



## Green Industry Show & Conference 2017 BMO Centre - Hall C November 16 & 17, 2017

**GES** is pleased to have been selected the official service partner 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 on **Advance Pricing dates** that will save you money and order forms for our products and services.

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

- Espresso Online Ordering
- Show Information
- Furnishings / Specialty Furnishings
- Carpet & Underpadding
- Booth Cleaning
- GEM Exhibits & Accessories
- Graphics
- Installation & Dismantling Labour
- In-Booth Forklift
- GES Logistics / Shipping

Take advantage of our **Advanced Pricing**, by ordering on or before the **Advance Date** of October 31, 2017 as indicated on each form. **GES** accepts Visa, MasterCard, American Express, Cheques and Cash as methods of payment for our services. All exhibitors are responsible for payment of G.S.T. when exhibiting in Alberta.

If you need assistance or additional information, please contact our **Exhibitor Services Department at 403.243.2212**  
[exhibitorserviceswest@ges.com](mailto:exhibitorserviceswest@ges.com)



## Show Information

Green Industry 2017

BMO - Hall C

November 16 & 17

Venue Shipping Address	Advance Warehouse Shipping Address
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<b>Venue Name</b> <b>c/o GES/Green Industry 2017</b> (Company Name & Booth #)  BMO - Hall C 20 Roundup Way SW Calgary, AB T2G 2W1  * See shipping label in the exhibitor manual. Note receiving dates below.	<b>GES/Green Industry 2017</b> (Company Name & Booth #) #25, 5805 - 76th Avenue SE  Calgary, Alberta T2C 5L8 (delivery & loading dock at rear of building)  * See shipping label in the exhibitor manual. Note receiving dates below.
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Official Services Contractor
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GES Canada #25, 5805 – 76th Ave SE Calgary, AB, Canada T2C 5L8	Phone (403) 243-2212 Fax (403) 243-3868 Web Site <a href="http://www.ges.com/ca">www.ges.com/ca</a> E-Mail <a href="mailto:exhibitorserviceswest@ges.com">exhibitorserviceswest@ges.com</a>
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Show Information
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Booth Size	10' X 10'
Backwall Drape (Height & Colour)	8' Backwall - Silver
Sidewall Drape (Height & Colour)	3' Sidewall - Silver
Aisle Carpet Colour	Salt & Pepper
Booth Package Includes:	Material Handling provided by Show Management ** Forklift charges are the responsibility of the Exhibitor.

Important Dates - Prior to Show
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Advance Price Deadline Date	Tuesday, October 31, 2017	
Advance Shipments may begin arriving at the Warehouse	Tuesday, October 24, 2017	8 AM - 4 PM
Last day for Advance Shipments to arrive at the Warehouse	Tuesday, November 7, 2017	8 AM - 4 PM
Direct Shipments may arrive at Exhibit Site	Wednesday, November 15, 2017	As per pre-arranged schedule
Last day for Direct Shipments to arrive at Exhibit Site	Wednesday, November 15, 2017	As per pre-arranged schedule

Important Dates - At the Show
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Exhibitor Move-In	Wednesday, November 15, 2017	8 AM - 7 PM As per pre-arranged schedule
Show Hours	Thursday, November 16 Friday, November 17	10:30 AM - 4:30 PM 10:30 AM - 3:30 PM
Exhibitor Move-Out	Friday, November 17	3:30 PM - 11:30 PM

GES On-Site Service Centre
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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:	Wednesday, November 15, 2017	8 AM - 7 PM
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# 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 oxo-biodegradable alternative to vinyl)
- 100% recyclable carpet and carpet padding made with 98% pre- and post-consumer content
- Using Expresso<sup>SM</sup>, 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



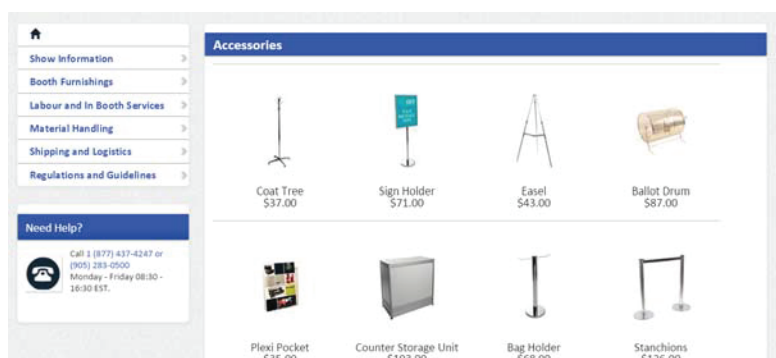
Please consider the environment before printing this page.



Accelerate your experience using the Expresso planning, ordering and management tool.

With just a few clicks, exhibitors can order GES products and services through Expresso including:

- Booth furnishings
- Carpet and Flooring
- Material handling
- Booth labour
- Signs and Graphics (custom)
- And much more



Experience a difference with Expresso.

