreal 350-7th Avenue SW Calgary, AB T2P 3N9
*IF YOU ARE SENDING CANADIAN DOLLA	
"IF YOU ARE SEINDIING CAINADIAIN DOLL!	EFT/Direct Deposit
Institution code #: 001 Transit #: 00109 Account #: 1967-990	Institution code #: 001 Transit #: 00109 Account #: 4773-410
	Wire Transfers
Account #: 1967-990 Beneficiary's Bank: //CC000100109 Swift Code: BOFMCAM2	Account #: 4773-410 Beneficiary's Bank: //CC000100109 Itermediary Bank: Wells Fargo Bank (FKA Wachovia) Swift Code: PNBPUS3NNYC
	Routing / BIC / NCC / BSC or ABA Number: 026005092
Invoice Amount:	Date of Transfer:
*Minimum Bank Charge: \$20.00 (North Ame	<u> </u>
Total:	

Please Note: Ensure transfer is made a minimum of 10 days prior to the show move in date.

*Minimum Bank Charges as shown above, reflect GES's bank charges only.

Any additional wire transfer and EFT fees are the exhibitor's responsibility.



furnishings



Grey Fabric Side Chair



Grey Fabric Counter Stool

Grey Fabric Arm Chair

Grey Lounge 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 Easel Chrome Sign Holder (sign extra)

Gold Ballot Drum





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

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







Plastic Wastebasket





FURNISHINGS ORDER FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247

		to	rontoexhibit	orservices@ges.c	om wv	vw.gesexp	oo.ca			
SHOW:	AACE Annua	l Meetir	ng 201 6				UNT PRICE LINE DATE:	June	3, 2016	,
	EXHIBITOR	INFORM	MATION			C	REDIT CAR	OHTUA C	RIZATIO	N
	BOOTH #:					M.	ASTERCARD	□VISA	П АМІ	EX
COMPANY	<u> </u>				L					
STREET_						EX	PIRY DATE	/		
CITY	PROV/S1	TATE	CODE	<u> </u>						
-MAIL							CARDI	HOLDER NAME		
'HONE _		_FAX			-		CARDHOI	_DER SIGNATUR	E	
CONTACT	NAME						CHEQUE ATTACK	HED (PAYABLE T	O GES CANAD	A)
AL	L ORDERS MUST BE PR	REPAID IN	FULL (OF	RDERS CAN N	ОТ ВЕ	PROCE	SSED UNTIL PA	AYMENT IS	RECEIVE	ED)
	FURNIS	HINGS					SKIRTED TAE	BLES 30"	HIGH	
QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL	BLAC	K 🔲 BLUI	BURGUNDY	GREEN RE	D SILVER	☐ WHIT
	Grey Fabric Side Chair	\$45.00	\$68.00		QTY	D	ESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	Grey Fabric Counter Stool	\$92.00	\$137.00			4 Ft. Lo	ong x 2 Ft. Wide	\$87.00	\$131.00	
	Grey Fabric Arm Chair	\$65.00	\$98.00			6 Ft. Lo	ong x 2 Ft. Wide	\$103.00	\$155.00	
	Grey Lounge Chair	\$86.00	\$129.00			8 Ft. Lo	ong x 2 Ft. Wide	\$131.00	\$196.00	
	Steno Chair	\$89.00	\$133.00			Skirted	Fourth Side	Add \$5	9.00 ea.	
	Starbase Table	\$69.00	\$133.00				SKIRTED COU	NTER 42"	HIGH	
	30" Round 30" High	\$93.00	\$139.00		L BL		☐ BLUE	SIL		WHITE
	30" Round 18" High Coffee Table	\$71.00	\$106.00		QTY	DI	ESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	Coat Tree	\$39.00	\$60.00			4 Ft. Lo	ong x 2 Ft. Wide	\$131.00	\$196.00	
	22" x 28" Chrome Sign Holder (Sign Extra)	\$82.00	\$122.00			-	ong x 2 Ft. Wide	\$148.00	\$222.00	
	Easel	\$50.00	\$75.00			Skirted	Fourth Side	Add \$5	9.00 ea.	
	Gold Ballot Drum	\$96.00	\$143.00				NON SKIRTI	ED TABLE	S	
	Plexi Pocket (wall mountable only)	\$37.00	\$56.00			□4 Ft.	□6 Ft. □8 Ft.	\$64.00	\$96.00	
	White Counter Storage	\$233.00	\$349.00			42" H	□ 4 Ft. □ 6 Ft.	Add \$6	0.00 ea.	
	Unit 41" H	<u> </u>	<u>'</u>				CUSTOM BOO			
	Bag Holder 41"H	\$74.00	\$111.00				BLACK BLUE			ITE I
	1 Pair of Stanchions	\$140.00	\$210.00			-	gh (Per Linear Ft.)		\$18.00	
	Plastic Wastebasket	\$17.00	\$26.00			8 Ft. Hi	gh (Per Linear Ft.)	\$16.00	\$25.00	
• All orde	<u>& Conditions</u> ers received after the Discount Price Da			gular Price.			S	UBTOTAL		
 If a col 	tor is responsible for all items for the du lour is not chosen, GES will choose a co	olour for you.		-0				13% HST		
• GES is	es are for rental of equipment only. All i s not responsible for exhibit materials le ms or discrepancies must be settled at	ft in GEM rental	exhibits or cou	nter storage units.				TOTAL		
	ms or discrepancies must be settled at unds/exchanges on cancelled skirted ta								HST #R10	4060264

Date

Signature



CARPET ORDER FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 torontoexhibitorservices@ges.com www.gesexpo.ca

SHOW:		AACE /	Annual Mee	ting 201	6	DISCO	OUNT PRI	CE [E:	June 3,	2016	,
	Ε	XHIBITO	R INFORM	ATION			CREDIT C	ARD A	UTHORIZ	ZATIC	ON
	воотн	#:					MASTERCAF	RD 🗆]VISA [AMI	EX
COMPANY_											
STREET						E.	XPIRY DATE		/	_	
CITY		PROV	//STATE	CODE_		_					
E-MAIL								CARDHOLDE	ER NAME		
PHONE			FAX				CA	RDHOLDER	SIGNATURE		
CONTACT N	IAME								PAYABLE TO GES	S CANAD	Α)
ALL	ORDERS	MUST BE	PREPAID IN	FULL (ORI	DERS CAN NO	T BE PROC	ESSED UNT	TIL PAYN	MENT IS RE	CEIVI	ED)
	Pleas	e note:	The exhibit	hall is c	arpeted. A	dditional	booth car	pet is	optional.		
		Note:	BOOTI Exhibitors orderin		PET - ST						
QTY	Item #		DESCR	IPTION		DISCO			GULAR PRICE		TOTAL
	C1010	1	0 Ft. X 10 Ft.	Single	Booth	\$213	.00	\$3	320.00		
	C1020	1	0 Ft. X 20 Ft.	Double	Booth	\$363	.00	\$5	544.00		
		COLO	UR SELECTI	ON: 🗆	BLACK	□BLUE	□GREY	□RE	ED		
Item #		B00	TH CARP	PET - Cur booth requi	USTOM ires a size not liste	SIZE (II	NCLUD complete this se	ING F	PLASTI	C)	
CUSTC	ВООТН	l SIZE:_	Ft. x	Ft.=	Sq. Ft.	\$2.68/S	q. Ft.	\$4.0	4/Sq. Ft.		
		COL	OUR SELE	CTION:	□BLAC	□BL	UE 🗆	GREY	□REI)	
Item #		UNI	DERPAD	DING F	PRICE PER SO	UARE FOO	T INSTALLE	D (100 S	Q. FT. MIN	l.)	
CACU	воотн	SIZE: _	Ft. x	Ft.=	Sq.Ft.	\$1.28/S	q. Ft.	\$1.9	0Sq. Ft.		
Item #	PRO	TECTI	VE PLAS	TIC CO	VERING	RICE PER SQI	UARE FOOT IN	ISTALLED	(STANDARE	SIZES	ONLY)
CAPC	воотн	SIZE: _	Ft. x	_ Ft.=	Sq.Ft.	\$0.56/S	q. Ft.	\$0.8	3/Sq. Ft.		
		PLE	ASE SELEC	CT ONE	FOR CUST	OM CARP	ET SIZES	ONLY	,		
IF ORD	ERING ELEC	TRICAL OR	TELECOMMUNIC	ATIONS SER	RVICES, WILL UN	DER CARPET	WIRING BE RE	QUIRED?	□Y	ES	□NO
Terms & Co	onditions										
			int Price Date wi		•	r Price.			IBTOTAL		
 No refunds 	s/exchanges	on carpets	s for the duration once delivered.						13% HST TOTAL	-	
 All claims of 	or discrepan	cies must be	at only. All items e settled at the G choose a colour	ES Service	Centre prior to s	-	<i>(</i> .		101712	HST#	R104060264
		I have re	ead and unde	rstand the	e Terms & Cor	ditions of m	ny Agreeme	nt with (GES.		



