

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 Exhibits & Accessories
- ✓ Signs & Graphics
- ✓ Plants
- ✓ Installation & Dismantling Labour
- ✓ In-Booth Forklift
- ✓ 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 **May 16, 2016** 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

8th World Congress on Pediatric Intensive and Critical Care
MTCC South Building, Halls F & G
June 4 - 8, 2016

Venue Shipping Address	Advance Warehouse Shipping Address
Metro Toronto Convention Centre , South Building, Halls F & G 222 Bremner Boulevard, Toronto, Ontario, Canada M5V 3L9 * See shipping label in the exhibitor manual. Note receiving dates below.	8th World Congress on Pediatric Intensive and Critical Care (Company Name & Booth #) 6130 Netherhart Rd. Mississauga, Ontario, Canada L5T 1B7 * See shipping label in the exhibitor manual. Note receiving dates below.

Official Services Contractor		
Global Experience Specialists, Inc. (GES)	Phone	905-283-0500
5675 McLaughlin Road	Fax	905-283-0501
Mississauga, Ontario, Canada	Web Site	www.gesexpo.ca
L5R 3K5	E-Mail	torontoexhibitorservices@ges.com

Show Information	
Booth Size	10' x 10'
Backwall Drape	8' high blue
Sidewall Drape	3' high blue
Aisle Carpet Colour	Hall is carpeted - blue/grey mix
Booth Packages Includes	6' long blue draped table, 2 grey fabric side chairs, 7" x 44" Name Sign

Important Dates - Prior to Show		
Discount Deadline for GES orders received with payment	Monday, May 16, 2016	
Advance Shipments may begin arriving at the Warehouse	Monday, May 2, 2016	9am - 4pm
Last day for Advance Shipments to arrive at the Warehouse	Monday, May 30, 2016	9am - 4pm
Direct Shipments may arrive at Exhibit Site	Friday, June 3, 2016	11am - 5pm

Important Dates - At the Show			
Move In	Saturday, June 4	9am - 6pm	Set up for all Stands
Move In	Sunday, June 5	9am - 1pm	Set up for all Stands (Decoration Only)
Show Hours	Sunday, June 5	3pm - end of Reception	
Show Hours	Monday, June 6	10am - 4:30pm	
Show Hours	Tuesday, June 7	10am - 4:30pm	
Show Hours	Wednesday, June 8	9am - 5pm	
Move Out	Wednesday, June 8	5pm - 11:59pm	*Timetable is subject to change

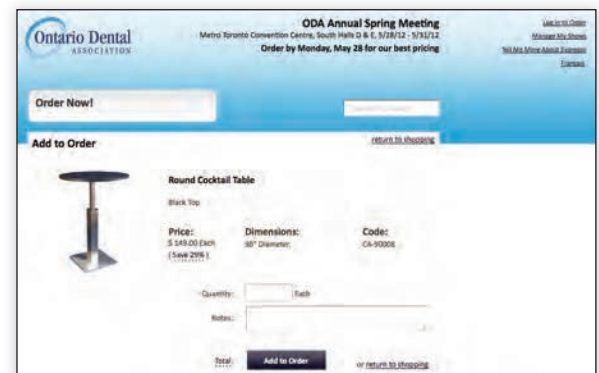
GES On-Site Service Centre		
GES will operate a GES Service Desk to help take care of your on-site requirements such as Furniture and Material Handling. The Service Desk will be open during the following times:		
	Saturday, June 4	9am- 6pm
	Sunday, June 5	9am- 1pm



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: **W.C.P.I.C.C. 2016**

IMPORTANT - READ CAREFULLY

- You are ordering Material Handling, Installation and Dismantle Labour or In-Booth Forklift Services.

EXPIRY DATE:

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CARDHOLDER'S NAME (PRINT): _____

CARDHOLDER'S SIGNATURE:

Cardholder's Billing Address:

City: _____ Prov/State: _____ Code/Zip: _____

Tel: Fax:

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:

W.C.P.I.C.C. 2016

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

You may arrange for an exhibit house or other agent to handle your display & be charged for services. GES will agree to this arrangement if the exhibit house or agent makes satisfactory payment arrangements with us. Both firms must complete this form and return to GES by the Discount Price Deadline Date. It is understood and agreed that the exhibitor is ultimately responsible for payment of charges. If your named third party has not paid the invoice before the last day of the show, any outstanding balance will be charged to the exhibitor'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

☐ MASTERCARD ☐ VISA ☐ AMERICAN EXPRESS

EXPIRY DATE: _____

☐ CORPORATE ☐ PERSONAL

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

☐ MASTERCARD ☐ VISA ☐ AMERICAN EXPRESS

EXPIRY DATE: _____

☐ CORPORATE ☐ PERSONAL

CARD # _____

Cardholder's Name (print)

Cardholder's Signature

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



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torontoexhibitorservices@ges.com www.gesexpo.ca

PAYMENT POLICY INFORMATION SHEET

DISCOUNT PRICING:

To qualify for **Discount Pricing**, orders must be received **with payment in full on or before the deadline date.** 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 **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.

ALL EXHIBITORS MUST PAY 13% HST ON ALL ORDERS.



ELECTRONIC FUNDS/WIRE TRANSFER FORM

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

Please complete and return this form to : Jolanta Baloniak, Accounts Receivable
GES Exposition Services (Canada) Limited
Email: ar@ges.com Fax: 905-283-0501

Your Company Name: _____

Contact Name: _____

Contact Number: _____

Booth Number: _____ Event Name: W.C.P.I.C.C. 2016

GES BANK INFORMATION

PLEASE INCLUDE ALL OF THE FOLLOWING INFORMATION TO ENSURE YOUR FUNDS REACH OUR BANK

Account Name: GES Exposition Services (Canada) Limited

Bank Name: Bank of Montreal
Address: 350-7th Avenue SW
Calgary, AB
T2P 3N9

*IF YOU ARE SENDING CANADIAN DOLLARS

*IF YOU ARE SENDING AMERICAN DOLLARS

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
Intermediary Bank: Wells Fargo Bank (FKA Wachovia)
Swift Code: PNBPU33NNYC

Routing / BIC / NCC / BSC or ABA Number: 026005092

Invoice Amount: _____

Date of Transfer: _____

*Minimum Bank Charge: \$20.00 (North American) \$40.00 (International)

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.