- Each show has their own custom website
- Print shipping labels
- Download the show schedule and forms
- View order history
- View important show and event information
- Keeps you on-time and on-budget







## CREDIT CARD AUTHORIZATION

#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
exhibitorserviceswest@ges.com www.ges.com/ca

**SHOW:** Green Industry Show & Conference 2017

November 16 & 17, 2017

### EXHIBITOR INFORMATION

**BOOTH #:** \_\_\_\_\_

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

CITY \_\_\_\_\_ PROV/STATE \_\_\_\_\_ CODE \_\_\_\_\_

E-MAIL \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

### IMPORTANT - READ CAREFULLY

**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.

## PLEASE COMPLETE THE FOLLOWING

☐ MASTERCARD ☐ VISA ☐ AMERICAN EXPRESS  
☐ CORPORATE ☐ PERSONAL

EXPIRY DATE: \_\_\_\_\_

**CARD #**

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CARDHOLDER'S NAME (PRINT): \_\_\_\_\_

CARDHOLDER'S SIGNATURE: \_\_\_\_\_

Cardholder's Billing Address: \_\_\_\_\_

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

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

This authorization allows GES to charge any fees outstanding after show closing to this credit card  
(including funds owed due to a cheque 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

#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
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### EXHIBITOR INFORMATION

**BOOTH #:** \_\_\_\_\_

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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 Advance 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 third party/Exhibiting Company

\_\_\_\_\_  
Phone #

\_\_\_\_\_  
Email

\_\_\_\_\_  
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:**



## PAYMENT POLICY INFORMATION

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### ADVANCE PRICING:

To qualify for **Advance 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**.

### ON SITE PRICING:

Orders placed on site (i.e. During move-in) will be charged **5% additional** to 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 5% GST 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 Canada Limited

Email: ar@ges.com Fax: 905-283-0501

Your Company Name: \_\_\_\_\_

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

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

Booth Number: \_\_\_\_\_ Event Name: \_\_\_\_\_

### GES BANK INFORMATION

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

Beneficiary's Name:

GES Canada Limited

Bank Name:

Bank of Montreal

Address:

350 - 7th Avenue SW  
Calgary, AB  
T2P 3N9

IF YOU ARE SENDING  
CANADIAN DOLLARS (\$CDN)



EFT/Direct Deposit

IF YOU ARE SENDING  
AMERICAN DOLLARS (\$US)



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: PNBPU3NNYC

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:** Please ensure transfer is made by the deadline date on your Order Form or Quotation. Additional charges will be incurred for late payments, and services may be delayed.  
\*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 (Calgary)

Grey Fabric Counter Stool



Grey Fabric Side Chair



Grey Fabric Arm Chair



30" Round / 18" High  
Coffee Table



30" Round / 30" High  
Starbase Table



30" Round / 40" High  
Cocktail Table



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



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



# Furnishings (Calgary)

Coat Tree



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



Easel



Gold Ballot Drum



Literature Rack



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



Bag Holder 41"H



Stanchions  
6' Belt



Waste Basket





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## FURNISHINGS

**SHOW:** Green Industry Show & Conference 2017

**ADVANCE PRICE  
DEADLINE DATE:**

October 31, 2017

### EXHIBITOR INFORMATION

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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	Item #	Description	Advance Price	Regular Price	Total
	FGFSC	Grey Fabric Side Chair	\$41.00	\$57.00	
	FGFAC	Grey Fabric Arm Chair	\$42.00	\$74.50	
	FGFCS	Grey Fabric Counter Stool	\$89.50	\$125.50	
	FGR	Garment Rack on wheels	\$46.50	\$65.00	
	FLR	Literature Rack	\$80.00	\$112.00	
	FPEDT40	Cocktail Table 40" High	\$90.00	\$125.50	
	FPEDT	Starbase Table - 30" Round x 30" High (Pedestal)	\$74.50	\$104.50	
	FCOFT	Starbase Table - 30" Round x 18" High (Coffee Table)	\$57.00	\$79.50	
	FCT	Coat Tree	\$32.00	\$45.00	
	FCSH	22" x 28" Chrome Sign Holder (Sign Extra)	\$48.50	\$68.00	
	FESL	Easel	\$41.00	\$57.50	
	FSBD	Gold Ballot Drum	\$65.00	\$91.00	
	FWB	Wastebasket	\$22.50	\$32.00	
	FCSU	White Counter Storage Unit 40" H	\$139.50	\$195.50	
	FBH	Bag Holder 41"H	\$68.00	\$95.50	
	FCS	1 Pair of Stanchions	\$87.00	\$121.00	
<b>CUSTOM BOOTH DRAPING</b>			<input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> RED <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE		
	D3	3 Ft. High (Per Linear Ft.)	\$7.00	\$10.00	
	D8	8 Ft. High (Per Linear Ft.)	\$8.00	\$11.00	

#### Terms & Conditions

- All orders received after the Advance Price Date will be processed at the Regular Price.
- Exhibitor is responsible for all items for the duration of the show.
- If a colour is not chosen, GES will choose a colour for you.
- Charges are for rental of equipment only. All items remain the property of GES.
- GES is not responsible for exhibit materials left in GEM rental exhibits or counter storage units.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.
- No refunds/exchanges on cancelled skirted tables or custom booth draping once delivered.
- 50% refund on furnishings cancelled prior to show opening.