specialty furniture

























specialty furniture





72" Chrome & White Meeting Table



24" Round End Table Black Top

24" Round End Table

Also available in 39" round coffee tables













White Round Tub Chairs

Black Round Tub Chairs



Q Still can't find it?) For more options please contact the Exhibitor Services Department 905.283.0500



SPECIALTY FURNITURE ORDER FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247

SHOW: AACE Annual Meeting 2016 EXHIBITOR INFORMATION BOOTH #:	
BOOTH #: COMPANY STREET CITY PROV/STATE CODE E-MAIL PHONE FAX CONTACT NAME ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CAN NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED Black Ladder Stool (Cloth Seat) Black Ladder Stool \$177.00 \$267.00 Bar Fridge Sar Fridge \$220.00 Bar Fridge \$220.00 Bar Fridge \$220.00 Bar Fridge \$220.00 Bar Fridge \$220.00 Sar Fridge \$220.00 Sar Fridge \$220.00 Bar Fridge \$220.00 Sar Fride \$220.00 Sar Fridge \$220.00 Sar Fridge \$220.00 Sar Fridge \$2	6
COMPANY STREET CITY PROV/STATE CODE E-MAIL PHONE FAX CONTACT NAME ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CAN NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED Black Ladder Stool (Cloth Seat) Black Ladder Stool (Cloth Seat) \$148.00 \$222.00 Leather Ripple Sled Base Meeting Table (Round) Leather Stool \$132.00 \$333	ON
COMPANY	EX
CITYPROV/STATECODE	
CITYPROV/STATECODE	
PHONE	
ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CAN NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED TO THE PRICE	
ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CAN NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED TO THE PRICE	
QTY DESCRIPTION DISCOUNT PRICE REGULAR PRICE TOTAL QTY DESCRIPTION DISCOUNT PRICE REGULAR PRICE Black Ladder Stool (Cloth Seat) \$148.00 \$222.00 42" Black Meeting Table (Round) \$161.00 \$24" Equino White Stool \$177.00 \$267.00 Leather Ripple Sled Base Meeting Chair □grey □black \$132.00 \$198 Leather Stool \$177.00 \$267.00 Bar Fridge \$220.00 \$333	A)
QTY DESCRIPTION DISCOUNT PRICE REGULAR PRICE TOTAL QTY DESCRIPTION DISCOUNT PRICE REGULAR PRICE Black Ladder Stool (Cloth Seat) \$148.00 \$222.00 42" Black Meeting Table (Round) \$161.00 \$24" Equino White Stool \$177.00 \$267.00 Leather Ripple Sled Base Meeting Chair □grey □black \$132.00 \$198 Leather Stool \$177.00 \$267.00 Bar Fridge \$220.00 \$333	ED)
Black Ladder Stool (Cloth Seat) \$148.00 \$222.00 42" Black Meeting Table (Round) \$161.00 \$24" Equino White Stool \$177.00 \$267.00 Leather Stool \$177.00 \$267.00 Bar Fridge \$220.00 \$333	AR TOTAL
Equino White Stool \$177.00 \$267.00 Meeting Chair □grey □black \$132.00 \$198 Leather Stool \$177.00 \$267.00 Bar Fridge \$220.00 \$333	
\$177.00 \$267.00	00
	00
Chrome Wireback Stool \$181.00 \$277.00 Literature Stand \$195.00 \$240	00
Sculpted Leather Chair white pred plack \$255.00 \$384.00 White Meeting Chair \$129.00 \$193	00
Sculpted Leather Loveseat white pred plack \$348.00 \$522.00 \$522.00 \$72" Chrome & White Meeting Table \$238.00 \$388	00
Chrome/White Cocktail Table (24" square top, 42" high) \$167.00 \$250.00 Round Meeting Chairs white pred plack \$116.00 \$175	00
Round Cocktail Table (Black 30" diameter top, 42" high) \$182.00 \$274.00 \$274.00 \$24"x48" Coffee Table white top black top \$174.00 \$263	00
Square Cocktail Table (Black 30" top, 42" high) \$182.00 \$274.00 \$274.00 \$24" Round End Table white top black top \$139.00 \$209	00
Corbusier Leather Chair □white □red □black \$299.00 \$449.00	00
Corbusier Leather Loveseat	
18" Throw Pillows □white □pink □blue □red □orange □yellow □black □green \$28.00 \$41.00 \$ NOTE* 3 Seater Sofa Available Upon Reque On-site orders are subject to availability.	it.
Terms & Conditions	
•Colours, sizes and styles may vary. •All orders received after the Discount Price Date will be processed at the Regular Price. SUBTOTAL 13% HST	
•Exhibitor is responsible for all items for the duration of the show. •There will be no refunds/exchanges for cancellations on-site.	
•Charges are for rental of equipment only. All items remain the property of GES.	‡R104060264
•All claims or discrepancies must be settled at the GES Service Centre prior to show closing. I have read and understand the Terms & Conditions of my Agreement with GES.	
Signature Date	



GEM SHOW SPECIAL ORDER FORM

5675 McLaughlin Road, Mississauga, Ontario, LSR 3K5, Tel. 905-283-0500, Eav. 905-283-0501, Toll Free: 1-877-437-4347, www.geseyno.ca