GES | *Global
Experience
Specialists*

furnishings



Grey Fabric Side Chair



Grey Fabric
Counter Stool



Grey Fabric Arm Chair



Grey Lounge 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



Coat Tree



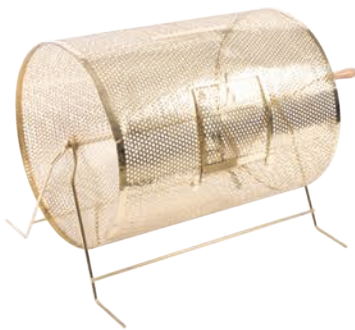
22" W X 28" H
Chrome Sign Holder
(sign extra)



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



FURNISHINGS ORDER FORM

SHOW:

W.C.P.I.C.C. 2016
**DISCOUNT PRICE
DEADLINE DATE:**
May 16, 2016

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

CREDIT CARD AUTHORIZATION

☐ MASTERCARD ☐ VISA ☐ AMEX

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EXPIRY DATE _____ / _____

CARDHOLDER NAME _____

CARDHOLDER SIGNATURE _____

☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)

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

FURNISHINGS

QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	Grey Fabric Side Chair	\$51.75	\$77.75	
	Grey Fabric Counter Stool	\$106.00	\$159.00	
	Grey Fabric Arm Chair	\$74.75	\$112.00	
	Grey Lounge Chair	\$99.00	\$148.50	
	Steno Chair	\$102.25	\$153.50	
	Starbase Table 30" Round 30" High	\$107.00	\$160.50	
	30" Round 18" High Coffee Table	\$81.75	\$122.75	
	Coat Tree	\$44.75	\$67.00	
	22" x 28" Chrome Sign Holder (Sign Extra)	\$94.25	\$141.50	
	Easel	\$57.50	\$86.25	
	Gold Ballot Drum	\$110.50	\$165.75	
	Plexi Pocket (wall mountable only)	\$42.50	\$63.78	
	White Counter Storage Unit 41" H	\$268.00	\$402.00	
	Bag Holder 41"H	\$85.00	\$127.50	
	1 Pair of Stanchions	\$161.00	\$241.50	
	Plastic Wastebasket	\$19.50	\$29.25	

SKIRTED TABLES 30" HIGH

☐ BLACK ☐ BLUE ☐ BURGUNDY ☐ GREEN ☐ RED ☐ SILVER ☐ WHITE

QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	4 Ft. Long x 2 Ft. Wide	\$100.00	\$150.00	
	6 Ft. Long x 2 Ft. Wide	\$118.50	\$177.75	
	8 Ft. Long x 2 Ft. Wide	\$150.75	\$226.00	
	Skirted Fourth Side	Add \$68.00 ea.		

SKIRTED COUNTER 42" HIGH

☐ BLACK ☐ BLUE ☐ SILVER ☐ WHITE

QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	4 Ft. Long x 2 Ft. Wide	\$150.75	\$226.00	
	6 Ft. Long x 2 Ft. Wide	\$170.00	\$255.00	
	Skirted Fourth Side	Add \$68.00 ea.		

NON SKIRTED TABLES

	☐ 4 Ft. ☐ 6 Ft. ☐ 8 Ft.	\$73.75	\$110.50	
	42" H ☐ 4 Ft. ☐ 6 Ft.	Add \$69.00 ea.		

CUSTOM BOOTH DRAPING

☐ BLACK ☐ BLUE ☐ RED ☐ SILVER ☐ WHITE

	3 Ft. High (Per Linear Ft.)	\$14.00	\$21.00	
	8 Ft. High (Per Linear Ft.)	\$18.50	\$27.75	

SUBTOTAL
13% HST
TOTAL

HST #R104060264

Terms & Conditions

- All orders received after the 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 GES 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.

I have read and understand the Terms & Conditions of my Agreement with GES.

Signature

Date

specialty furniture



Black Ladder Stool



Equino White Stool



White Leather Stool



Red Leather Stool



Black Leather Stool

Chrome Wireback Stool



White Sculpted Leather Chair



Also available in black or red

White Sculpted Leather Loveseat

24" Square Chrome/White Cocktail Table



30" Round Cocktail Table Black Top

30" Square Cocktail Table Black Top



Black Corbusier Leather Chair



Also available in white or red

Black Corbusier Leather Loveseat

Throw Pillows



Available in:



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

torontoexhibitorservices@ges.com



GES / *Global
Experience
Specialists*

specialty furniture



42" Round
Black Meeting Table



Grey Leather Ripple
Sled Base Meeting Chair



Black Leather Ripple
Sled Base Meeting Chair



Bar Fridge



Literature
Stand



White Meeting Chair



Round Meeting Chairs



48" Black Coffee Table



72" Chrome & White Meeting Table



48" White Coffee Table



24" Round End Table
Black Top



32" Round Coffee Table
Black Top



32" Round Coffee Table
White Top



24" Round End Table
White Top



Also available in 39" round coffee tables



White Round Tub Chairs

Black Round Tub Chairs



Still can't find it?

For more options please contact the Exhibitor Services Department **905.283.0500**

torontoexhibitorservices@ges.com

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torontoexhibitorservices@ges.com www.gesexpo.ca

SHOW: W.C.P.I.C.C. 2016	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">DISCOUNT PRICE DEADLINE DATE:</td> <td style="width:50%; text-align: right;">May 16, 2016</td> </tr> </table>	DISCOUNT PRICE DEADLINE DATE:	May 16, 2016
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EXHIBITOR INFORMATION			
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E-MAIL _____			
PHONE _____ FAX _____			
CONTACT NAME _____			
CREDIT CARD AUTHORIZATION			
☐ MASTERCARD ☐ VISA ☐ AMEX			
____ ____ ____ ____			
EXPIRY DATE ____ / ____			
CARDHOLDER NAME _____			
CARDHOLDER SIGNATURE _____			
☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)			

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

QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	Black Ladder Stool (Cloth Seat)	\$170.00	\$255.00	
	Equino White Stool	\$203.50	\$305.25	
	Leather Stool ☐ white ☐ red ☐ black	\$203.50	\$305.25	
	Chrome Wireback Stool	\$208.00	\$312.00	
	Sculpted Leather Chair ☐ white ☐ red ☐ black	\$293.25	\$440.00	
	Sculpted Leather Loveseat ☐ white ☐ red ☐ black	\$400.00	\$600.00	
	Chrome/White Cocktail Table (24" square top, 42" high)	\$192.00	\$288.00	
	Round Cocktail Table (Black 30" diameter top, 42" high)	\$209.25	\$314.00	
	Square Cocktail Table (Black 30" top, 42" high)	\$209.25	\$314.00	
	Corbusier Leather Chair ☐ white ☐ red ☐ black	\$344.00	\$516.00	
	Corbusier Leather Loveseat ☐ white ☐ red ☐ black	\$449.75	\$674.50	
	18" Throw Pillows ☐ white ☐ pink ☐ blue ☐ red ☐ orange ☐ yellow ☐ black ☐ green	\$32.25	\$48.50	

QTY	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	42" Black Meeting Table (Round)	\$185.00	\$277.50	
	Leather Ripple Sled Base Meeting Chair ☐ grey ☐ black	\$152.00	\$228.00	
	Bar Fridge	\$253.00	\$379.50	
	Literature Stand	\$224.25	\$336.50	
	White Meeting Chair	\$148.25	\$222.50	
	72" Chrome & White Meeting Table	\$273.75	\$410.50	
	Round Meeting Chairs ☐ white ☐ red ☐ black	\$133.50	\$200.25	
	24"x48" Coffee Table ☐ white top ☐ black top	\$200.00	\$300.00	
	24" Round End Table ☐ white top ☐ black top	\$159.75	\$239.50	
	Round Coffee Table ☐ 32" ☐ 39" ☐ white top ☐ black top	\$180.50	\$270.75	
	Round Tub Chairs ☐ white ☐ black	\$287.50	\$431.25	
NOTE* 3 Seater Sofa Available Upon Request. On-site orders are subject to availability.				