**SUBTOTAL**  
**5% GST**  
**TOTAL**

GST #R104060264

Signature

Date





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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	Item #	SKIRTED TABLES 30" HIGH	Advance Price	Regular Price	Total
<input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> BURGUNDY <input type="checkbox"/> GREEN <input type="checkbox"/> RED <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE					
	DT4	4 Ft. Long x 2 Ft. Wide	\$85.50	\$119.50	
	DT6	6 Ft. Long x 2 Ft. Wide	\$94.00	\$131.50	
	DT8	8 Ft. Long x 2 Ft. Wide	\$101.50	\$142.50	
	DTS4S	Skirted Fourth Side Additional Charge	\$37.00	\$37.00	
<b>SKIRTED COUNTER 42" HIGH</b> <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE					
	RD4	4 Ft. Long x 2 Ft. Wide	\$97.50	\$136.50	
	RD6	6 Ft. Long x 2 Ft. Wide	\$120.00	\$168.00	
	RD8	8 Ft. Long x 2 Ft. Wide	\$147.00	\$206.00	
<b>NON SKIRTED TABLES 30" HIGH</b>					
	UD4	4 Ft. Long x 2 Ft. Wide	\$48.50	\$82.50	
	UD6	6 Ft. Long x 2 Ft. Wide	\$57.00	\$94.50	
	UD8	8 Ft. Long x 2 Ft. Wide	\$64.50	\$105.50	
<b>NON SKIRTED TABLES 42" HIGH</b>					
	RUD4	4 Ft. Long x 2 Ft. Wide	\$60.50	\$99.50	
	RUD6	6 Ft. Long x 2 Ft. Wide	\$83.00	\$131.00	

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- GES is not responsible for exhibit materials left in GEM rental exhibits or counter storage units.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.
- No refunds/exchanges on cancelled skirted tables or custom booth draping once delivered.
- 50% refund on furnishings cancelled prior to show opening.

<b>SUBTOTAL</b>	
<b>5% GST</b>	
<b>TOTAL</b>	
GST #R104060264	

Signature

Date



# Specialty Furnishings (Calgary)

Genuine Italian Leather Sofa & Love Seat



Genuine Italian Leather Arm Chair

Bloor Fabric Sofa



Genuine Italian Leather Arm Chair



Genuine Italian Leather Sofa & Love Seat

Sandor Coffee Table



Metropolis Coffee Table



Max Side Table



Sandor Side Table

# Specialty Furnishings



Tate Accent Chair



Diana Dining Chair



Cane Adjustable Barstool



Zoey Side Table



Madison Wood Desk



Diego White Desk



Draco Dining Chair



exhibitorserviceswest@ges.com    www.ges.com/ca

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

## Terms & Conditions

- |  |                 |
|--|-----------------|
| <b>SUBTOTAL</b><br><b>5% GST</b><br><b>TOTAL</b> |                 |
|  |                 |
|  |                 |
|  | GST #R104060264 |

**Date**



## CARPET AND UNDERPADDING

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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)**

### BOOTH CARPET - STANDARD SIZE

*Note: Exhibitors ordering multiple pieces of carpet in this section may not receive the same dyelot.*

QTY	Item #	DESCRIPTION	ADVANCE PRICE	REGULAR PRICE	TOTAL
	C1010	10 Ft. X 10 Ft. Single Booth	\$161.00	\$225.00	
	C1020	10 Ft. X 20 Ft. Double Booth	\$322.50	\$451.00	
COLOUR SELECTION: <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> GREY <input type="checkbox"/> RED					

### BOOTH CARPET - CUSTOM SIZE (INCLUDING PLASTIC)

*If your booth requires a size not listed above, please complete this section.*

Item #	BOOTH SIZE: ____ Ft. x ____ Ft. = ____ Sq. Ft.	\$1.85/Sq. Ft.	\$2.59/Sq. Ft.	
CUSTC				
COLOUR SELECTION: <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> GREY <input type="checkbox"/> RED				

### UNDERPADDING PRICE PER SQUARE FOOT INSTALLED (100 SQ. FT. MIN.)

Item #	BOOTH SIZE: ____ Ft. x ____ Ft. = ____ Sq. Ft.	\$1.08/Sq. Ft.	\$1.51/Sq. Ft.	
CACU				
Item #	PROTECTIVE PLASTIC COVERING PRICE PER SQUARE FOOT INSTALLED (STANDARD SIZES ONLY)			
CAPC	BOOTH SIZE: ____ Ft. x ____ Ft. = ____ Sq. Ft.	\$0.24/Sq. Ft.	\$0.33/Sq. Ft.	