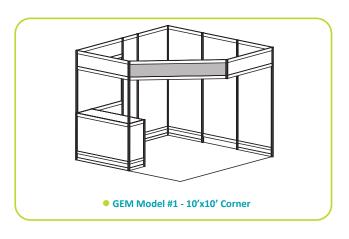
		toror		5 1		
SHOW:	AA	CE Annual Meeting	; 2016	DISCOUNT PRICE DEADLINE DAT	June 3,	2016
	EXH	HIBITOR INFORMA	TION	CREDIT CA	ARD AUTHORIZ	ZATION
	ВООТН #:			MASTERCAR	D □VISA [AMEX
COMPANY_						
STREET				EXPIRY DATE _	/	_
CITY		PROV/STATE	CODE			
E-MAIL				C	ARDHOLDER NAME	
PHONE		FAX		CAR	DHOLDER SIGNATURE	
CONTACT N	AME				TTACHED (PAYABLE TO GE	S CANADA)
• Header S			EM SHOW SPECIAL IN arpet • Installed & Disman		x20′ BOOTH	Handling Costs
(No substitutio	ns please. If you require	additional furniture, please ref	fer to the GES order for	rms enclosed in the	manual).
QTY	Item #	Des	cription	Discount Price	Regular Price	Total Price
	SS001	Package	e A - 10′ x 10′	\$899.00	\$1,349.00	
	SS002	Package	e B - 10′ x 20′	\$1,349.00	\$2,024.00	
	PI	LEASE SELECT YOUR	CHOICE OF INFILL PANEL	AND CARPET COL	OUR:	
	ll Panel Colour		•	(All panel & car	pet colours subject to	availability.)
	pet Colour: Identification	□Black □Gre	•			
Package A	Identification	Sign to Read:	,	Right:		
Package A	Identification s Identification s Custo	Sign to Read: Sign to Read: Left: om Header to be added [Please u	•	os will be charged \$100 //file.ges.com/	.00 extra per sign	
Package A Package B	Identification S Identification S Custo ALL C	Sign to Read: Sign to Read: Left: om Header to be added E Please u DRDERS MUST BE PREPAID	Custom Header Signs/Logo	os will be charged \$100 //file.ges.com/	.00 extra per sign	
Package A Package B Terms & Con •Does not inc •No refunds/e	Identification S Identification S Custo ALL C Inditions Clude lighting or elexchanges once s	Sign to Read: Sign to Read: Left: om Header to be added E Please U DRDERS MUST BE PREPAID lectrical service. show move-in begins.	Custom Header Signs/Logopload files to: https:/	os will be charged \$100 //file.ges.com/	.00 extra per sign	
Package A Package B Terms & Con Does not inc No refunds/e All claims or All orders re	Identification S Custo ALL C Inditions Clude lighting or elevachanges once so discrepancies must be ceived after the D	Sign to Read: Sign to Read: Left: DM Header to be added E Please U DRDERS MUST BE PREPAID DESCRIPTION OF THE PREPAID DESCRIPTION OF THE PREPAID OF THE PREPA	Custom Header Signs/Logonpload files to: https:/ IN FULL (ORDERS CAN NOT BE Posing.	os will be charged \$100 //file.ges.com/	ONT IS RECEIVED)	
Package A Package B Terms & Con Does not inc No refunds/c All claims or All orders re GES is not re	Identification S Custo ALL C Inditions Clude lighting or elexchanges once selectived after the Elesponsible for expensible	Sign to Read: Sign to Read: Left: DM Header to be added E Please U DRDERS MUST BE PREPAID DESCRIPTION OF THE PREPAID DESCRIPTION OF THE PREPAID OF THE PREPA	Custom Header Signs/Logo pload files to: https:/ IN FULL (ORDERS CAN NOT BE P sing. pessed at the Regular Price. al exhibits or counter storage units.	os will be charged \$100 //file.ges.com/	SUBTOTAL 13% HST	HST #R104060264
Package A Package B Terms & Con Does not inc No refunds/c All claims or All orders re GES is not re	Identification S Custo ALL C Inditions Cude lighting or elexchanges once so discrepancies miceived after the Elesponsible for exthe structure desired.	Sign to Read: Sign to Read: Left: om Header to be added E Please u PRDERS MUST BE PREPAID Description of the proof of the	Custom Header Signs/Logo pload files to: https:/ IN FULL (ORDERS CAN NOT BE P sing. pessed at the Regular Price. al exhibits or counter storage units.	os will be charged \$100 //file.ges.com/ PROCESSED UNTIL PAYME	SUBTOTAL 13% HST TOTAL	HST #R104060264

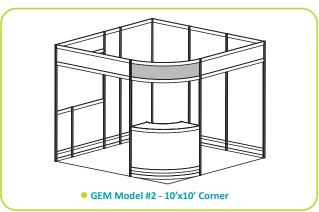


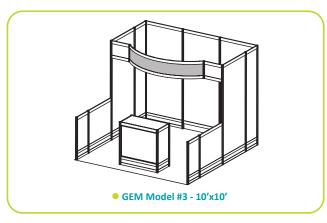
standard exhibit rentals

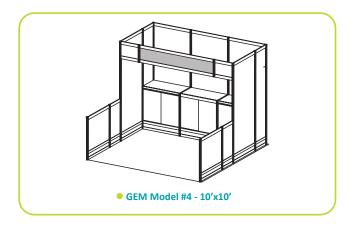


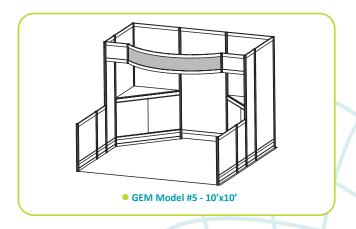














- 1 Select the model number that suits your needs
- 2 Choose carpet and panel colours on the GEM Exhibit Rental order form
- 3 Complete & send order form

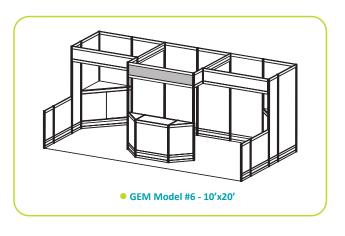
Grey indicates standard header sign(s)

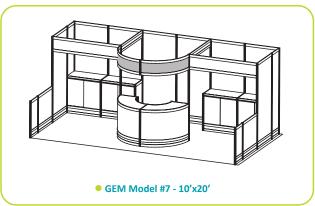


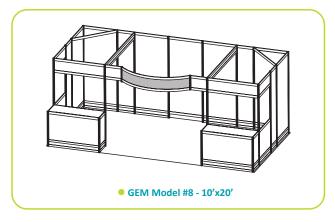
standard exhibit rentals

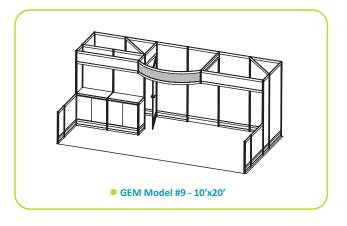


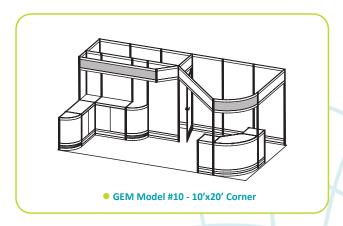














- 1 Select the model number that suits your needs
- 2 Choose carpet and panel colours on the GEM Exhibit Rental order form
- 3 Complete & send order form

Grey indicates standard header sign(s)



GEM EXHIBIT SYSTEM ORDER FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 torontoexhibitorservices@ges.com www.gesexpo.ca

		torontoexhibitorservices@	ges.com	www.gesexpo.	ca		
SHOW:	AACE Annual Mee	ting 2016		DISCOU DEADLI	NT PRICE NE DATE:	June 3,	2016
	EXHIBITOR INFOR	MATION		CR	EDIT CARD AU	JTHORI	ZATION
ВООТІ	H #:			MAS	STERCARD	VISA [AMEX
COMPANY						\Box	
STREET				EXPI	RY DATE/		_
CITY	PROV/STATE	CODE					
E-MAIL					CARDHOLDER	R NAME	
PHONE	FAX						
CONTACT NAME					CARDHOLDER S		S CANADA)
ALL ORDER	S MUST BE PREPAID	IN FULL (ORDERS CA	N NOT E	BE PROCES	SED UNTIL PAYME	ENT IS RE	ECEIVED)
Item #	Discount Price	Regular Price		Item #	Discount Pri	ce R	egular Price
GEM001	\$1,864.00	\$2,796.00	(3EM006	\$3,942.00		\$5,913.00
GEM002	\$1,652.00	\$2,478.00	(GEM007	\$4,079.00		\$6,119.00
GEM003	\$1,968.00	\$2,951.00	(GEM008	\$3,801.00		\$5,702.00
GEM004	\$2,361.00	\$3,540.00	(SEM009	\$3,998.00		\$5,999.00
GEM005	\$2,190.00	\$3,284.00		GEM010	\$4,490.00		\$6,736.00
	Package Does Not DUR CHOICE OF INFILL P	ANEL AND CARPET COI			Upgrade options avail lours available upon req	able. Contac	
Carpet Colour:]Black ☐ Blue	e Grey	Rec	l	(All panel & carp	et colours su	ubject to availability.)
	or 9 Identification Sign to Re	ad:					
Models 7 or 10 Identific	ation Sign to Read: Left: _			Ri	ght:		
Indicate Date & Time fo	r Arrival:						
	Custom Header to be add	led Custom Header	Signs/Lo	gos will be ch	arged \$100.00 extra	per sign	
	Pleas	se upload files to	: https:	//file.ges	.com/		
	ALL ORDERS MUST BE PRE	PAID IN FULL (ORDERS CA	N NOT BE	PROCESSED U	NTIL PAYMENT IS REC	EIVED)	
•All orders received afte •Exhibitor is responsible •Charges are for rental	e by cheque up to two weeks er the Discount Price Date wil e for all items for the duration of equipment only. All items sonce show move-in begins.	I be processed at the Regul of the show. remain the property of GES	lar Price.	ettled prior to sh	13	BTOTAL B% HST TOTAL	HST #R104060264
	e for exhibit materials left in G ire design or graphics will res		er storage	units.			
	I have read and un	derstand the Terms 8	& Condit	ions of my A	Agreement with G	ES.	