Terms & Conditions

- Colours, sizes and styles may vary.
- All orders received after the Discount Price Date will be processed at the Regular Price.
- 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.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.

SUBTOTAL	
13% HST	
TOTAL	
	HST #R104060264

I have read and understand the Terms & Conditions of my Agreement with GES.

Signature

Date

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EXPIRY DATE ____ / ____					
CARDHOLDER NAME _____					
CARDHOLDER SIGNATURE _____					
☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)					

GEM SHOW SPECIAL INCLUDES:

• Header Sign(s) - 12"x78" • Infill Panels • Carpet • Installed & Dismantled • No Labour Costs • No Material Handling Costs

PACKAGE A: 10'x10' BOOTH

PACKAGE B: 10'x20' BOOTH


(No substitutions please. If you require additional furniture, please refer to the GES order forms enclosed in the manual).

Quantity	Item #	Description	Discount Price	Regular Price	Total Price
	SS001	Package A - 10' x 10'	\$1,033.75	\$1,550.25	
	SS002	Package B - 10' x 20'	\$1,551.25	\$2,326.75	

PLEASE SELECT YOUR CHOICE OF INFILL PANEL AND CARPET COLOUR:

Infill Panel Colour: ☐ Black ☐ Grey ☐ White

(All panel & carpet colours subject to availability.)

Carpet Colour: ☐ Black ☐ Grey

Package A Identification Sign to Read: _____

Package B Identification Sign to Read: Left: _____ **Right:** _____

Custom Header to be added ☐ **Custom Header Signs/Logos will be charged \$100.00 extra per sign**

Please upload files to: <https://file.ges.com/>

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

Terms & Conditions

- Does not include lighting or electrical service.
- No refunds/exchanges once show move-in begins.
- All claims or discrepancies must be settled prior to show closing.
- All orders received after the 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.

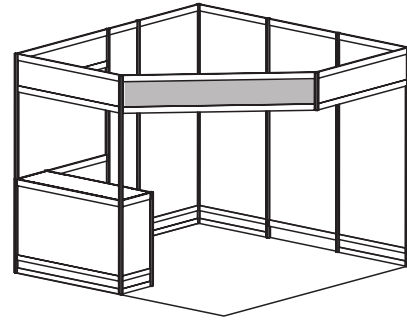
SUBTOTAL	
13% HST	
TOTAL	
	HST #R104060264

I have read and understand the Terms & Conditions of my Agreement with GES.

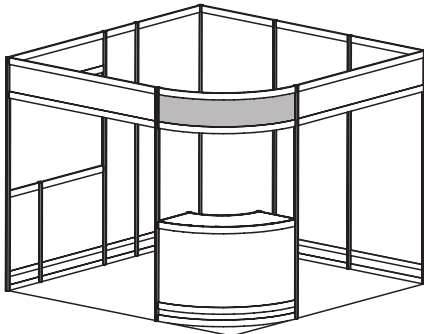
Signature

Date

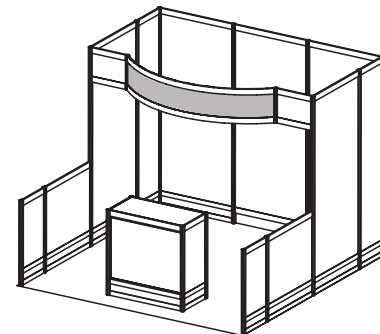
standard exhibit rentals



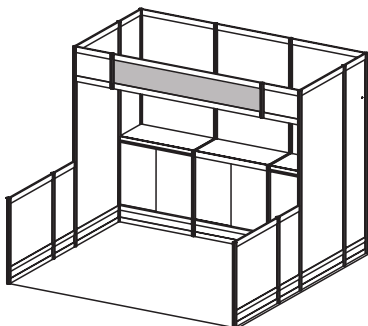
● GEM Model #1 - 10'x10' Corner



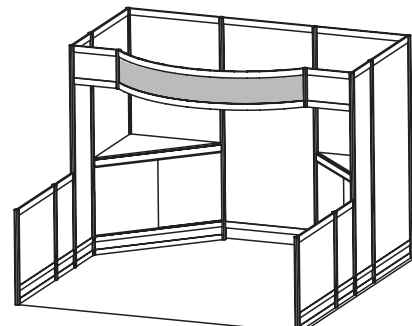
● GEM Model #2 - 10'x10' Corner



● GEM Model #3 - 10'x10'



● GEM Model #4 - 10'x10'



● GEM Model #5 - 10'x10'

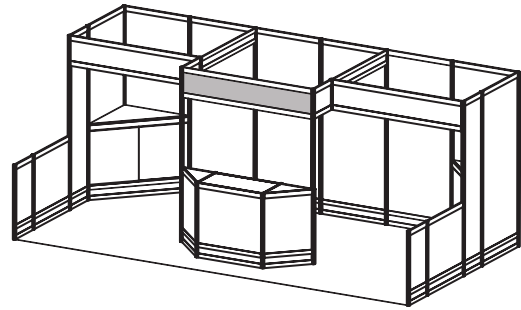
3 Easy Steps →

- 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

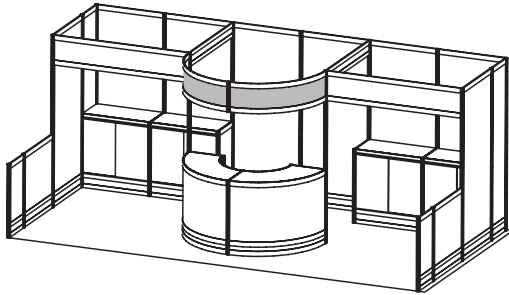
Grey indicates standard header sign(s)