### PLEASE SELECT ONE FOR CUSTOM CARPET SIZES ONLY

IF ORDERING ELECTRICAL OR TELECOMMUNICATIONS SERVICES, WILL UNDER CARPET WIRING BE REQUIRED?

☐ YES ☐ NO

#### Terms & Conditions

- All orders received after the Advance Price Date will be processed at the Regular Price.
- Exhibitor is responsible for all items for the duration of the show.
- No refunds/exchanges on carpets once delivered.
- 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.
- If a colour is not chosen, GES will choose a colour for you. *Carpet colour subject to availability.*

<b>SUBTOTAL</b>	
<b>5% GST</b>	
<b>TOTAL</b>	
GST #R104060264	

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**BOOTH CLEANING**

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**EXHIBITOR INFORMATION****BOOTH #:** \_\_\_\_\_

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

CITY \_\_\_\_\_ PROV/STATE \_\_\_\_\_ CODE \_\_\_\_\_

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)***\*If exhibitor sets up after hours or just prior to show open, service may not be provided.***SELECT SERVICE REQUIRED****Description****Booth Size****Total Sq.Ft.****Price**  
(See Chart Below)☐ **Initial** Carpet Vacuuming  
and Wastebaskets Emptied \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_

# of Days

☐ **Daily** Carpet Vacuuming  
and Wastebaskets Emptied \_\_\_\_\_ X \_\_\_\_\_ = \_\_\_\_\_ X \_\_\_\_\_ X \_\_\_\_\_**RATES**

Item #	INITIAL BY SQUARE FOOT	ADVANCE PRICE	REGULAR PRICE
BCICSF	50 - 600 sq.ft.	\$0.40	\$0.56
BCICSF	601-1000 sq.ft.	\$0.31	\$0.43
BCICSF	OVER 1000sq.ft.	\$0.23	\$0.32
BCDCSF	DAILY RATE	\$0.19	\$0.27

**Terms & Conditions**

- All orders received after the Advance Deadline Date will be processed at the Regular Price.
- No cancellations after move-in begins.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.
- All orders are governed by GES Limits of Liability and Responsibility.

<b>SUBTOTAL</b>	_____
<b>5% GST</b>	_____
<b>TOTAL</b>	_____
GST #R104060264	

**I have read and understand the Terms & Conditions of my Agreement with GES.**\_\_\_\_\_  
**Signature**\_\_\_\_\_  
**Date**



# 10' x 10' Exhibit Rentals

## STANDARD



ITEM #GER001

### Model 1

## ENHANCED



ITEM #GER002

### Model 2

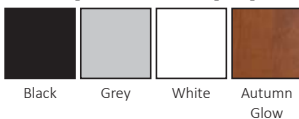


ITEM #GER003

### Model 3



#### Choice of coloured infill panels



#### Choice of carpet colour



To upgrade with graphics,  
contact **David Ryman:**

**403.218.7424**

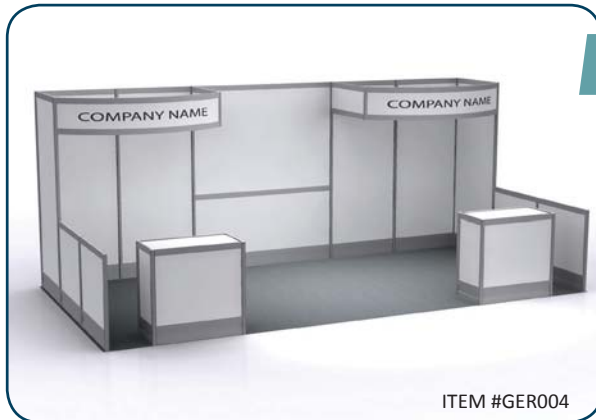
**DRyman@ges.com**





# 10' x 20' Exhibit Rentals

## STANDARD



ITEM #GER004

### Model 4

## ENHANCED



ITEM #GER005

### Model 5

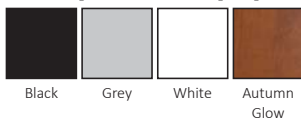


ITEM #GER006

### Model 6



#### Choice of coloured infill panels



#### Choice of carpet colour



To upgrade with graphics,  
contact **David Ryman**:

403.218.7424

[DRyman@ges.com](mailto:DRyman@ges.com)



## EXHIBIT RENTALS

#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
exhibitorserviceswest@ges.com www.ges.com/ca

**SHOW:** Green Industry Show & Conference 2017

**ADVANCE PRICE  
DEADLINE DATE:**

October 31, 2017

### 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)**

Item #	Advance Price	Regular Price	Item #	Advance Price	Regular Price
GER001	\$1,106.87	\$1,579.00	GER004	\$1,643.14	\$2,344.00
GER002	\$1,236.56	\$1,764.00	GER005	\$1,827.50	\$2,607.00
GER003	\$1,200.11	\$1,712.00	GER006	\$1,788.25	\$2,551.00