Date

Signature



GEM EXHIBIT ACCESSORIES ORDER FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 torontoexhibitorservices@ges.com www.gesexpo.ca

SHO	W:	AACE Annual Meeting 2016				SCOUNT PRICE June 3, 2016
		EXHIBITOR INFORMATION				CREDIT CARD AUTHORIZATION
STREE	≣Τ	BOOTH #: PROV/STATE CODE				MASTERCARD VISA AMEX EXPIRY DATE/
E-MAII	L					CARDHOLDER NAME
PHON	E	FAX				CARDHOLDER SIGNATURE
CONT	ACT	NAME				CHEQUE ATTACHED (PAYABLE TO GES CANADA)
	AL	L ORDERS MUST BE PREPAID IN FULL (OR	RDERS CA	N NOT E	BE PR	ROCESSED UNTIL PAYMENT IS RECEIVED)
QTY	#	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	ТОТА	AL
	1	Pedestal (White) 20"L x 20"W ☐ 28"H or ☐ 36"H	\$144.00	\$214.00		
	2	Pedestal White 40"L X 40"W (Tops are 20" X 20") (Unit Heights - 16"- 28" & 28"- 40")	\$522.00	\$787.00		
	3	Storage Counter (White) 80"L X 20"W X 40"H	\$434.00	\$650.00		1 2 3 4
	4	Curved Counter (White) 60"L X 20"W X 40"H	\$345.00	\$517.00		
	5	99A Showcase (White/Glass) 40"L X 20"W X 41"H	\$345.00	\$517.00		
	6	99B Showcase (White/Glass) 40"L X 20"W X 41"H	\$345.00	\$517.00		
	7	99C Showcase (White/Glass) 26"L X 26"W X 96"H	\$521.00	\$781.00		
	8	99D Showcase (White/Glass) 40"L X 20"W X 96"H	\$521.00	\$781.00		5 6
			•			
QTY	#	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL	
	Α	Waterfall With Eight Balls	\$42.00	\$64.00		
	В	Grid Panels - 38"W X 44"H White Panels (2" Squares)	\$144.00	\$214.00		
	С	Garment Rail 39"W	\$51.00	\$76.00		A B C
	D E	Shelves □ Flat □ Angled 37"L X 12"W Slatwall Panels - 37"W X 96"H Grey	\$43.00	\$65.00		
		(Upgrade for standard panels)	\$121.00	\$181.00		
		Accessories A to E are designed to fit GES Hards	wall booths o	nly		D E
Te •/ •/ •/ •/ •/	erms All ite No re All cla Exhib	ttach Diagram Of Booth Indicating Locations F 8. Conditions Ems subject to availability. Efunds/exchanges once show move-in begins. Eaims or discrepancies must be settled prior to show of the option is responsible for all items for the duration of the ges are for rental of equipment. All items remain the price received after the Discount Price Date will be principle.	closing. show. property of (GES.		Slatwall. Grid Panels Cannot Be Installed In Corners. SUBTOTAL 13% HST TOTAL HST #R104060264
		I have read and understand th	e Terms 8	Condit	ions o	of my Agreement with GES.

Date

Signature



Customized Rental Exhibits

Our Creative Exhibit Team will design a cost-effective, turnkey exhibit that will

- Exceed your expectations
- Highlight your brand
- Attract positive attention
- Stay within your budget

Your successful Tradeshow is just a phone call or click away...

Jodi Anastasakis ≈ 905-283-0559 ≈ janastasakis@ges.com











Graphic Design & Production

GES is your one stop exhibit solution partner. Take advantage of our Creative Services Department to enhance your presence on the show floor.

Upgrade a show special, or design from scratch. Our team of in-house Designers & Production Technicians, can help you realize your vision quickly and affordably.



- Backlit signs
- Banners & hanging signs
- Floor/carpet decals
- Backwall murals

- Easel & freestanding signs
- Posters
- Custom cut signs & decals
- Branding graphics

Please contact Jodi Anastasakis: 905.283.0559

or email: janastasakis@ges.com



SIGN ORDER FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 torontoexhibitorservices@ges.com www.gesexpo.ca

SHOW:	AACE Annual Meeting 2	016	DISCOUNT PRICE DEADLINE DATE:	June 3, 2016
	EXHIBITOR INFORMAT	ION	CREDIT CARD	AUTHORIZATION
ВО	OTH #:		MASTERCARD [□VISA □ AMEX
COMPANY				
STREET			EXPIRY DATE	
CITY	PROV/STATE	CODE	_	
·			CARDHOL	DER NAME
PHONE	FAX		CARDHOLDE	R SIGNATURE
CONTACT NAME			CHEQUE ATTACHED	(PAYABLE TO GES CANADA)
ALL ORI	DERS MUST BE PREPAID IN FUL	L (ORDERS CAN NOT	BE PROCESSED UNTIL PAY	MENT IS RECEIVED)
e.	IGN LAYOUT	Sign Sizes	Discount Price	Regular Price
31	IGN LATOUT	11" x 14"	\$ 42.00	\$ 63.00
★ \	<u>Nidth</u>	14" x 22"	\$ 75.00	\$113.00
T	Inches Wide	22" x 28"	\$ 98.00	\$146.00
		7" x 44"	\$ 72.00	\$108.00
Height	By —	28" x 44"	\$125.00	\$188.00
		40" x 60"	\$276.00	\$414.00
↓	Inches High		ARE NOT INCLUDED IN	·
		23333	ARE NOT INCESSES II	
	PLEASE PR	INT OR TYPE WO	RDING REQUIRED:	
	ALL SIGNS MUST	BE PICKED UP FE	ROM OUR ON-SITE DES	K
	ALL SIGNS MUST	BE PICKED UP FR	ROM OUR ON-SITE DES	K.
Terms & Conditions	<u>s</u>		s	K. SUBTOTAL
•All orders receive	sed after the Discount Price Date will be		s	SUBTOTAL13% HST
•All orders receive •There are no refu	<u>s</u>	processed at the Regular F	Price.	UBTOTAL

Date

Signature



PLANT ORDER FORM

BOOTH #: COMPANY STREET PI E-MAIL PHONE	ROV/STATE		MAST	DIT CARI	D AUTHORIZ	ZATION
COMPANYPI CITYPI E-MAILPHONE	ROV/STATE			ERCARD		
COMPANYPI	ROV/STATE		EXPIR		□VISA [AMEX
-MAILPI	ROV/STATE		EXPIR			
MAIL		CODE	I	DATE	/	_
HONE						
				CARDI	HOLDER NAME	
ONITACT NAME	FA>	<		CARDHO	LDER SIGNATURE	
ONTACT NAME				1	HED (PAYABLE TO GE	S CANADA)
	rea	te a Lasting I		ssio	n!	
QTY	ITEM#	DESCRIPTION	DISCOUNT	REGULAR	TOTAL	Sla
	-		PRICE	PRICE	TOTAL	JANE .
	PFP25 PFP68	2 ft. to 5 ft. Tall 6 ft. to 8 ft. Tall	\$81.00 \$160.00	\$123.00 \$240.00		
	PFP910	9 ft. to 10 ft. Tall (Indoor Tree)	\$160.00	\$360.00		7
	1111310	GREEN TABLE PLA				/ Section
	PBF	Boston Fern	\$60.00	\$90.00	5	
16-7	PTP	Table Plant - 10"	\$60.00	\$90.00		
	PMUM	Mums	\$36.00	\$54.00		
		FLOWERING PLANTS & SPEC	IAL REQUE	STS		
	PFAS	Standard Fresh Flower Arrangement	\$117.00	\$177.00		
	PFAP	Premium Fresh Flower Arrangement	\$217.00	\$327.00		
	PFAE	Exotic Arrangement	\$149.00	\$225.00		



Factoring Green into Exhibition

We integrate sustainable business practices, both internally and with preferred vendors in the exhibition industry.