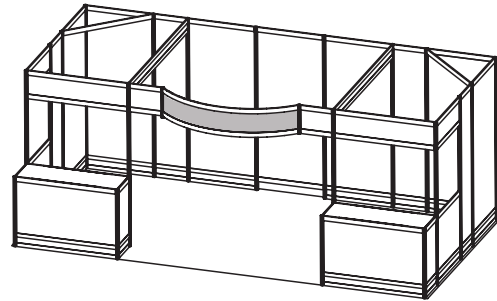
standard exhibit rentals



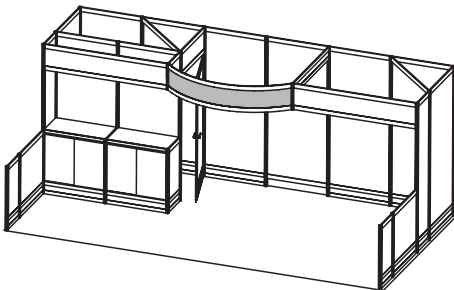
● GEM Model #6 - 10'x20'



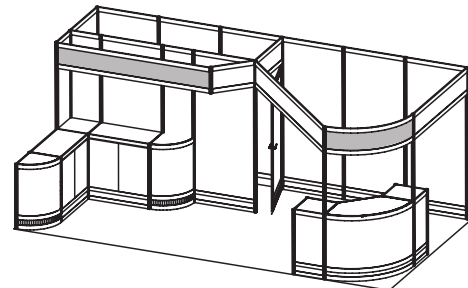
● GEM Model #7 - 10'x20'



● GEM Model #8 - 10'x20'



● GEM Model #9 - 10'x20'



● GEM Model #10 - 10'x20' Corner

3 Easy Steps →

- 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)

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Tel: 905-283-0500 Fax: 905-283-0501 Toll Free: 1-877-437-4247
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SHOW: W.C.P.I.C.C. 2016	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:40%;">DISCOUNT PRICE DEADLINE DATE:</td> <td>May 16, 2016</td> </tr> </table>	DISCOUNT PRICE DEADLINE DATE:	May 16, 2016						
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EXPIRY DATE _____ / _____									
CARDHOLDER NAME _____									
CARDHOLDER SIGNATURE _____									
☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)									

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

Item #	Discount Price	Regular Price	Item #	Discount Price	Regular Price
GEM001	\$2,143.50	\$3,215.25	GEM006	\$4,533.25	\$6,800.00
GEM002	\$1,899.75	\$2,849.50	GEM007	\$4,690.75	\$7,036.00
GEM003	\$2,263.25	\$3,395.00	GEM008	\$4,371.00	\$6,556.50
GEM004	\$2,715.00	\$4,072.50	GEM009	\$4,597.75	\$6,896.50
GEM005	\$2,518.50	\$3,777.75	GEM010	\$5,163.50	\$7,745.25

Package Includes: Installation & Dismantling, Choice of Carpet Colour, Choice of Panel Colour, Company Identification Sign

Package Does Not Include: Cleaning, Light Fixtures or Electrical Outlets

PLEASE SELECT YOUR CHOICE OF INFILL PANEL AND CARPET COLOUR	Upgrade options available. Contact Exhibitor Services.
ITEM #: 	
Infill Panel Colour: ☐ Black ☐ Grey ☐ White	Other panel colours available upon request. Contact Exhibitor Services.
Carpet Colour: ☐ Black ☐ Blue ☐ Grey ☐ Red	(All panel & carpet colours subject to availability.)
Models 1, 2, 3, 4, 5, 6, 8 or 9 Identification Sign to Read: _____	
Models 7 or 10 Identification Sign to Read: Left: _____ Right: _____	
Indicate Date & Time for Arrival: _____	
Custom Header to be added ☐ Custom Header Signs/Logos will be charged \$100.00 extra per sign	
Please upload files to: https://file.ges.com/	
ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CAN NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED)	

Terms & Conditions

- Payment may be made by cheque up to two weeks prior to the 1st day of move in.
- All orders received after the Discount Price Date will be processed at the Regular Price.
- Exhibitor is responsible for all items for the duration of the show.
- Charges are for rental of equipment only. All items remain the property of GES.
- No refunds/exchanges once show move-in begins. All claims or discrepancies must be settled prior to show closing.
- 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.

SUBTOTAL	
13% HST	
TOTAL	
	HST #R104060264

I have read and understand the Terms & Conditions of my Agreement with GES.

Signature

Date

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SHOW: **W.C.P.I.C.C. 2016**

**DISCOUNT PRICE
DEADLINE DATE:**

May 16, 2016

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

CREDIT CARD AUTHORIZATION

☐ MASTERCARD ☐ VISA ☐ AMEX

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EXPIRY DATE _____ / _____

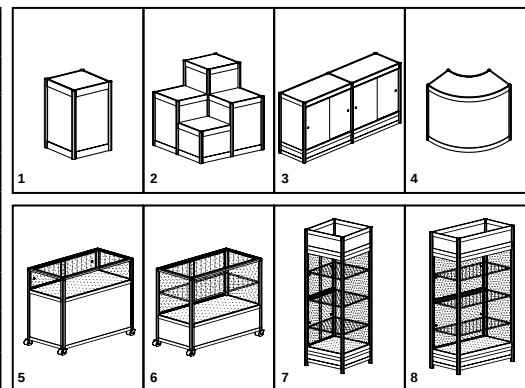
CARDHOLDER NAME _____

CARDHOLDER SIGNATURE _____

☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)

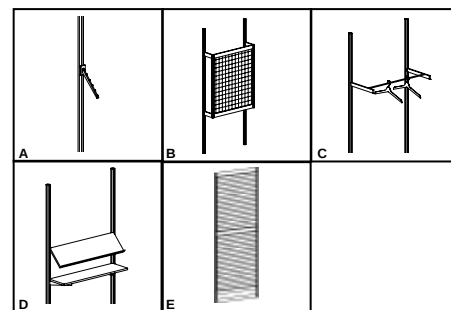
ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CAN NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED)

QTY	#	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	1	Pedestal (White) 20"L x 20"W □ 28"H or □ 36"H	\$165.50	\$248.25	
	2	Pedestal White 40"L X 40"W (Tops are 20" X 20") (Unit Heights - 16"- 28" & 28"- 40")	\$600.25	\$900.25	
	3	Storage Counter (White) 80"L X 20"W X 40"H	\$748.50	\$650.00	
	4	Curved Counter (White) 60"L X 20"W X 40"H	\$396.75	\$595.00	
	5	99A Showcase (White/Glass) 40"L X 20"W X 41"H	\$396.75	\$595.00	
	6	99B Showcase (White/Glass) 40"L X 20"W X 41"H	\$396.75	\$595.00	
	7	99C Showcase (White/Glass) 26"L X 26"W X 96"H	\$599.25	\$898.75	
	8	99D Showcase (White/Glass) 40"L X 20"W X 96"H	\$599.25	\$898.75	



QTY	#	DESCRIPTION	DISCOUNT PRICE	REGULAR PRICE	TOTAL
	A	Waterfall With Eight Balls	\$48.25	\$72.50	
	B	Grid Panels - 38"W X 44"H White Panels (2" Squares)	\$165.50	\$248.25	
	C	Garment Rail 39"W	\$58.75	\$88.00	
	D	Shelves □ Flat □ Angled 37"L X 12"W	\$49.50	\$74.25	
	E	Slatwall Panels - 37"W X 96"H Grey (Upgrade for standard panels)	\$139.00	\$208.50	

Accessories A to E are designed to fit GES Hardwall booths only



Please Attach Diagram Of Booth Indicating Locations For Grid Panels And/Or Slatwall. Grid Panels Cannot Be Installed In Corners.