**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.  
Other panel colours available upon request. Contact Exhibitor Services.  
(All panel & carpet colours subject to availability.)*

**ITEM #:** \_\_\_\_\_

Infill Panel Colour: ☐ Black ☐ Grey ☐ White ☐ Autumn Glow ☐ Hardrock Maple Carpet Colour: ☐ Black ☐ Grey ☐ Red ☐ Blue

**Models 1, 2, 5 Identification Sign to Read:** \_\_\_\_\_

**Models 4 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

You can upload your file(s) to: <https://file.ges.com/>

Enter **CGraphics@ges.com** in the "Recipient Email Address" field.

**IMPORTANT:** Please enter your company name, event name, event location, booth number, and any other specifics associated with your graphic file under "Comments:"

#### Terms & Conditions

- Payment may be made by cheque up to two weeks prior to the 1<sup>st</sup> day of move in.
- All orders received after the Advance 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 GES Rental Exhibits or counter storage units.
- Changes to the structure design or graphics will result in additional fees.

<b>SUBTOTAL</b>	
<b>5% GST</b>	
<b>TOTAL</b>	
GST #R104060264	

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## EXHIBIT SHOW SPECIALS

#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
 exhibitorserviceswest@ges.com www.ges.com/ca

**SHOW:** Green Industry Show & Conference 2017

**ADVANCE PRICE DEADLINE DATE:**

October 31, 2017

### 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)

### GES SHOW SPECIAL INCLUDES:

• Header Sign(s) - 12"x77.5" • Infill Panels • Carpet • Installed & Dismantled • No Labour Costs • No Material Handling Costs



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

QTY	Item #	Description	Advance Price	Regular Price	Total Price
	SS001	Package A - 10' x 10'	\$1,000.50	\$1,400.50	
	SS002	Package B - 10' x 20'	\$1,557.50	\$2,180.50	

### PLEASE SELECT YOUR CHOICE OF INFILL PANEL AND CARPET COLOUR:

Infill Panel Colour: ☐ White

Carpet Colour: ☐ Black ☐ Grey

(All panel & carpet colours subject to availability.)

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

You can upload your file(s) to: <https://file.ges.com/>

Enter CGraphics@ges.com in the "Recipient Email Address" field.

**IMPORTANT:** Please enter your company name, event name, event location, booth number, and any other specifics associated with your graphic file under "Comments:"

#### 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 Advance Price Date will be processed at the Regular Price.
- GES is not responsible for exhibit materials left in GES Rental Exhibits or counter storage units.
- Changes to the structure design or graphics will result in additional fees.

<b>SUBTOTAL</b>	
<b>5% GST</b>	
<b>TOTAL</b>	
GST #R104060264	

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## EXHIBIT ACCESSORIES

#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
exhibitorserviceswest@ges.com www.ges.com/ca

**SHOW:** Green Industry Show & Conference 2017

**ADVANCE PRICE  
DEADLINE DATE:**

October 31, 2017

### 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	Item #	DESCRIPTION	ADVANCE PRICE	REGULAR PRICE	TOTAL
	PED001	Pedestal (White) 20"L x 20"W 28"H	\$91.50	\$128.00	
	PED002	Pedestal (White) 20"L x 20"W 36"H	\$91.50	\$128.00	
	GPML	Pedestal White 40"L X 40"W (Tops are 20" X 20") (Unit Heights - 16" - 28" & 28" - 40")	\$458.50	\$642.00	
	GSC	Storage Counter (White) 80"L X 20"W X 40"H	\$272.50	\$381.50	
	GCC	Curved Counter (White) 60"L X 20"W X 40"H	\$187.00	\$262.00	
	F99A	99A Showcase (White/Glass) 40"L X 20"W X 41"H	\$187.00	\$262.00	
	F99B	99B Showcase (White/Glass) 40"L X 20"W X 41"H	\$190.50	\$266.50	
	F99C	99C Showcase (White/Glass) 26"L X 26"W X 96"H	\$276.00	\$386.00	
	F99D	99D Showcase (White/Glass) 40"L X 20"W X 96"H	\$390.00	\$546.00	



QTY	Item #	DESCRIPTION	ADVANCE PRICE	REGULAR PRICE	TOTAL
	GWF	Waterfall With Eight Hooks	\$18.50	\$25.50	
	GGR	Garment Rail 39"W	\$47.50	\$66.50	
	GFS	Shelves - Flat 37"L X 12"W	\$40.00	\$56.00	
	GAS	Shelves - Angled 37"L X 12"W	\$40.00	\$56.00	
	GSWP	Slatwall Panels - 37"W X 96"H Grey (Upgrade for standard panels)	\$110.50	\$154.50	



*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 Advance Price Date will be processed at the Regular Price.