With the future in mind, we are dedicated to providing green product options and services to all our show organizers and exhibitors. As the need to conserve resources grows, we will continue to explore ways to deliver sustainable solutions.

Our green exhibition products:

- 100% recyclable graphics, use of bioboard (60% recycled content) and biobanner (an oxobiodegradable alternative to vinyl)
- 100% recyclable carpet and carpet padding made with 98% pre- and post-consumer content
- Using ExpressosM, our online ordering system, for most shows reduces the use of paper exhibitor manuals

Our green operational efforts:

- · Recycling carpet and padding
- · Utilizing energy efficient lighting
- Recycling paper and ink cartridges from printers
- Purchasing recycled paper and signage products
- Recycling steel and aluminum exhibit structures



Please consider the environment before printing this page.



LABOUR SERVICE ORDER FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 torontoexhibitorservices@ges.com www.gesexpo.ca

		torontoexhibitorservices@ges.com	www.gesexpo.ca		
SHOW:	А	ACE Annual Meeting 2016	DISCOUNT PE DEADLINE DA		2016
	E	(HIBITOR INFORMATION	CREDIT	CARD AUTHORIZ	ATION
	BOOTH #	t:	☐ MASTERC	ARD 🗆 VISA 🗆	AMEX
COMPANY_					
STREET			EXPIRY DATI	E/	_
CITY		PROV/STATECODE	_		
E-MAIL			_	CARDHOLDER NAME	
PHONE		FAX		CARDHOLDER SIGNATURE	
CONTACT N	IAME			JE ATTACHED (PAYABLE TO GES	CANADA)
	EXHIBIT	OR MUST REPORT TO GES SERVICE C	ENTRE TO RECE	IVE THEIR LABO	UR
LABOUR RA	ATES ARE CHA	ARGED PER PERSON AT <u>A MINIMUM CHARGE OF ONE HOUR</u> . (A 30% SURCHARGE WILL BE APF			JR INCREMENTS.
		LABOUR INSTALLATION AN	ID DISMANTLING	9	
CODE	CODE	DESCRIPITION			PER HOUR
LINREG	LOREG	Straight Time Monday-Friday 8:00am - 4:00pm			\$110.00
LINOT	LOOT	Overtime Monday-Friday 4:00pm - 6:00pm, Sa	aturday & Sunday 8:00a	am - 4:00pm	\$166.00
LINDT	LODT	Double Time Monday-Friday After 6:00pm, Saturda	ay & Sunday After 4:00p	om, All Holiday Hours	\$215.00
	•				•
	TALLATION		□yes □no		
Carrier: _		Delivery Date/Time:	e/ Month / Year	Al	M PM
SUF	PERVISION	☐By Exhibitor (Provide Name of Rep)		□By GES 30% sui	rcharge applies
		(Exhibitor MUST be Present to Supervise		(Exhibitor does NOT have	e to be present)
DATE/TIM	IE LABOUR	R REQUIRED: Day / Date/ Month / Year		A	M PM
NUMBER	OF PEOPL	E REQUIRED X HOURS PER PE	RSON	= TOTAL EST. HRS	S
DIS	MANTLING				
Carrier:		Delivery Date/Time:		Al	M PM
- Cumon		Day / Dat	e/ Month / Year		
SUF	PERVISION	☐By Exhibitor (Provide Name of Rep) (Exhibitor MUST be Present to Supervise	:	□By GES 30% sui (Exhibitor does NOT hav	
DATE/TIM	IE I AROUR	REQUIRED:		(Exhibitor does <u>NO1</u> hav	
	IL LABOUR	Day / Date/ Month / Year		ΛΙ	VI I IVI
NUMBER	OF PEOPL	E REQUIRED X HOURS PER PE	RSON	= TOTAL EST. HRS	S
Terms & Co	nditions				
When Exhi	bitor is super	vising labour the Exhibitor must check labour in and out at	the GES Service Centre	EST. SUBTOTAL	
		change labourers and/or rates as shifts change. es must be settled within one week of show closing.		13% HST EST. TOTAL	
• Uncancelle	ed labour will l	be charged a minimum fee of 1 hour per person.			HST #R104060264
• GES LIMITS	s of Liability a	рріу.			
		I have read and understand the Terms & Condi	tions of my Agreem	nent with GES.	
		Signature	Date	!	



MATERIAL HANDLING INFORMATION SHEET

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 www.gesexpo.ca

MATERIAL HANDLING SERVICES & SHIPPING INFORMATION

IMPORTANT - PLEASE READ CAREFULLY

GES has been appointed by Show Management to provide Material Handling services for the **AACE Annual Meeting 2016**. Exhibitors must use GES to perform this service which includes:

- ♦ RECEIVING, DOCUMENTING AND INSPECTING YOUR SHIPMENT(S) ON ARRIVAL
- ♦ UNLOADING OF SHIPMENT(S) AT THE SHOW SITE DOCK & DELIVERY TO BOOTH
- REMOVING OF EMPTY CONTAINERS FROM BOOTH TO STORAGE AREA
- ♦ STORING YOUR EMPTY CONTAINERS IN THE STORAGE AREA
- RETURNING OF EMPTY CONTAINERS TO BOOTH AFTER SHOW CLOSING
- ♦ MOVING YOUR OUTBOUND SHIPMENT TO THE LOADING DOCK
- ♦ RELOADING OF SHIPMENT(S) FROM DOCK ON TO YOUR CARRIER

GES, as the official Material Handling contractor, is required by Show Management to perform this service. These services are charged per hundred weight with a 200 lb minimum at the expense of the exhibitor. All Shipments must be accompanied with a Certified Weight Ticket (CWT). If no CWT is available, GES will weigh your shipment on site and special handling charges will apply. For all loose, stacked and uncrated shipments, Special Handling rates will apply. To avoid additional charges, please complete and return the MATERIAL HANDLING ORDER FORM provided.