Terms & Conditions

- All items subject to availability.
- No refunds/exchanges once show move-in begins.
- All claims or discrepancies must be settled prior to show closing.
- Exhibitor is responsible for all items for the duration of the show.
- Charges are for rental of equipment. All items remain the property of GES.
- All orders received after the Discount Price Date will be processed at the Regular Price.

SUBTOTAL	
13% HST	
TOTAL	
	HST #R104060264

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Signature

Date

**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

20' x 20' island



10' x 20' inline



20' x 30' island



10' x 20' corner



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

SHOW:	W.C.P.I.C.C. 2016	DISCOUNT PRICE DEADLINE DATE:	May 16, 2016
EXHIBITOR INFORMATION		CREDIT CARD AUTHORIZATION	
BOOTH #: _____		☐ MASTERCARD ☐ VISA ☐ AMEX 	
COMPANY _____		EXPIRY DATE ____/____/____	
STREET _____		CARDHOLDER NAME _____	
CITY _____ PROV/STATE _____ CODE _____		CARDHOLDER SIGNATURE _____	
E-MAIL _____		☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)	
PHONE _____ FAX _____			
CONTACT NAME _____			

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

SIGN LAYOUT		Sign Sizes	Discount Price	Regular Price
Height Width Inches Wide By Inches High		11" x 14"	\$ 48.25	\$ 72.75
		14" x 22"	\$ 86.25	\$129.25
		22" x 28"	\$112.75	\$169.25
		7" x 44"	\$ 82.75	\$124.00
		28" x 44"	\$143.75	\$215.50
		40" x 60"	\$317.50	\$476.25
LOGOS ARE NOT INCLUDED IN PRICING				

PLEASE PRINT OR TYPE WORDING REQUIRED:

ALL SIGNS MUST BE PICKED UP FROM OUR ON-SITE DESK.

Terms & Conditions

- All orders received after the Discount Price Date will be processed at the Regular Price.
- There are no refunds/exchanges on signs.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.

SUBTOTAL	
13% HST	
TOTAL	
	HST #R104060264

I have read and understand the Terms & Conditions of my Agreement with GES.

Signature

Date

PLANT ORDER FORM

SHOW: W.C.P.I.C.C. 2016	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:50%;">DISCOUNT PRICE DEADLINE DATE:</td> <td style="width:50%; text-align: right;">May 16, 2016</td> </tr> </table>	DISCOUNT PRICE DEADLINE DATE:	May 16, 2016						
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ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CAN NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED)									

Create a Lasting Impression!

GREEN FLOOR PLANTS				
Qty	Description	Discount Price	Regular Price	Total
	2 ft. to 5 ft. Tall	\$93.25	\$139.75	
	6 ft. to 8 ft. Tall	\$184.00	\$276.00	
	9 ft. to 10 ft. Tall (Indoor Tree)	\$276.00	\$414.00	
GREEN TABLE PLANTS				
	Boston Fern	\$69.00	\$103.50	
	Table Plant - 10"	\$69.00	\$103.50	
	Mums	\$41.50	\$62.25	
FLOWERING PLANTS & SPECIAL REQUESTS				
	Standard Fresh Flower Arrangement	\$134.50	\$201.75	
	Premium Fresh Flower Arrangement	\$249.50	\$374.25	
	Exotic Arrangement	\$171.25	\$256.75	



PLEASE NOTE: Prices for flowering plants may change depending on type of flowers requested. Please list below the types of flowers you require along with any specific instructions and our Exhibitor Service Department will check on availability and price:

Terms & Conditions

- All orders received after the Discount Price Date will be processed at the Regular Price.
- Exhibitor is responsible for all items for the duration of the show. No refunds, exchanges or cancellations on site.
- Charges are for rental of equipment only. All items remain the property of GES.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.

SUBTOTAL	
13% HST	
TOTAL	
	HST #R104060264

I have read and understand the Terms & Conditions of my Agreement with GES.

Signature

Date

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CARDHOLDER NAME _____											
CARDHOLDER SIGNATURE _____											
☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)											

EXHIBITOR MUST REPORT TO GES SERVICE CENTRE TO RECEIVE THEIR LABOUR

LABOUR RATES ARE CHARGED PER PERSON AT **A MINIMUM CHARGE OF ONE HOUR**. LABOUR OVER ONE HOUR IS CHARGED IN 1/2 HOUR INCREMENTS.
(A 30% SURCHARGE WILL BE APPLIED TO ON-SITE ORDERS)

LABOUR INSTALLATION AND DISMANTLING

CODE	CODE	DESCRIPTION	PER HOUR
LINREG	LOREG	Straight Time Monday-Friday 8:00am - 4:00pm	\$126.50
LINOT	LOOT	Overtime Monday-Friday 4:00pm - 6:00pm, Saturday & Sunday 8:00am - 4:00pm	\$191.00
LINDT	LODT	Double Time Monday-Friday After 6:00pm, Saturday & Sunday After 4:00pm, All Holiday Hours	\$247.50

INSTALLATION	Set Up Drawings or Photos Attached: ☐ yes ☐ no
Carrier: _____ Delivery Date/Time: _____ AM PM Day / Date/ Month / Year	
SUPERVISION	☐ By Exhibitor (Provide Name of Rep): _____ ☐ By GES 30% surcharge applies (Exhibitor <u>MUST</u> be Present to Supervise) (Exhibitor does <u>NOT</u> have to be present)
DATE/TIME LABOUR REQUIRED: _____ AM PM Day / Date/ Month / Year	
NUMBER OF PEOPLE REQUIRED _____ X HOURS PER PERSON _____ = TOTAL EST. HRS. _____	
DISMANTLING	
Carrier: _____ Delivery Date/Time: _____ AM PM Day / Date/ Month / Year	
SUPERVISION	☐ By Exhibitor (Provide Name of Rep): _____ ☐ By GES 30% surcharge applies (Exhibitor <u>MUST</u> be Present to Supervise) (Exhibitor does <u>NOT</u> have to be present)
DATE/TIME LABOUR REQUIRED: _____ AM PM Day / Date/ Month / Year	
NUMBER OF PEOPLE REQUIRED _____ X HOURS PER PERSON _____ = TOTAL EST. HRS. _____	

Terms & Conditions

- When Exhibitor is supervising labour the Exhibitor must check labour in and out at the GES Service Centre.
- We reserve the right to change labourers and/or rates as shifts change.
- All claims or discrepancies must be settled within one week of show closing.
- Uncancelled labour will be charged a minimum fee of 1 hour per person.
- GES Limits of Liability apply.