**SUBTOTAL**  
**5% GST**  
**TOTAL**

GST #R104060264

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

Signature

Date



# 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...**

*David Ryman 403.218.7424*

*DRyman@ges.com*

**20' x 20' island**



**10' x 20' inline**



**20' x 30' island**



**10' x 20' corner**







# 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

Kat Friesen: 403.218.7434 (Kfriesen@ges.com) or

Dan Warcup: 403.218.7431 (Dwarcup@ges.com)



## ***Graphic file submission standards and file transfer***

### ***Accepted file formats:***

**PDF:** Save as "High Quality Print", and under "Options" check "Preserve Illustrator Editing Capabilities"

**Vector files:** .eps, .ai (Adobe Illustrator CC or earlier)

**High resolution bitmaps:** .tif, .jpg, .psd (Adobe Photoshop CC or earlier)

**Note:** Files created in Adobe InDesign should be properly packaged with all links, fonts, and associated files. Files created in Quark Xpress should be saved as "High Quality Print" .pdf files or exported as .eps files.

### ***Important layout notes:***

- Vector files are required for all line art and logos.
- Bitmap/photographic image resolution should be no less than 75 ppi (dpi) @ 100% intended output size.
- Please bleed artwork .5" top, bottom and sides, if not, unexpected cropping may occur.
- Please be aware that .5" top, bottom and sides will also be hidden in the channel of our metal system on standard panels.

### ***Colour:***

We digitally print in 4 colour process or CMYK mode. All files should be saved for output in CMYK mode to avoid unexpected results. If your logo/file contains specific Pantone colours, please specify. We will match colours as closely as 4 colour process printing will allow.

### ***GES file transfer site:***

Please use our GES file transfer utility site to send large files directly to us:

- The file transfer site is located at **<https://file.ges.com/>**
- Enter your email address in the "Your Email Address:" field.
- Enter **CGraphics@ges.com** in the "Recipient Email Address:" field.
- **IMPORTANT:** Please enter your company name, event name, event location, booth number, and any other specifics associated with your graphic file under "Comments:"
- Click next, browse to find your files and click the upload button to send.
- **NOTE:** This site will work with most browsers, except **Microsoft Internet Explorer**.

If you experience technical difficulties  
please contact your GES representative or call **403.243.2212** and ask for  
**Exhibitor Services.**





#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
exhibitorserviceswest@ges.com www.ges.com/ca

## LABOUR SERVICES

**SHOW:** Green Industry Show & Conference 2017

November 16 & 17, 2017

### 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)

### CREDIT CARD AUTHORIZATION (ABOVE) MUST BE COMPLETED AS METHOD OF PAYMENT FOR THIS SERVICE

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)

**Straight Time**  
8:00am - 4:00pm  
Monday - Friday

**\$ 72.50 PER HOUR**

**Overtime**  
After 4:00pm Weekdays &  
All Day Sat, Sun and  
holidays

**\$108.50 PER HOUR**

### EXHIBITOR MUST REPORT TO GES SERVICE CENTRE TO RECEIVE THEIR LABOUR

#### INSTALLATION

Set Up Drawings or Photos Attached: ☐ yes ☐ no

Carrier: \_\_\_\_\_ Delivery Date: \_\_\_\_\_ Delivery Time: \_\_\_\_\_ ☐ am ☐ pm  
Day / Date / Month / Year

#### SUPERVISION

☐ By Exhibitor (Provide Name of Rep): \_\_\_\_\_ ☐ By GES <sup>30% surcharge applies</sup>  
(Exhibitor MUST be Present to Supervise) (Exhibitor does NOT have to be present)

DATE LABOUR REQUIRED: \_\_\_\_\_ START TIME REQUIRED: \_\_\_\_\_ ☐ am ☐ pm  
Day / Date / Month / Year

NUMBER OF PEOPLE REQUIRED  X HOURS PER PERSON  = TOTAL HOURS

#### DISMANTLING

Carrier: \_\_\_\_\_ Pick-up Date: \_\_\_\_\_ Pick-up Time: \_\_\_\_\_ ☐ am ☐ pm  
Day / Date / Month / Year

#### SUPERVISION

☐ By Exhibitor (Provide Name of Rep): \_\_\_\_\_ ☐ By GES <sup>30% surcharge applies</sup>  
(Exhibitor MUST be Present to Supervise) (Exhibitor does NOT have to be present)

DATE LABOUR REQUIRED: \_\_\_\_\_ START TIME REQUIRED: \_\_\_\_\_ ☐ am ☐ pm  
Day / Date / Month / Year

NUMBER OF PEOPLE REQUIRED  X HOURS PER PERSON  = TOTAL HOURS

#### 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.

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

GST #R104060264



#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
exhibitorserviceswest@ges.com www.ges.com/ca

## IN BOOTH FORKLIFT

**SHOW:** Green Industry Show & Conference 2017

November 16 & 17, 2017

### 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)

## CREDIT CARD AUTHORIZATION (ABOVE) MUST BE COMPLETED AS METHOD OF PAYMENT FOR THIS SERVICE

IN-BOOTH FORKLIFT SERVICE IS AVAILABLE TO EXHIBITORS REQUIRING ASSISTANCE WITH POSITIONING OF EXHIBITOR MATERIALS WITHIN YOUR BOOTH SPACE. (MINIMUM CHARGE OF 1 HOUR.)