Exhibitors shipping to the advance warehouse receive the following additional services:

- ♦ STORAGE UP TO 30 DAYS IN THE ADVANCE WAREHOUSE
- ♦ DELIVERY OF SHIPMENT(S) FROM ADVANCE WAREHOUSE TO SHOW SITE
- ♦ FIRST PRIORITY UNLOADING STATUS

** LOOSE AND UNCRATED SHIPMENT(S) <u>WILL NOT</u> BE RECEIVED BY ADVANCE WAREHOUSE**

LABELING YOUR PACKAGES FOR SHIPPING:

A) ADVANCE SHIPMENTS TO WAREHOUSE DEADLINE DATE:

Friday, May 27 - Friday, June 17, 2016

NAME OF EXHIBITING COMPANY - BOOTH NUMBER c/o **GES/**

AACE Annual Meeting 2016

6130 Netherhart Rd.

Mississauga, Ontario, Canada L5T 1B7

B) DIRECT SHIPMENTS TO SHOW SITE TARGET DATE:

Saturday, June 25, 2016 1:00 pm - 6:00 pm Sunday, June 26, 2016 9:00 am - 1:00 pm

NAME OF EXHIBITING COMPANY - BOOTH NUMBER c/o **GES/**

AACE Annual Meeting 2016

Loading Dock - 100 Richmond Street Toronto, Ontario, Canada

M5H 3K6



MATERIAL HANDLING ORDER FORM

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torontoexinationservices@ges.co	www.gesexpo.ca
SHOW: AACE Annual Meeting 2016	DISCOUNT PRICE June 3, 2016
EXHIBITOR INFORMATION	CREDIT CARD AUTHORIZATION
BOOTH #:	☐ MASTERCARD ☐ VISA ☐ AMEX
COMPANY	
STREET	EXPIRY DATE/
CITYPROV/STATECODE	
E-MAIL	CARDHOLDER NAME
PHONE FAX	
CONTACT NAME	CARDHOLDER SIGNATURE CHEQUE ATTACHED (PAYABLE TO GES CANADA)
CREDIT CARD AUTHORIZATION (ABOVE) MUST BE COMPLETE ADVANCE SHIPMENT(S) TO WAREHOUSE:	
• Shipment(s) must be received between: May 27th - June 17th, 2	
• Estimated Weight of Shipment(s) - Rounded up to the nearest 1	
• Rate \$102.00 per 100lbs. (200lb. minimum)	Pounds
 Shipments arriving without a certified weight ticket will be subject 	ot to Special Handling rates.
DIRECT SHIPMENT(S) TO SHOWSITE:	
• Shipment(s) may arrive at Show Site on or after: June 25, 1pm -	6pm & June 26, 9am - 1pm
 Estimated Weight of Shipment(s) - Rounded up to the nearest 1 	
• Rate \$87.00 per 100lbs. (200lb. minimum)	
Shipments arriving without a certified weight ticket will be subject.	ct to Special Handling rates.
SMALL PACKAGES: (Maximum 50lbs / Shipment):	
•Rate of \$42.00 First Package	
 Rate of \$10.00 for each additional package (in the same shipments) 	ent) to a 50lb. Maximum
If over 50lbs., Rates for Advance or Direct Shipments will apply	The decolor Maximum
SPECIAL HANDLING: (30% Surcharge Applies to Entire	Shipment):
All shipments of loose, padded or uncrated materials. All special	l unloading requirements, such as ground side door/
constricted or stacked unloading.	ramodaling requirements, each as ground state ason
All Direct and Advance Shipments without certified weight ticket o	or proven inaccurate weight ticket.
PLEASE COMPLETE THE FOLLOWING:	
Carrier Name:	Number of Pieces: Total Weight:
Goods are scheduled for delivery to: Show Site Advance	
Date goods are scheduled to arrive:	
Terms & Conditions	
•Collect shipments will not be accepted.	EST. SUBTOTAL
 GES is not responsible for concealed damage, damage to loose or inadequately packed shipments or loss of merchandise after delivery to booth. 	13/6 ПЗ1
 It is the exhibitor's responsibility to secure and maintain loss & damage insurance cover for their exhibit properties. 	Ÿ .
•All claims or discrepancies must be settled at the GES Service Centre prior to show close	osing.
I have read and understand the Terms & Cond	ditions of my Agreement with GES.

Date

Signature

ADVANCE WAREHOUSE SHIPPING LABEL

AACE Annual Meeting 2016

EXHIBIT SHIPMENT FOR ADVANCE WAREHOUSE

SHIPPER:	(Name of Company where shipment originates.)
TO:	(Name of your exhibiting Company at the show.)
BOOTH NU	
	(Your booth number at the show.)
6130 Ne	CE Annual Meeting 2016 etherhart Rd. auga, Ontario, Canada
CARRIER:	(Name of your Transportation Company)
NUMBER	OF PIECES
	MENTS TO WAREHOUSE MUST BE RECEIVED BETWEEN: 27, 2016 to June 17, 2016 9am - 4pm

DIRECT TO SHOW SITE SHIPPING LABEL

AACE Annual Meeting 2016

EXHIBIT SHIPMENT FOR DIRECT TO SHOWSITE

SHIPPER:	
	(Name of Company where shipment originates.)
TO:	
	(Name of your exhibiting Company at the show.)
BOOTH NU	MBER:
	(Your booth number at the show.)
C/O:	GES/AACE Annual Meeting 2016 Sheraton Centre Toronto Hotel Loading Dock 100 Richmond Street Toronto, Ontario, Canada M5H 3K6
CARRIER:	(Name of your Transportation Company)
NUMBER[OF PIECES
DIRECT	SHIPMENTS TO SHOWSITE TO ARRIVE ON:
June 25, 2	016 1pm - 6pm / June 26, 2016 9am - 1pm







GES Logistic Services

GES is proud

to offer our

clients a one

source solution

for

Customs and

Transportation

services

Your Choice of Reliable Service Options

- Time Critical Ground
- Expedited Ground
- 3-5 Day Deferred
- Common Carrier
- Van Line

24-Hour Tracking

Call toll free 1-877-437-4247 for immediate information on the status of your shipment

On-Site Representation

GES Logistics representatives will be on site from the beginning of move-in and throughout the event until the last shipment leaves the show floor

Competitive Pricing

You will benefit from priority delivery at competitive prices thanks to special arrangements we have with select carriers

Simplified Budgeting

Our transportation management system gives you the information you need to budget more effectively

Simplified Ordering

For your convenience choose one of the ordering options available:

Online: www.gesexpo.ca

Phone: 905-283-0500 or 1-877-437-4247

• Fax: 905-283-0501

Ship everywhere with GES Logistics Services.



PRIORITY ON THE FLOOR... MEANS GES LOGISTICS

It's (almost) show time! Are you ready?

GES offers many products and services to help you achieve the results you are looking for. Have you considered...

GES Logistics Services Local, Regional, International

- Transportation
- Tracking & Tracing
- Warehousing
- ☑ Exhibit Management

Let GES Logistics handle the details. We smoothly navigate the many challenges of event management from shipping to tracking to warehousing and more.

Our **GES** Logistics team offers you

one-stop shopping for all your tradeshow and event needs.

Transportation management you can rely on.

With **GES** Logistics, you have a variety of shipping options:

- Common Carrier
- LTL trucking to handle national, regional and local shipping
- Full truck load for economy
- Air, including second-day and deferred

Want to find out more?

Call toll free at 1 877 437-4247 (x573) or complete information below and fax to (905) 283-0501, and let GES take care of your logistics needs from start to finish.

