

Exhibitor Guide



Move-in – Move-out Schedule

Move-in Schedule

- Tuesday, January 17 8:00am – 9:00pm
- Wednesday, January 18 8:00am – **9:00pm**
- **All booths must be completely setup by Wednesday 9:00pm.**

Move-out Schedule

- Friday, January 20 4:30pm – 10:00pm
- Saturday, January 21 8:00am – 6:00pm
 - Crates will be returned starting with row 100 – all crates **should** be delivered to your booth within 2.5 hours – please be patient.
 - Please indicate what leftovers are garbage
 - All booths must be completely removed by Saturday, January 21st 6:00pm
 - Freight will be re-routed beginning Saturday, January 21st, 6:30pm
 - Any items left will be stored at exhibitor's expense

Selling of Displays; please ensure your SOLD Displays or PRODUCT are identified by Sold To (with complete contact information) Please arrange for these items to be picked up after the show closes at 3:30pm Friday and you will be charged for storage if not picked-up by 6:00pm Saturday, January 21, 2016.

Included in Booth Space Rental

- Complete Draped Exhibit Area
- Booth Carpet
- 1 Electrical outlet per exhibitor
- FREE Buffet Lunch (both days of the show in the Palomino Room)
- Listing in Official Show Guide
- Profile listing in the Yardstick show issue
- Professional Security
- Materials Handling and Storage
- Online Registration
- Sponsorship Opportunities
- Opportunity to Participate in Show Programs
 - Retailers Choice Booth Awards
 - Retailers Choice New Product Awards
- Opportunity to Exhibit in New Product Showcase & Pallet Specials
- Wireless Internet access

Registration & Badge Pick-up Schedule

All Exhibitors can register their booth personnel online at www.wrla.org and exhibitor badges will be available for pickup at the Main Registration desk at BMO Stampede Park or Hyatt Regency during the hours listed below.

- Tuesday, January 17 9:00am – 4:00pm – BMO Centre
- Wednesday, January 18 9:00am – 2:00pm – BMO Centre
- Wednesday, January 18 4:00pm – 7:30pm – Hyatt Regency
- Thursday, January 19 7:00 am - 3:00pm – BMO Centre
- Friday, January 20 7:00am – 2:30pm - BMO Centre (show closes at 3:30pm)

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Buying Show Hours

- Thursday, January 19 8:00am – 4:30pm
- Friday, January 20 9:00am – 3:30pm (Breakfast Speaker 8:00am – 9:00am)

All booths must remain intact and manned until show closes at 3:30pm on Friday.

Exhibitor Reception

Friday, January 20 3:30pm – 4:30pm (carpets are removed & crates returned)

Evening Events Schedule:

Wednesday, January 18

- Opening Night Meet & Greet – 3rd Mezzanine Level, Hyatt Regency 7:00pm – 10:00pm

Thursday, January 21 – no scheduled events

Friday, January 22

- Closing Night Awards Party – Palomino Room, BMO Centre 7:00pm – 11:00pm

How to get to the BMO Stampede Park

Stampede Park is located southeast of downtown Calgary along Macleod Trail between 12 Avenue S.E. and 25 Avenue S.E. (see map below). With a central location, visitors are able to take advantage of both parking and public transit options year round.

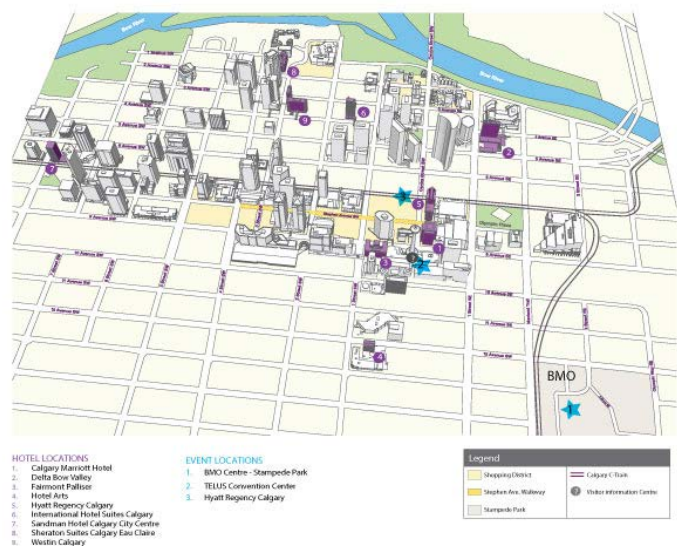
Parking

Parking at the Stampede is available for \$15 per day, payable in cash, Visa, MasterCard or American Express or you can pre-order day passes for \$13. **Debit cards are NOT accepted.**

Public Transit

Located between two LRT or C-train stations, Erlton and Victoria Park, Stampede Park can be accessed by regular C-train and bus service.

Hotel and Event Locations



Exhibitor Guide



Official Show Carriers – You Choose Your Shipper

ABF & YRC Reimer are our official freight Carriers, but you choose who you use, by all means use your own shipper. Keep in mind that the lowest price is not always the best. Beware of shipping by train because if there is a storm the train could be delayed – just ask a few exhibitors from last year who didn't get their exhibiting material. Please ensure your weight is correct on inbound and outbound transportation services – the WRLA tries to give our exhibitors options with the best discounts but it is always your choice on whom you use.

Remember to ensure your shipper can pick-up from the Show on Saturday, January 21st otherwise you will be forced-freighted and charged accordingly.

The WRLA is not responsible for costs incurred or quoted by/or for transportation carriers to and from the WRLA Buying Show.

Shipping/Receiving Docks will be identified for all shippers. ABF & YRC will have dedicated loading docks and first-in-last-out access. You can find them on the show floor booth # 942 & 943 behind Can-Cell's booth.

YRC Reimer, Calgary – booth #940 (behind Can-Cell)

Bruce Norcott –Exhibit Coordinator

Direct Tel: 403-723-9815 * Cell: 403-312-3607 * Fax: 403-279-9221

YRC Reimer Customer Support Center 1.877.330.3321

See order forms under www.wrla.org/buying_show/exhibitor_info/

ABF Freight Systems Canada Ltd. Booth #942 (behind Can-Cell)

Mark Romanowicz, Regional Tradeshow Specialist

We look forward to servicing your trade show needs. Call us today! TF: 1-800-668-7888 or

Direct Tel: 905-458-5888 * Fax: 905-458-3434 * Français seulement: 1-800-361-6935, 514-636-1490

See order forms under www.wrla.org/buying_show/exhibitor_info/

Delivery Directions

Please ensure the following is included on all deliveries and courier packing slips:

The event name, the business name, booth number, and delivery location.

Example:

WRLA Buying Show, January 19 & 20, 2017

C/O Exhibitor Company & Booth #

BMO Stampede Centre Halls A, B, & C

Overhead Doors #6

20 Roundup Way SE

Calgary, Alberta T2G 2W1

How many packages 1 of 3, 2 of 3, etc.

Please be advised that Calgary Stampede will not accept delivery prior to your event move-in date.