### **THIS SERVICE IS NOT PAID FOR BY SHOW MANAGEMENT**

#### **Straight Time**

**8:00am - 4:00pm  
Monday - Friday**

**\$110.50 PER HOUR**

#### **Overtime**

**4:00pm - 6:00pm  
Monday - Friday  
8:00am - 4:00pm Sat & Sun**

**\$165.50 PER HOUR**

**A 30% SURCHARGE WILL BE APPLIED TO ON-SITE ORDERS.  
ALL RATES INCLUDE FORKLIFT AND DRIVER (5% GST IS APPLICABLE)**

### **PLEASE COMPLETE THE FOLLOWING:**

**SUPERVISOR NAME:** \_\_\_\_\_ (EXHIBITOR MUST BE PRESENT TO SUPERVISE)

**INSTALLATION TIME REQUIRED:** \_\_\_\_\_  
Day Date Month # of Hours # of Forklifts

**DISMANTLING TIME REQUIRED:** \_\_\_\_\_  
Day Date Month # of Hours # of Forklifts

### **APPROXIMATE TIMES:**

**MOVE-IN** Start: \_\_\_\_\_ ☐ am ☐ pm Finish: \_\_\_\_\_ ☐ am ☐ pm Total Hours: \_\_\_\_\_

**MOVE-OUT** Start: \_\_\_\_\_ ☐ am ☐ pm Finish: \_\_\_\_\_ ☐ am ☐ pm 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.

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

GST #R104060264



#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
exhibitorserviceswest@ges.com www.ges.com/ca

## LIMITS OF LIABILITY & RESPONSIBILITY

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.



## MATERIAL HANDLING HOURLY

#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
exhibitorserviceswest@ges.com www.ges.com/ca

**SHOW:** Green Industry Show & Conference 2017

**DISCOUNT PRICE  
DEADLINE DATE:**

October 31, 2017

### EXHIBITOR INFORMATION

**BOOTH #:** \_\_\_\_\_

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

CITY \_\_\_\_\_ PROV/STATE \_\_\_\_\_ CODE \_\_\_\_\_

E-MAIL \_\_\_\_\_

PHONE \_\_\_\_\_ FAX \_\_\_\_\_

CONTACT NAME \_\_\_\_\_

### CREDIT CARD AUTHORIZATION

☐ MASTERCARD ☐ VISA ☐ AMEX

--	--	--	--	--	--	--	--	--	--

EXPIRY DATE \_\_\_\_ / \_\_\_\_

CARDHOLDER NAME

CARDHOLDER SIGNATURE

☐ CHEQUE ATTACHED (PAYABLE TO GES CANADA)

### CREDIT CARD AUTHORIZATION (ABOVE) MUST BE COMPLETED AS METHOD OF PAYMENT FOR THIS SERVICE

MATERIAL HANDLING SERVICE WILL BE AVAILABLE TO ASSIST EXHIBITORS WITH IN AND OUT HANDLING OF EXHIBITOR MATERIALS AT A **MINIMUM CHARGE OF ONE HOUR** PER SHIPMENT **PER FORKLIFT DRIVER**. SERVICES OVER 1 HOUR WILL BE CHARGED IN 1/2 HOUR INCREMENTS. (INCLUDES MOVE-IN AND MOVE-OUT).

**THIS SERVICE IS NOT PAID FOR BY SHOW MANAGEMENT**

**All Rates Include Forklift Driver**

### MATERIAL HANDLING HOURLY

Item #	Item #	DESCRIPTION	PER HOUR
MHIRF	MHORF	Straight Time Monday-Friday 8:00am - 4:00pm	\$110.50
MHIOTF	MHOOTF	Over Time Monday-Friday 4:00pm - 6:00pm, Saturday & Sunday 8:00am - 4:00pm	\$165.50

#### A 30% SURCHARGE WILL APPLY TO THE FOLLOWING:

- Shipments that are uncrated, stacked, pad-wrapped or contain loose pieces.
- Material Handling orders placed on-site.

#### PLEASE COMPLETE THE FOLLOWING:

Goods are scheduled for delivery to: ☐ Show Site ☐ Advance Warehouse

Date goods are scheduled to arrive: \_\_\_\_\_ Total Weight: \_\_\_\_\_ lbs. \_\_\_\_\_ kg.  
Month/Day

Carrier Name: \_\_\_\_\_ Number of Pieces: \_\_\_\_\_

#### 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.

<b>SUBTOTAL</b>	
<b>5% GST</b>	
<b>TOTAL</b>	
	GST #R104060264

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



**logistics**



GES is proud to offer our clients a one source solution for Transportation services

## GES Logistics 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 1.800.636.8235 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.ges.com/ca](http://www.ges.com/ca)
- Phone: 403.243.2212 or 1.800.636.8235
- Fax: 403.243.3868

**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, 3 - 5 day service.

**Want to find out more?**

**Call toll free at 1.800.636.8235 or complete information below and fax to 403.243.3868, and let GES take care of your logistics needs from start to finish.**

Company Name:	Phone:
Contact:	Fax:





## SHIPPING ORDER FORM

#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
exhibitorserviceswest@ges.com www.ges.com/ca

### PICK UP INFORMATION

COMPANY NAME: _____	PICK UP DATE: _____	PICK UP TIME: _____
ADDRESS: _____	BUSINESS HOURS: _____	LOADING DOCK: <input type="checkbox"/> YES <input type="checkbox"/> NO
CITY: _____	PROV/STATE: _____	CODE: _____
CONTACT: _____	CUSTOMS PAPERWORK ATTACHED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
PHONE: _____	IF YES, CUSTOMS BROKER: _____	
FAX: _____	CONTACT: _____	
EMAIL: _____	PHONE: _____	

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

### DESTINATION

COMPANY NAME: _____	BOOTH #: _____
ON-SITE CONTACT: _____	
SHOW NAME: _____	DELIVERY DATE: _____
FACILITY: _____	DELIVERY TIME: _____
ADDRESS: _____	
CITY: _____	PROV/STATE: _____
	POSTAL CODE: _____

### SERVICE REQUIRED

☐ ONE WAY ☐ ROUND TRIP

☐ TIME CRITICAL ☐ 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: _____	
<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> 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: \_\_\_\_\_





## ADVANCED WAREHOUSE

#25, 5805 76th Ave SE, Calgary, Alberta, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235

exhibitorserviceswest@ges.com www.ges.com/ca

**Warehouse Location: #25, 5805 - 76 Ave. SE, Calgary, Alberta, Canada T2C 5L8**

### BILLING INFORMATION

Company Name: _____	Expected Date of Arrival to Warehouse: _____
Address: _____	Crated or Loose Items: <input type="checkbox"/> YES <input type="checkbox"/> NO
City: _____ Prov/State: _____ Postal Code: _____	Customs Paperwork Attached: <input type="checkbox"/> YES <input type="checkbox"/> NO
Contact: _____	If yes, Customs Broker: _____
Phone: _____	Contact: _____
Fax: _____ Email: _____	Phone: _____

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

### DESTINATION

Show Name: _____	Booth #: _____
Facility: _____	
Address: _____	Delivery Date: _____ Delivery Time: _____
City: _____ Prov/State: _____	Postal Code/VIP Code: _____
Company Name: _____	
Contact: _____	Phone: _____

### 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 _____	
<b>TOTAL</b>	<b>TOTAL WEIGHT</b>	

**ADVANCED SHIPMENTS TO WAREHOUSE: \$49.00 PER 100LBS. min. 300lbs**

**Advance Warehouse services is an additional cost to the Material Handling Services provided by Show Management.**

**ADVANCED WAREHOUSE SERVICES INCLUDES DELIVERY TO SHOW SITE ONLY**

**YOUR CARRIER MUST PICK UP YOUR MATERIALS DIRECTLY FROM SHOW SITE AT CONCLUSION**

### PAYMENT OPTIONS

<input type="checkbox"/> VISA	<input type="checkbox"/> MASTERCARD	<input type="checkbox"/> AMERICAN EXPRESS
CREDIT CARD NUMBER: _____	EXPIRY DATE: _____	
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.

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

X \_\_\_\_\_ Date: \_\_\_\_\_

Please Print Name: \_\_\_\_\_

# ADVANCE WAREHOUSE SHIPPING LABEL

## 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/**Green Industry Show & Conference 2017**  
#25, 5805 76th Ave SE  
Calgary, Alberta, Canada  
T2C 5L8

**CARRIER:** \_\_\_\_\_  
(Name of your Transportation Company)

**NUMBER**  **OF**  **PIECES**

**ADVANCE SHIPMENTS TO WAREHOUSE MUST BE RECEIVED BY:**

**November 7, 2017**

# DIRECT TO SHOW SITE SHIPPING LABEL

## 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/**Green Industry Show & Conference 2017**  
Stampede Park BMO Centre - Hall C  
20 Roundup Way SE  
Calgary, Alberta, Canada  
T2G 2W1

**CARRIER:** \_\_\_\_\_  
(Name of your Transportation Company)

**NUMBER**  **OF**  **PIECES**

**DIRECT SHIPMENTS TO SHOWSITE TO ARRIVE BETWEEN:**

**November 14 & 15, 2017**  
**See Show Management Schedule**