Company Name:	Phone:
Contact:	Fax:



Please Print Name:

SHIPPING ORDER FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247 torontoexhibitorservices@ges.com www.gesexpo.ca

PICK UP INFORMA	ATION						
COMPANY NAME:			PICK UP DATI	E:		PICK UP	TIME:
ADDRESS:			BUSINESS HO	OURS:		_ LOADIN	G DOCK: YES NO
CITY:PROV	/STATE:CODE:,		CUSTOMS PA	PERW	ORK ATTACH	IED: Y	ES NO
CONTACT:			IF YES, CUST	TOMS E	BROKER:		
PHONE:			CONTACT:				
FAX: EN	ЛАIL:		PHONE:				
I will be shipping to:	ANCED WAREHOUSE		SHOW SITE				
DESTINATION	N						
COMPANY NAME:			BOOTH #:				
ON-SITE CONTACT:							
SHOW NAME: AACE Annua	al Meeting 2016		DELIVERY DA	ATE:		DELI	/ERY TIME:
FACILITY: Sheraton Centre Toron	nto Hotel - Loading Dock						
ADDRESS: 100 Richmo	and Street						
	V/STATE: Ontario		POSTAL COD	E:	M5H 3K6		
SERVICE REQUI			ONE WAY	, [ROUND TR	IP.	
SA	ME DAY OVERN	NIGHT	2ND DAY		3-5 DAY	GRO	DUND
ITEMS TO BE SHII	PPED	SERVIO	CE WILL BE CH	IARGE	D ON ACTUA	L WEIGHT	- & DIMENSIONS
TOTAL NUMBER OF PIECES:			DIMENSI	ONS IN	INCHES:		ESTIMATED WEIGHT:
CARTONS (CARD	BOARD)		н	x W _	x L		
CASES/TRUNKS (FIBRE) COLOUR:		н	x W _	x L		
CRATES (WOODE	N)		н	x W _	x L		
SKIDS/PALLETS			н	x W _	x L		
CARPET/COLOUR	ł:		н	x W _	x L		
OTHER LIST:			н	x W _	x L		
TOTAL					TOTAL WE	IGHT:	
BILLING AND PAYMENT IN	FORMATION						
COMPANY NAME:		ADDRES	SS:				_ CITY:
PROV/STATE:	CODE:	EMAIL: _		TEL:		FA	X:
CREDIT CARD NUMBER:					EXPIR	Y DATE: _	
□ VIS	Α	□ M/	ASTERCARD	1			AMERICAN EXPRESS
CARDHOLDER NAME:		C/	ARDHOLDER S	SIGNAT	ΓURE:		
TERMS & CONDIT	IONS						
GES assumes no responsibility for shipments left in bo tendering shipments to carrier. GES reserves the right deadline. GES assumes no responsibility for misdirect commodity description, otherwise shipment shall be de 1) GES shall not be responsible for damage to uncrate material after same has been delivered to exhibitor's be show. Bill of Lading covering outgoing shipments, whis be responsible for any loss, damage, or delay due to fit damage to the specific article which is lost or damaged shipment, whichever is less. 6) GES shall not be liable damage to an exhibitor's materials which may make it exhibitor, shall be construed as an acceptance by such	It or eroute any outgoing shipment via an ted shipments as a result of old shipping I isscribed as exhibition materials. and materials, materials improperly packed ooth. 3) GES shall not be responsible for chare furnished by GES to exhibitors, wil re, acts of God, strikes, lockouts or work I, and in any event GES's maximum liabili e to any extent whatsoever for any actual impossible or impractical to exhibit same.	alternate carrier labels which rem: d, or concealed d: r loss, theft, or dis ill be checked at ti stoppages of any lity shall be limited il, potential, or ass . 7) The consign	in the event the request ain on containers. It is a mage. 2) GES shall n sappearance of materia ime of actual pick-up from of its or the containers of the c	ted carrier the shippe not be resp als before the om booth a beyond its er article w or revenue hipment to	fails to pick up the sl r's responsibility to s consible for loss, theft hey are picked up from and corrections made s control. 5) GES's! tith a maximum liabili- es, or for any collater GES by an exhibitor	nipment by establate the national it, or disappearan mexhibitor's book where discrepaliability shall be lifty of \$50.00 per it all costs, which means, or by any shipp	lished carrier check-in motor freight classification ce of exhibitors th for reloading after the noies occur. 4) GES shall not mited to the physical loss or tem, or \$1,000.00 per hay result from any loss or er to or on behalf of the
By signing this order form, ship	oper agrees to be boun	nd by all it	s terms and o	condit	ions.		
v		,			Doto		







GES Customs Services

GES is proud
to offer our
clients a one
source solution
for
Customs and

Transportation

services

Reliable and Efficient Service

- Experienced and reliable staff you can depend on who specialize in trade show Customs procedures
- Personnel are accessible at all times

Value Added Service

Save time and money by making fewer calls

Personalized Service

- Telephone, email and fax communication
- Forms and instructions for completion in all Exhibitor Service Kits
- One-on-one Customs consultation to assist all exhibitors with their specific needs

On-Site Representation

GES Customs Services representatives will be on site from the beginning of move-in and throughout the event until the last shipment leaves the trade show floor

Simplified Ordering

For your convenience choose one of the ordering options available:

Online: www.gesexpo.ca

• Phone: 905-283-0500 or 1-877-437-4247

• Fax: 905-283-0501

Leave all your shipping, customs clearance and furniture rentals to GES.



Customs / Transportation Order Form

THE ORIGINAL OF THIS ORDER FORM MUST BE COMPLETED & RETURNED TO ENSURE CUSTOMS CLEARANCE PLEASE ACCEPT THIS AS YOUR AUTHORITY TO PROVIDE CUSTOMS CLEARANCE AND/OR TRANSPORTATION SERVICES

PLEASE ACCEPT THIS	AS YOUR AUTH	HORITY TO PROVIDE	CUSTOMS CLEARA	NCE AND/OR TRANSP	ORTATION SERVICES	
WE WISH TO USE GES SEF FOR (PLEASE CHECK ONE		Customs Cle And Transpo	earance Contation	Customs Clearance Only	Transportation Only	
SECTION 1		EXHIBITOR	AND SHIPMENT IN	IFORMATION		
Exhibitor / Company Name:	ibitor / Company Name: ABC MACHINE COMPANY Email Address:					
U.S. Tax # or U.S. IRS ID #:						
Event Name & Booth #:	INTERNATION 1430	ONAL MACHINER	Y SHOW		Booth #:	
Facility Name: MTCC - M	ETRO TORON	TO CONVENTION	CENTRE - SOU	TH BLDG		
Shipment Date: MARCH 3,	2001	From (City): NE	W YORK	Carrier Name:	GES LOGISTICS	
It Consists of (# Cartons): 6		We	eight: 1,500	\boxtimes	lbs. 🗌 kgs.	
Our Rep @ Event: BILL	SMITH	Staying At (F	lotel): RYH - R	OYAL YORK	Tel: 416-368-2511	
PLEASE DO	NOT SHIP BY PAF	RCEL COURIER OR MA	IL – WE WILL NOT BE RI	ESPONSIBLE FOR TIMELY	/ DELIVERY	
SECTION 2		RETURN SHIPM	ENT CONSIGNMEN	NT INFORMATION		
Company Name: ABC MA	CHINE COMP	ANY				
Delivery Address: 100 -	5 TH AVENUE					
City: NEW YORK		Province/State:	NEW YORK	Postal	/ Zip: 10012-1010	
Name: JOE BROWN	ame: JOE BROWN Telephone: 212-286-2140 Fax Number: 212-286-				ımber: 212-286-2100	
Ship Via: Common C	Carrier	☐ Our Compan	y Vehicle	Van Line Service	Air Freight Service	
SECTION 3 CREDIT CARD AUTHORIZATION (NOTE – THIS SECTION MUST BE COMPLETED) I hereby authorize use of the following credit card for payment of services relative to this order form CREDIT CARD INFORMATION MUST BE COMPLETED Charge To: MASTERCARD AMERICAN EXPRESS						
	3 456 789	012	Expiry:	09/03		
Cardholder's Name: BI	LL SMITH		Title:	DIRECTOR OF	F SALES	
Cardholder's Signature: BI	LL SMITH					
		ORIGINAL SIG	GNATURE REQUIRED			
SECTION 4		INVOICE	STATEMENT INFO	ORMATION		
Company Name: ABC MA	CHINE COMP	ANY				
Mailing Address: 100 -	5 TH AVENUE					
City: NEW YORK		Province/State:	NY	Postal / Zi	p: 10012-1010	
Attention: BILL SMITH		Telephone:	212-286-2140	Fax Numb	er: 212-286-2100	
SECTION 5		OI	RDER AUTHORIZEI	D BY		
This Form Was Completed By (Please Print Full Name)	: JOE BR		-			
Title: DIRECTOR OF MAR	KETING		Date: API	RIL 17, 2001		