EST. SUBTOTAL	
13% HST	
EST. TOTAL	
	HST #R104060264

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Signature

Date

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PHONE: _____ FAX: _____			
CONTACT NAME: _____			
CREDIT CARD AUTHORIZATION			
☐ MASTERCARD ☐ VISA ☐ AMEX			
EXPIRY DATE: _____ / _____			
CARDHOLDER NAME: _____			
CARDHOLDER SIGNATURE: _____			
☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)			

In-booth forklift service is available to exhibitors requiring assistance with positioning of exhibitor materials within your booth space.

Minimum charge of 1 hour per order. (Includes installation and dismantling).

THIS SERVICE IS NOT PAID FOR BY SHOW MANAGEMENT

IN BOOTH INSTALLATION AND DISMANTLING				
CODE	CODE	DESCRIPTION		PER HOUR
IBIRFL	IBORFL	Straight Time	Monday-Friday 8:00am - 4:00pm	\$274.75
IBIOFL	IBOOTFL	Overtime	Monday-Friday 4:00pm - 6:00pm, Saturday & Sunday 8:00am - 4:00pm	\$330.00
IBIDTFL	IBODTFL	Double Time	Monday-Friday After 6:00pm, Saturday & Sunday After 4:00pm, All Holiday Hours	\$391.00

A 30% SURCHARGE WILL BE APPLIED TO ON-SITE ORDERS. ALL RATES INCLUDE FORKLIFT AND DRIVER (13% HST IS APPLICABLE)

PLEASE COMPLETE THE FOLLOWING:					
SUPERVISOR NAME: _____ (EXHIBITOR <u>MUST</u> BE PRESENT TO SUPERVISE)					
INSTALLATION TIME REQUIRED: _____					
Day	Date	Month	# of Hours	# of Forklifts	
DISMANTLING TIME REQUIRED: _____					
Day	Date	Month	# of Hours	# of Forklifts	
INSTALLATION Start: _____ AM PM Finish: _____ AM PM Est. Total Hours _____					
DISMANTLING Start: _____ AM PM Finish: _____ AM PM Est. Total Hours _____					
SERVICES OVER 1 HOUR MINIMUM WILL BE CHARGED IN 1/2 HOUR INCREMENTS PER FORKLIFT.					

Terms & Conditions

- Exhibitor must check forklift/driver in and out at the GES Service Centre.
- We reserve the right to change labourers and/or rates as shifts change.
- All claims or discrepancies must be settled within one week of show closing.
- GES Limits of Liability apply.

EST. SUBTOTAL	
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I have read and understand the Terms & Conditions of my Agreement with GES.

Signature

Date

Material Handling Information

W.C.P.I.C.C. 2016

Metro Toronto Convention Centre South, Halls F & G

June 4 - 8, 2016

Material Handling is the unloading of your exhibit materials, delivery to your booth, handling of empty containers to and from storage, and removal of your materials from your booth for reloading onto your outbound carrier. This is not to be confused with the cost to transport your exhibit material to and from the event.

Benefits of Advance Shipping to the GES Warehouse

- Storage of materials for up to 30 days prior to your show.
- Delivery of Shipments to your booth by 8:00 am on your first day of move-in (schedule permitting).
- Some convention centers and hotels do not have facilities for receiving or storing freight.
- Saves valuable set-up.

How to ship in Advance to the GES Warehouse

- Remove all old shipping and empty storage labels.
- Fill out and attach enclosed Advance Shipping Labels.
- Complete the enclosed Material Handling Order Form.
- Remember to confirm receipt of your shipment prior to leaving for the show.
- All shipments must have a bill of lading or delivery slip showing the number of pieces, weight, and type of merchandise.
- Certified Weight Tickets must accompany all shipments.
- Take the time to ensure that your display and products are packed neatly and securely.
- Do not ship uncrated materials to warehouse.

How to ship to Exhibit Site

- Consign all shipments c/o GES.
- Remove all old shipping and empty storage labels.
- Fill out and attach enclosed Direct Shipping labels.
- Complete the enclosed Material Handling Order Form.
- All shipments must have a bill of lading or delivery slip showing the number of pieces, weight, and type of merchandise.
- Certified Weight Tickets must accompany all shipments.
- Take the time to ensure that your display and products are packed neatly and securely.
- If you are shipping your carpet and/or lighting trusses, make sure it is loaded last so it can be unloaded first.

Freight Carriers

Select a carrier with experience in handling exhibition materials. Make sure to give your carrier explicit information as to where and when to check in. Delivery and pick up times are often out of the range of "normal" delivery hours, make sure your carrier is committed to meeting your target dates and times. While making shipping plans to the show, also plan for the return shipment.

Tracking Shipments

Confirm your delivery date and time with your carrier, and have all pertinent shipping information in the hands of your representative at show site. You may also want to review the return of your goods at the end of the show.

Estimating Material Handling Charges

Handling charges are based on the weight of the freight. Shipments are billed by the hundred weight and rounded up to the nearest hundred. Minimum per Shipment may apply, see enclosed Material Handling Order Form for details. Please prepay all shipping charges – GES cannot accept or be responsible for collect shipments. Crated and uncrated shipments must be separated and clearly identified on separate bills of lading with certified weight tickets – otherwise GES will invoice the entire load at the Uncrated rate.

- **Crated** – Material that is skidded, or is in any type of shipping container that can be unloaded at the dock with no additional handling required.
- **Uncrated** – Material that is shipped loose or pad-wrapped, and/or unskidded machinery without proper lifting bars or hooks.

- **Special Handling** – Defined as shipments that are loaded by cubic space and/or packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading and designated piece loading or stacked shipments. Also included are mixed shipments and shipments without proper delivery receipts, including certified weight ticket.

- **Off Target/Overtime Surcharges** – Shipments received outside the assigned freight move-in time will be considered off target, and surcharges will apply. Shows that move-out on weekends or late in the day may be subject to overtime surcharges. See enclosed Material Handling Order Form for details.

- **Late Surcharges** – A surcharge will apply if advance freight is received after the published deadline date for shipments to arrive at the warehouse. See enclosed Material Handling Order Form for details.

Storing Empty Containers

Properly labeled empty shipping cartons will be picked up, stored, and returned after the show. Labels are available at the GES Servicer or from your GES Service Executive and are for empty storage only. Depending on the size of the show, it can take from two to twelve hours to return empty crates. Do not store any items in crates marked "empty."

Outgoing Shipments

An OMHF (Outbound Material Handling Form /Bill of Lading) must accompany all outgoing shipments. Shipping information, outbound forms and labels will be available at the GES Servicer. Exhibitors selecting non-official carriers will need to make their own arrangements for pick-up. Make sure that someone from your company will be on-site to oversee the outbound shipment of your display and product.

Machinery Labour and Equipment

Labor and equipment for uncrating, unskidding, positioning, leveling, dismantling, recrating, and reskidding machinery and/or equipment must be ordered separately. Place your order for this labor using the In-Booth Forklift & Labor Order Form. If your material requires specialized rigging equipment, please notify us promptly so that we can make arrangements. When possible, supply your own rigging equipment with shipments and pre-rig your material.

Insurance

All of your goods should be insured by your own insurance policy. Although we do our best to handle your goods as our own, there are many variables in shipping and handling that can affect your exhibit and products. GES has published GES Terms & Conditions of Contract that are in your exhibitor service manual. Please read them carefully. It is recommended that your goods be insured.

GES Limits of Liability & Excess Declared Value

- **Liability** – GES is liable for loss or damage to your goods only if the loss or damage was caused by GES negligence.
- **Measure of Damage** – If GES was negligent and the negligence caused either loss or damage to your goods, then the measure of that damage will be determined by the following:
 - a. Measure of damages in all situations (including b. & c. below) will be limited by the **Depreciated Value** of the goods or repair costs, whichever is less.
 - b. The lesser of **\$0.50** per pound per package, **\$100** per package or **\$1500** per occurrence.
 - c. Damages will be limited to a declared value, if you fill in a **Declared Value Amount**, check the box requesting **Excess Declared Value**, and pay the appropriate charges for **Excess Declared Value**. (Maximum allowed declared value \$100,000)
- **Cost** – Excess declared value available from GES for \$1.00 per \$100 of excess valuation. (\$50.00 minimum charge per request)
- **Not Insurance** – Excess declared value is not insurance. GES does not offer or sell insurance. GES is not liable and will not owe for loss or damage to your goods if the damage or loss was not caused by GES negligence.

Event Name W.C.P.I.C.C. 2016

ADVANCE SHIPMENTS TO WAREHOUSE		May 2 - May 30, 2016
♦ Crated or Skidded Shipment(s)		\$110.50 Per 100lbs.
♦ Special Handling Shipment(s)		\$122.00 Per 100lbs.
♦ Shipments Received After May 30, 2016		Add 30% Surcharge
♦ Shipments Received Outside Straight Time Hours (Straight Time Hours are Monday-Friday 8am to 4pm)		Add 30% Surcharge
DIRECT SHIPMENTS TO SHOW SITE:		June 3, 2016
♦ Crated or Skidded Shipment(s)		\$100.00 Per 100lbs.
♦ Special Handling Shipment(s)		\$117.25 Per 100lbs.
♦ Uncrated, Pad-Wrapped, Loose Shipment(s)		\$158.75 Per 100lbs.
♦ Shipments Received Outside Straight Time Hours (Straight Time Hours are Monday-Friday 8am to 5pm)		Add 30% Surcharge
SMALL PACKAGES:		(Maximum 50lbs/Shipment)
♦ First Package		\$ 54.00
♦ Each Additional Package in Shipment (Up to 50lbs.)		\$ 30.00
** If over 50lbs. Maximum – Rates for Advance or Direct Shipments Apply. **		
SMALL PACKAGE: Cartons and envelopes received without documentation will be delivered without guarantee of piece count or condition. Maximum weight is 50 lbs. per shipment, per delivery. Includes UPS and Federal Express shipments. All shipments received via air carrier that do not fall into the small package category may be subject to special handling.		

NOTE: 1. All shipment weights when totalled are rounded up to the next 100lbs.

2. All shipments have a minimum billing of 200lbs.

LABELLING YOUR PACKAGES FOR SHIPPING:

A) ADVANCE SHIPMENTS TO WAREHOUSE DEADLINE DATE: May 2 - May 30, 2016

NAME OF EXHIBITING COMPANY – BOOTH NUMBER C/O GES / W.C.P.I.C.C. 2016 6130 Netherhart Road Mississauga, Ontario, Canada, L5T 1B7

B) DIRECT SHIPMENTS TO SHOW SITE: June 3, 2016

NAME OF EXHIBITING COMPANY – BOOTH NUMBER C/O GES / W.C.P.I.C.C. 2016 Metro Toronto Convention Centre South Building, Halls F & G 222 Bremner Boulevard Toronto, Ontario, Canada, M5V 3L9
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ALL ORDERS ARE GOVERNED BY THE GES LIMITS OF LIABILITY AND RESPONSIBILITY.



SHOW:	W.C.P.I.C.C. 2016
EXHIBITOR INFORMATION	
BOOTH #: _____	
COMPANY _____	
STREET _____	
CITY _____ PROV/STATE _____ CODE _____	
E-MAIL _____	
PHONE _____ FAX _____	
CONTACT NAME _____	

May 16, 2016

☐ MASTERCARD ☐ VISA ☐ AMEX

EXPIRY DATE / /

CARDHOLDER NAME

CARDHOLDER SIGNATURE

☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)

IMPORTANT



**PLEASE
COMPLETE
AND
RETURN
THIS FORM
BY**

May 16, 2016

☐ I WILL BE SHIPPING MY MATERIALS TO THE ADVANCE WAREHOUSE

1. Will your shipment be crated and/or skidded? Yes ☐ No ☐ Both ☐
2. Will your shipment require Special Handling? Yes ☐ No ☐
3. Estimated total number of pieces: _____ Pcs.
4. Estimated total weight of shipment _____ l b s .
5. Estimated charge is: Total Weight _____ lbs. ÷ by 100 = _____ x \$ _____ = \$ _____
- | Weight | Hundred Weight | Rate |
|--------|----------------|------|
|--------|----------------|------|

☐ I WILL BE SHIPPING MY MATERIALS DIRECTLY TO SHOW SITE

1. Will your shipment be crated and/or skidded? Yes ☐ No ☐ Both ☐
2. Will your shipment be Uncrated or Loose Material? Yes ☐ No ☐
3. Will your shipment require Special Handling? Yes ☐ No ☐
4. Estimated total number of pieces: _____ Pcs.
5. Estimated total weight of shipment _____ lbs.
6. Estimated charge is: Total Weight _____ lbs. ÷ by 100 = _____ x \$ _____ = \$ _____
Weight Hundred Weight Rate

☐ I WILL BE SHIPPING SMALL PACKAGES DIRECTLY TO SHOW SITE

1. Indicate who will transport the Small Packages _____
2. Estimated total number of pieces: _____ **Pcs.**
3. Estimated charge is: Total Number of Packages _____ x \$ _____ = \$ _____
Number Rate

TOTAL ESTIMATED CHARGES	
13% HST	
TOTAL	

HST #R104060264

Terms & Conditions

- Collect shipments will not be accepted.
- GES is not responsible for concealed damage, damage to loose or inadequately packed shipments or loss of merchandise after delivery to booth.
- It is the exhibitor's responsibility to secure and maintain loss & damage insurance coverage for their exhibit properties.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.
- GES Limits of Liability & Responsibility apply to this service.

I have read and understand the Terms & Conditions of my Agreement with GES.

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.

ADVANCE WAREHOUSE SHIPPING LABEL

W.C.P.I.C.C. 2016

EXHIBIT SHIPMENT FOR ADVANCE WAREHOUSE

SHIPPER: _____
(Name of Company where shipment originates.)

TO: _____
(Name of your exhibiting Company at the show.)

BOOTH NUMBER: _____
(Your booth number at the show.)

C/O: GES/W.C.P.I.C.C. 2016
6130 Netherhart Rd.
Mississauga, Ontario, Canada
L5T 1B7

CARRIER: _____
(Name of your Transportation Company)

NUMBER **OF** **PIECES**

ADVANCE SHIPMENTS TO WAREHOUSE MUST BE RECEIVED BETWEEN:

May 2 - May 30, 2016

DIRECT TO SHOW SITE SHIPPING LABEL

W.C.P.I.C.C. 2016

EXHIBIT SHIPMENT FOR DIRECT TO SHOWSITE

SHIPPER: _____
(Name of Company where shipment originates.)

TO: _____
(Name of your exhibiting Company at the show.)

BOOTH NUMBER: _____
(Your booth number at the show.)

C/O: GES/W.C.P.I.C.C. 2016
Metro Toronto Convention Centre
South Building, Halls F & G
222 Bremner Boulevard
Toronto, Ontario, Ontario, M5V 3L9

CARRIER: _____
(Name of your Transportation Company)

NUMBER **OF** **PIECES**

DIRECT SHIPMENTS TO SHOWSITE TO ARRIVE BETWEEN:

June 3, 2016

logistics



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.

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:



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

SHIPPING ORDER FORM

PICK UP INFORMATION

COMPANY NAME: _____	PICK UP DATE: _____	PICK UP TIME: _____
ADDRESS: _____	BUSINESS HOURS: _____	LOADING DOCK: ☐ YES ☐ NO
CITY: _____	PROV/STATE: _____	CODE: _____
CONTACT: _____	CUSTOMS PAPERWORK ATTACHED: ☐ YES ☐ NO	
PHONE: _____	IF YES, CUSTOMS BROKER: _____	
FAX: _____	EMAIL: _____	PHONE: _____

I will be shipping to: ☐ ADVANCED WAREHOUSE ☐ SHOW SITE

DESTINATION

COMPANY NAME: _____	BOOTH #: _____
ON-SITE CONTACT: _____	
SHOW NAME: _____	DELIVERY DATE: _____
FACILITY: W.C.P.I.C.C. 2016	DELIVERY TIME: _____
ADDRESS: Metro Toronto Convention Centre, South Building, Halls F & G	
CITY: 222 Bremner Boulevard	
CITY: Toronto	PROV/STATE: Ontario
POSTAL CODE: M5V 3L9	

SERVICE REQUIRED

☐ ONE WAY ☐ ROUND TRIP

☐ SAME DAY ☐ OVERNIGHT ☐ 2ND DAY ☐ 3-5 DAY ☐ GROUND

ITEMS TO BE SHIPPED

SERVICE WILL BE CHARGED ON **ACTUAL** WEIGHT & DIMENSIONS

TOTAL NUMBER OF PIECES:	DIMENSIONS IN INCHES:	ESTIMATED WEIGHT:
CARTONS (CARDBOARD)	H _____ x W _____ x L _____	
CASES/TRUNKS (FIBRE) COLOUR: _____	H _____ x W _____ x L _____	
CRATES (WOODEN)	H _____ x W _____ x L _____	
SKIDS/PALLETS	H _____ x W _____ x L _____	
CARPET/COLOUR: _____	H _____ x W _____ x L _____	
OTHER LIST: _____	H _____ x W _____ x L _____	
TOTAL	TOTAL WEIGHT:	

BILLING AND PAYMENT INFORMATION

COMPANY NAME: _____	ADDRESS: _____	CITY: _____
PROV/STATE: _____	CODE: _____	EMAIL: _____
CREDIT CARD NUMBER: _____	EXPIRY DATE: _____	FAX: _____
☐ VISA	☐ MASTERCARD	☐ AMERICAN EXPRESS
CARDHOLDER NAME: _____	CARDHOLDER SIGNATURE: _____	

TERMS & CONDITIONS

GES assumes no responsibility for shipments left in booth by exhibitor. All materials are subject to final count and correction at time of actual removal from booth. Shipper hereby designates GES as its agent for tendering shipments to carrier. GES reserves the right to reroute any outgoing shipment via an alternate carrier in the event the requested carrier fails to pick up the shipment by established carrier check-in deadline. GES assumes no responsibility for misdirected shipments as a result of old shipping labels which remain on containers. It is the shipper's responsibility to state the national motor freight classification commodity description, otherwise shipment shall be described as exhibition materials.

1) GES shall not be responsible for damage to uncrated materials, materials improperly packed, or concealed damage. 2) GES shall not be responsible for loss, theft, or disappearance of exhibitors material after same has been delivered to exhibitor's booth. 3) GES shall not be responsible for loss, theft, or disappearance of materials before they are picked up from exhibitor's booth for reloading after the show. Bill of Lading covering outgoing shipments, which are furnished by GES to exhibitors, will be checked at time of actual pick-up from booth and corrections made where discrepancies occur. 4) GES shall not be responsible for any loss, damage, or delay due to fire, acts of God, strikes, lockouts or work stoppages of any kind, or to any causes beyond its control. 5) GES's liability shall be limited to the physical loss or damage to the specific article which is lost or damaged, and in any event GES's maximum liability shall be limited 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. 6) GES shall not be liable to any extent whatsoever for any actual, potential, or assumed losses of profits or revenues, or for any collateral costs, which may result from any loss or damage to an exhibitor's materials which may make it impossible or impractical to exhibit same. 7) The consignment or delivery of a shipment to GES by an exhibitor, or by any shipper to or 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. Exhibitor is responsible to declare all hazardous materials and abide by all federal, state and local laws.

By signing this order form, shipper agrees to be bound by all its terms and conditions.

X _____ Date: _____

Please Print Name: _____