Customs / Transportation Order Form

THE ORIGINAL OF THIS ORDER FORM MUST BE COMPLETED & RETURNED TO ENSURE CUSTOMS CLEARANCE PLEASE ACCEPT THIS AS YOUR AUTHORITY TO PROVIDE CUSTOMS CLEARANCE AND/OR TRANSPORTATION SERVICES

PLEASE ACCEPT THIS AS YOUR AU	THORITY TO PROVIDE CUSTOMS C	LEARANCE AND/OR TRANSPORTATION SERVICES	
WE WISH TO USE GES SERVICES FOR (PLEASE CHECK ONE)	Customs Clearance And Transportation	Customs Clearance Transportation Only Only	
SECTION 1	EXHIBITOR AND SHIPMI	ENT INFORMATION	
Exhibitor / Company Name:		Email Address:	
U.S. Tax # or U.S. IRS ID #:			
Event Name & Booth #:		Booth #:	
Facility Name:			
Shipment Date:			
It Consists of (# Cartons):	Weight:	☐ lbs. ☐ kgs.	
Our Rep @ Event:	Staying At (Hotel):	Tel:	
PLEASE DO NOT SHIP BY PA	ARCEL COURIER OR MAIL – WE WILL NO	OT BE RESPONSIBLE FOR TIMELY DELIVERY	
SECTION 2	RETURN SHIPMENT CONSIG	SNMENT INFORMATION	
' -			
Delivery Address:			
City:	<u> </u>		
Name:	Fax Number:		
Ship Via: Common Carrier	Our Company Vehicle	☐ Van Line Service ☐ Air Freight Service	
SECTION 3 CREDIT CAR	RD AUTHORIZATION (NOTE –	THIS SECTION MUST BE COMPLETED)	
☐ I hereby authorize use of the following o	redit card for payment of services	relative to this order form	
CREDIT CARD INFORMATION MUST BE	COMPLETED		
Charge To: UISA	☐ MASTERCARD	☐ AMERICAN EXPRESS	
Credit Card Number:	Ex	xpiry:/	
Cardholder's Name:	Tit	tle:	
Cardholder's Signature:			
	ORIGINAL SIGNATURE REQU	JIRED	
SECTION 4 Company Name:	INVOICE / STATEMEN	IT INFORMATION	
Mailing Address:			
City:	Drawings/Otata	Postal / Zip:	
Attention:	Telephone:	Fax Number:	
		Email:	
SECTION 5	ORDER AUTHO	ORIZED BY	
This Form Was Completed By: (Please Print Full Name)			
,	Data	·	
Title:	Date	·	

C	ANADA CUSTOMS INVOICE / FACTURE DES DOUAN	INES CANA	DIENNES	Page 1 of	1 2	
ABC MACHIN 100-5 TH AV NEW YORK, 10012-1010	ENUE NY	2 Date of Direct Shipment to Canada Date d'expedition directe vers le Canada MARCH 3, 2001 Other References (Include Purchaser's Order No.) Autres references (inclure le no de commande de l'acheteur) 31-2293941 (COMPANY IRS#) 5 Purchaser's Name and Address (if other than Consignee) Nom et Addresse de l'acheteur (s'il differe du destinataire) NO SALE INVOLVED				
	ONAL MACHINERY SHOW TORONTO CONVENTION CENTRE	6 Country	of Transhipment / Pa	ays de transborderme	ent	
222 BREMNI TOROTNO, O M5V 2E6			of Origin of Goods ne des marchandises	If shipment includes go enter origins against ite Si l'expedition compren d'origines differentes, e en 12	ms in 12	
VII. 1 Is this a related company transaction? (i.e. Est-ce que les compagnies sont liees entre elles? Cond			Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalities de paiement (p. Ex. Vente, Expedition en consignation, location de marchandises, etc.)			
YI	ES OUI NO NON					
Trans	portation: Give Mode and Place of Direct Shipment to Canada port: Preciser mode et lieu d'expedition directe vers le Canada ogistics new york, ny	10 Currency	y of Settlement / Dev	rises du paiement		
11. No. of Pkgs. Nbre. de colis	Pkgs. General Description and Characteristics i.e. Grade Quality) Nbre. Designation des articles (Nature des colis, marques et numeros, description			ntity State Unit) Relacement Value Quantite Valeur de Remplacement ser l'unite)		
				14 Unit Price Prix Unitaire	15 Total	
3 PCS 1 PC 1 PC	WOODEN CRATES-COMPUTERS (CERTIFICATE OF REGISTRATION ATTACHED) CRATE-COMPUTER MONITOR (CERTIFICATE OF REGISTRATION ATTACHED) CARTON-ADVERTISING LITERATURE		3 1 1,000	\$1,000.00 \$ 500.00 \$ 0.10	\$3,000.00 \$ 500.00 \$ 100.00	
1 PC	CARTON-PLASTIC KEY CHAINS / BOOKS		50	\$ 0.50	\$ 25.00	
18 I	Number of Pieces / Nombre total de pieces 6 f any fields of 1 to 17 are included on an attached commercial invoice, of the series of the se		16. Total Wei 1,500bs. ⊠k	ght / Poids total	17. Invoice Total Total de la facture	
case		e cocher celle	Net. Weight	Gross Wt./ Brut		
19 Export Nom e	tercial Invoice No. / No. De la facture commerciale ter's Name and Address (if other than Vendor) et adresse de l'exportateur (s'il differe du vendeur)	Expedite	or (Name and Addrest eur d'origine (Nome e hine company avenue k, ny			
	tmental Ruling (if applicable) on ministerielle (s'il y a lieu)	Contact: BIL:	L SMITH			
N/A		Tel: 212-	-268-2140	Fax: 212-268-2511		

CANADA CUSTOMS INVOICE / FACTURE DES DOUA	NNES CANA	DIENNES	Page of	
1 Vendor (Name and Address) / Vendeur (Nom et Adresse)		Direct Shipment to 0 xpedition directe ve	Canada	-
			Purchaser's Order No e no de commande de	
4 Consignee (Name and Address) / Destinataire (Nom et Addresse)			ess (if other than Cons eur (s'il differe du dest	
	6 Country	of Transhipment / F	ays de transbordermo	ent
		of Origin of Goods ne des marchandises	If shipment includes go enter origins against ite Si l'expedition compren d'origines differentes, e en 12	ems in 12
VII. 1 Is this a related company transaction? Est-ce que les compagnies sont liees entre elles?	(i.e. Sale Conditio	ns de vente et mod	ns of Payment oment, Leased Goods alities de paiement (p location de marchand	. Ex. Vente,
YES OUI NO NON				
8 Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Preciser mode et lieu d'expedition directe vers le Canada	10 Currency	y of Settlement / De	vises du paiement	
11. No. of Pkgs. Nbre. de colis 12 Specification of Commodities (Kind of Packages) Marks and N General Description and Characteristics i.e. Grade Quality) Designation des articles (Nature des colis, marques et numero generale et caracteristiques. P. Ex. Classe, qualite)		13 Quantity (State Unit) Quantite (Preciser l'unite)		nent Value emplacement
		,	14 Unit Price Prix Unitaire	15 Total
XI.1 Total Number of Pieces / Nombre total de pieces				47 L
18 If any fields of 1 to 17 are included on an attached commercial invoice, check this box / Si les renseignements des zones 1 a 17 figurenet sur la facture commerciale cocher cette case		16. Total Weight / Poids total		17. Invoice Total Total de la facture
Commercial Invoice No. / No. De la facture commerciale	20 Originat	Net. Weight or (Name and Addre	Gross Wt./ Brut	
19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il differe du vendeur)		or (Name and Addre eur d'origine (Nome		
21 Departmental Ruling (if applicable) Decision ministerielle (s'il y a lieu)	Contact:			

Tel:

Fax: