



**Calgary Home + Garden Show 2018**  
**March 1 - 4, 2018**  
**BMO Centre, Stampede Park**

**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 **Discount Pricing dates** and order forms for each of the many services bring provided by GES.

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

- **Expresso Online Ordering**
- **Show Information**
- **Furnishings / Specialty Furnishings**
- **Carpet & Underpadding**
- **Booth Cleaning**
- **GEM Exhibits & Accessories**
- **Graphics**
- **Installation & Dismantling Labour**
- **In-Booth Forklift**

Take advantage of up to a 40% discount off of our **Standard Price**, by ordering on or before the **Discount Date** of **February 13, 2018** 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**



**Show Information**  
Calgary Home + Garden Show 2018  
March 1 - 4, 2018  
BMO Centre / Stampede Park

All orders are governed by the GES Payment Policy and GES Terms & Conditions of contract as specified in this Exhibit Service Kit

#### Official Services Contractor

Global Experience Specialists, Inc. (GES)

#25, 5805 - 76 Ave. SE  
Calgary, Alberta, Canada  
T2C 5L8

Phone: 403-243-2212  
Fax: 403-243-3868  
Web Site: [www.gesexpo.ca](http://www.gesexpo.ca)

Toll Free: 1-800-636-8235  
E-Mail: [exhibitorserviceswest@ges.com](mailto:exhibitorserviceswest@ges.com)

#### Show Information

**Booth Size:** 10' x 10', 10' x 20', and larger

**Backwall Drape:** Black 8' high

**Sidewall Drape:** Black 8' high

**Aisle Carpet Colour:** Black

**Booth Packages Include:**  
Inline: 8' high back wall, 8' high side walls  
Perimeter: 8' high back wall, 3' high side walls

#### Important Dates *Be sure to check all supplier order forms for additional deadlines*

##### Advance Price Deadline Date:

Tuesday February 13, 2018 4:00 PM MST GES orders must be received **with payment** by this date.

##### Advance Warehouse Receiving Dates:

Thursday January 25, 2018 to Thursday February 22, 2018  
**Receiving Days:** Monday to Friday  
**Receiving Hours:** 9:00 AM MST to 4:00 PM MST

##### Exhibitor Move In:

Monday February 26, 2018 8:00 AM MST to 6:00 PM MST  
Tuesday February 27, 2018 8:00 AM MST to 6:00 PM MST  
Wednesday February 28, 2018 8:00 AM MST to 6:00 PM MST  
Thursday March 01, 2018 8:00 AM MST to 11:00 AM MST

\* Please note that all freight and equipment **MUST** be out of the aisles by 4PM on Wednesday February 28 for installation of the aisle carpet.

##### Show Hours:

Thursday March 01, 2018 12:00 PM MST to 9:00 PM MST  
Friday March 02, 2018 12:00 PM MST to 9:00 PM MST  
Saturday March 03, 2018 10:00 AM MST to 9:00 PM MST  
Sunday March 04, 2018 10:00 AM MST to 6:00 PM MST

##### Exhibitor Move Out:

Sunday January 14, 2018 7:00 PM MST to 10:00 PM MST  
Monday January 15, 2018 8:00 AM MST to 2:00 PM MST

\* Please note that all booths materials **MUST** be picked up by 2:00 PM MST on Saturday or they will be subject to **additional charges**.

#### GES On-Site Service Centre

GES will operate a GES Service Desk to help take care of your on-site requirements.

The Service Desk will be open during the following times:

Friday January 26, 2018 3:00 PM MST to 6:00 PM MST  
Tuesday February 27, 2018 8:00 AM MST to 6:00 PM MST  
Wednesday February 28, 2018 8:00 AM MST to 6:00 PM MST  
Thursday March 01, 2018 8:00 AM MST to 6:00 PM MST

#### Shipping Addresses

##### Advance Warehouse Shipping Address

(Your Company Name & Booth #)  
**Calgary Home + Garden 2018 c/o GES**  
#25, 5805 - 76 Ave. SE  
Calgary, Alberta, Canada  
T2C 5L8  
Canada

\* Please use the shipping label as provided. Shipments will NOT be accepted prior to Thursday January 25, 2018

##### Venue Shipping Address

(Your Company Name & Booth #)  
**Calgary Home + Garden 2018 c/o GES**  
**BMO Centre / Stampede Park**  
20 Roundup Way SE  
Calgary, AB T2G 2W1  
Canada

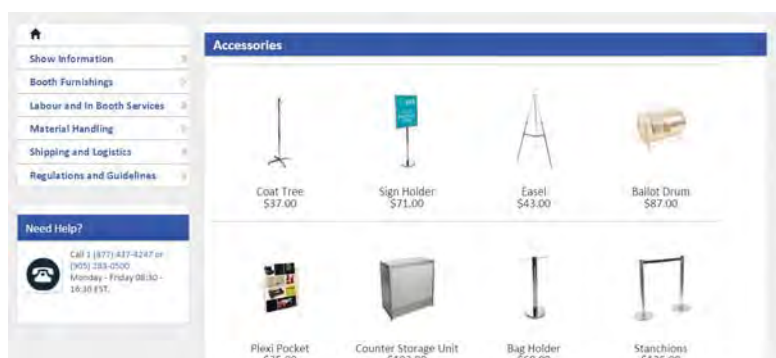
\* Please use the shipping label as provided. Shipments will NOT be accepted prior to Monday February 26, 2018



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



# 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 Espresso<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.



## CREDIT CARD AUTHORIZATION

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

SHOW: **Calgary Home + Garden Show 2018**

### EXHIBITOR INFORMATION

**BOOTH #:** \_\_\_\_\_ **Contact Name:** \_\_\_\_\_  
**Company:** \_\_\_\_\_  
**Address:** \_\_\_\_\_  
**City:** \_\_\_\_\_ **Prov/State:** \_\_\_\_\_  
**Code/Zip:** \_\_\_\_\_ **Country:** \_\_\_\_\_  
**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_  
**Email:** \_\_\_\_\_

### PLEASE COMPLETE THE FOLLOWING

☐ MASTERCARD ☐ VISA ☐ AMERICAN EXPRESS

#### CARD #:

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

#### EXPIRY:

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

Cardholder's  
Name (Print): \_\_\_\_\_

Cardholders's  
Signature: \_\_\_\_\_

Cardholder's  
Billing Address: ☐ Same as above? If not, please complete below.

Address: \_\_\_\_\_

City: \_\_\_\_\_ Prov/State: \_\_\_\_\_

Code/Zip: \_\_\_\_\_ Country: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

*This authorization allows GES Canada to charge any fees  
outstanding after show closing to this credit card  
(including funds owed due to a cheque returned NSF).*

### IMPORTANT - READ CAREFULLY

This "Credit Card Authorization" form **MUST** be completed in full & returned to GES along with your order forms.

Orders for GES products and/or services will **NOT** be accepted without the receipt of a completed "Credit Card Authorization" form.

To ensure we have received your complete order, please check off those items which you are sending to us.

- ☐ Third Party Billing
- ☐ Furnishings
- ☐ Carpet & Underpadding
- ☐ Specialty Furnishings
- ☐ GEM Exhibits & Accessories
- ☐ Signs & Graphics
- ☐ Booth Cleaning
- ☐ Installation & Dismantling Labour
- ☐ In-Booth Forklift
- ☐ Material Handling
- ☐ GES Logistics / Shipping
- ☐ GES Customs

#### **\*\*NOTE\*\***

Not all forms/services are available for all events.

**CHEQUES ARE TO BE MADE PAYABLE TO GES CANADA.**  
**Cheques will not be accepted without this "Credit Card Authorization".**

**ORDERS WILL NOT PROCESSED WITHOUT THE RECEIPT OF A  
COMPLETED "CREDIT CARD AUTHORIZATION"**



## THIRD PARTY BILLING

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

SHOW: **Calgary Home + Garden Show 2018**

### 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 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:**



## PAYMENT POLICY INFORMATION

#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

### 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: Calgary Home + Garden Show 2018

### 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

Institution code #: 001  
Transit #: 00109  
Account #: 1967-990

IF YOU ARE SENDING  
AMERICAN DOLLARS (\$US)



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: PNBUS3NNYC

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)





## FURNISHINGS

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

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

SHOW: **Calgary Home + Garden Show 2018**

**DISCOUNT PRICE  
DEADLINE DATE:**

**February 13, 2018**

### EXHIBITOR INFORMATION

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

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

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

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

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

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

### CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form (included in this kit)  
**MUST** accompany this completed form.

Orders for GES products and/or services will **not** be  
accepted without receipt of a completed  
"Credit Card Authorization" form.

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

QTY	Item #	Description	Discount Price	Standard Price	Total
	FGFSC	Grey Fabric Side Chair	\$43.75	\$61.00	
	FGFAC	Grey Fabric Arm Chair	\$45.00	\$79.75	
	FGFCS	Grey Fabric Counter Stool	\$95.75	\$134.25	
	FLR	Literature Rack	\$85.50	\$119.75	
	FPEDT40	Cocktail Table 40" High	\$96.25	\$134.25	
	FPEDT	Starbase Table - 30" Round x 30" High	\$79.75	\$111.75	
	FCOFT	Starbase Table - 30" Round x 18" High (Coffee Table)	\$61.00	\$85.00	
	FCT	Coat Tree	\$34.25	\$48.25	
	FCSH	22" x 28" Chrome Sign Holder (Sign Extra)	\$52.00	\$72.75	
	FESL	Easel	\$43.75	\$61.50	
	FSBD	Gold Ballot Drum	\$69.50	\$97.25	
	FCSU	White Counter Storage Unit 40" H	\$149.25	\$209.25	
	FBH	Bag Holder 41"H	\$72.75	\$102.25	
	FCS	1 Pair of Stanchions	\$93.00	\$129.50	
	FWB	Wastebasket	\$24.00	\$34.25	

#### Terms & Conditions

- All orders received after the Discount Price Date will be processed at the Standard 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.

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## FURNISHINGS

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

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

<b>SHOW:</b> <span style="font-size: 1.2em; font-weight: bold;">Calgary Home + Garden Show 2018</span>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>DISCOUNT PRICE DEADLINE DATE:</b></td> <td style="width: 50%;"><b>February 13, 2018</b></td> </tr> </table>	<b>DISCOUNT PRICE DEADLINE DATE:</b>	<b>February 13, 2018</b>
<b>DISCOUNT PRICE DEADLINE DATE:</b>	<b>February 13, 2018</b>		
EXHIBITOR INFORMATION			
<b>BOOTH #:</b> _____			
<b>COMPANY</b> _____			
<b>STREET</b> _____			
<b>CITY</b> _____ <b>PROV/STATE</b> _____ <b>CODE</b> _____			
<b>E-MAIL</b> _____			
<b>PHONE</b> _____ <b>FAX</b> _____			
<b>CONTACT NAME</b> _____			

CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form (included in this kit) **MUST** accompany this completed form.

Orders for GES products and/or services will **not** be accepted without receipt of a completed "Credit Card Authorization" form.

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

QTY	Item #	SKIRTED TABLES 30" HIGH	Discount Price	Standard 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	\$89.75	\$125.50	
	DT6	6 Ft. Long x 2 Ft. Wide	\$98.75	\$138.00	
	DT8	8 Ft. Long x 2 Ft. Wide	\$106.50	\$149.75	
	DTS4S	Skirted Fourth Side Additional Charge	\$38.75	\$54.25	
<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	\$102.50	\$143.25	
	RD6	6 Ft. Long x 2 Ft. Wide	\$126.00	\$176.50	
	RD4S	Skirted Fourth Side Additional Charge	\$47.00	\$65.80	
<b>NON SKIRTED TABLES 30" HIGH</b>					
	UD4	4 Ft. Long x 2 Ft. Wide	\$51.00	\$86.75	
	UD6	6 Ft. Long x 2 Ft. Wide	\$59.75	\$99.25	
	UD8	8 Ft. Long x 2 Ft. Wide	\$67.75	\$110.25	
<b>NON SKIRTED TABLES 42" HIGH</b>					
	RUD4	4 Ft. Long x 2 Ft. Wide	\$63.50	\$104.50	
	RUD6	6 Ft. Long x 2 Ft. Wide	\$87.25	\$137.50	
<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.)	\$7.25	\$10.50	
	D8	8 Ft. High (Per Linear Ft.)	\$8.50	\$11.50	

### Terms & Conditions

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- 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)

## Leather Sofa, chair & Loveseat

**White**



**Espresso**



**Glass Top Dining Table**

28.75"H x 41.25"



**Fabric Dining Chair**



**White Fabric Tub Chair**



**Coffee Table**

24"W x 16"H x 47.5"L



**End Table**

24"W x 20"H x 22"L



**White Pump Stool**





## SPECIALTY FURNISHINGS

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

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

SHOW: <b>Calgary Home + Garden Show 2018</b>	<b>DISCOUNT PRICE DEADLINE DATE:</b> <b>February 13, 2018</b>
<b>EXHIBITOR INFORMATION</b>	<b>CREDIT CARD AUTHORIZATION</b>
<b>BOOTH #:</b> _____ COMPANY _____ STREET _____ CITY _____ PROV/STATE _____ CODE _____ E-MAIL _____ PHONE _____ FAX _____ CONTACT NAME _____	A "Credit Card Authorization" form (included in this kit) <b>MUST</b> accompany this completed form.  Orders for GES products and/or services will <b>not</b> be accepted without receipt of a completed "Credit Card Authorization" form.

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

QTY	Item #	Description	Discount Price	Standard Price	Total
	SPE001	White Leather Sofa	\$356.50	\$499.00	
	SPE002	White Leather Love Seat	\$258.75	\$362.25	
	SPE003	White Leather Armchair	\$201.25	\$281.75	
	SPE004	Espresso Leather Sofa	\$356.50	\$499.00	
	SPE005	Espresso Leather Love Seat	\$258.75	\$362.25	
	SPE006	Espresso Leather Armchair	\$201.25	\$281.75	
	SPE015	Coffee Table	\$115.00	\$161.00	
	SPE016	End Table	\$80.50	\$112.75	
	SPE009	Glass Top Dining Table	\$275.00	\$358.00	
	SPE010	Fabric Dining Chair	\$95.00	\$133.00	
	SPE019	White Pump Stool	\$125.00	\$175.00	
	SPE012	White Fabric Tub Chair	\$175.00	\$245.00	

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- 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





## CARPET AND UNDERPADDING

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

SHOW: <b>Calgary Home + Garden Show 2018</b>	<b>DISCOUNT PRICE DEADLINE DATE:</b> <b>February 13, 2018</b>
<b>EXHIBITOR INFORMATION</b>	<b>CREDIT CARD AUTHORIZATION</b>
BOOTH #: _____	A "Credit Card Authorization" form (included in this kit) <b>MUST</b> accompany this completed form.  Orders for GES products and/or services will <b>not</b> be accepted without receipt of a completed "Credit Card Authorization" form.
COMPANY _____	
STREET _____	
CITY _____ PROV/STATE _____ CODE _____	
E-MAIL _____	
PHONE _____ FAX _____	
CONTACT NAME _____	

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

### BOOTH CARPET - STANDARD SIZE

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

QTY	Item #	DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE	TOTAL
	C1010	10 Ft. X 10 Ft. Single Booth	\$172.25	\$240.75	
	C1020	10 Ft. X 20 Ft. Double Booth	\$345.00	\$482.50	
COLOUR SELECTION: <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> GREY <input type="checkbox"/> RED					

Item #	<b>BOOTH CARPET - CUSTOM SIZE (INCLUDING PLASTIC)</b> <i>If your booth requires a size not listed above, please complete this section.</i>			
CUSTC	BOOTH SIZE: _____ Ft. x _____ Ft. = _____ Sq. Ft.	\$1.98/Sq. Ft.	\$2.77/Sq. Ft.	
	COLOUR SELECTION: <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> GREY <input type="checkbox"/> RED			
Item #	<b>UNDERPADDING PRICE PER SQUARE FOOT INSTALLED (100 SQ. FT. MIN.)</b>			
CACU	BOOTH SIZE: _____ Ft. x _____ Ft. = _____ Sq. Ft.	\$1.16/Sq. Ft.	\$1.62/Sq. Ft.	
Item #	<b>PROTECTIVE PLASTIC COVERING PRICE PER SQUARE FOOT INSTALLED (STANDARD SIZES ONLY)</b>			
CAPC	BOOTH SIZE: _____ Ft. x _____ Ft. = _____ Sq. Ft.	\$0.26/Sq. Ft.	\$0.35/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 Discount Deadline Date will be processed at the Standard 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.

SUBTOTAL	
5% GST	
TOTAL	
GST #R104060264	

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





## BOOTH CLEANING

#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: <b>Calgary Home + Garden Show 2018</b>	<b>DISCOUNT PRICE DEADLINE DATE:</b> <b>February 13, 2018</b>
<b>EXHIBITOR INFORMATION</b>	<b>CREDIT CARD AUTHORIZATION</b>
BOOTH #: _____ COMPANY _____ STREET _____ CITY _____ PROV/STATE _____ CODE _____ E-MAIL _____ PHONE _____ FAX _____ CONTACT NAME _____	A "Credit Card Authorization" form (included in this kit) <b>MUST</b> accompany this completed form.  Orders for GES products and/or services will <b>not</b> be accepted without receipt of a completed "Credit Card Authorization" form.

**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)
<input type="checkbox"/> <b>Initial Carpet Vacuuming and Wastebaskets Emptied</b>	_____ X _____ = _____ sq.ft.	X _____ Price Per Sq.Ft.	= _____ Sub Total
<input type="checkbox"/> <b>Daily Carpet Vacuuming and Wastebaskets Emptied</b>	_____ X _____ = _____ sq.ft.	X _____ Price Per Sq.Ft. X _____ # of Days	= _____ Sub Total

ITEM #	DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE
BCICSF1	INITIAL CLEANING 50 - 600 sq.ft.	\$0.44/sq.ft	\$0.62/sq.ft.
BCICSF2	INITIAL CLEANING 601-1000 sq.ft.	\$0.34/sq.ft.	\$0.47/sq.ft.
BCICSF3	INITIAL CLEANING OVER 1000sq.ft.	\$0.25/sq.ft.	\$0.35/sq.ft.
BCDCSF	DAILY RATE PER DAY	\$0.21/sq.ft. per day	\$0.30/sq.ft. per day

#### Terms & Conditions

- All orders received after the Discount Deadline Date will be processed at the Standard 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



## GES SHOW SPECIALS 3Ft. WALLS

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

SHOW: **Calgary Home + Garden Show 2018**

**DISCOUNT PRICE  
DEADLINE DATE:**

**February 13, 2018**

### EXHIBITOR INFORMATION

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

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

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

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

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

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

### CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form (included in this kit)  
**MUST** accompany this completed form.

Orders for GES products and/or services will **not** be  
accepted without receipt of a completed  
"Credit Card Authorization" form.

### SHOW SPECIAL INCLUDES:

• Header Sign(s) - 12"x116" • Infill Panels • Carpet • Installed & Dismantled • No Labour Costs • No Material Handling Cost

PACKAGE A: 10' x 10' BOOTH



PACKAGE B: 10' x 20' 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	Standard Price	Total Price
	SS001	Package A - 10' x 10'	\$1,100.50	\$1,540.50	
	SS002	Package B - 10' x 20'	\$1,713.25	\$2,398.50	

### 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: \_\_\_\_\_

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

Custom Header Signs/Logos will be charged \$100.00 extra per sign

Custom Header to be added ☐

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 Standard Price.
- GES is not responsible for exhibit materials left in GES 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



## GES SHOW SPECIALS 8ft. WALLS

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

SHOW: **Calgary Home + Garden Show 2018**

**DISCOUNT PRICE  
DEADLINE DATE:**

**February 13, 2018**

### EXHIBITOR INFORMATION

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

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

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

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

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

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

### CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form (included in this kit)  
**MUST** accompany this completed form.

Orders for GES products and/or services will **not** be  
accepted without receipt of a completed  
"Credit Card Authorization" form.

### SHOW SPECIAL INCLUDES:

• Header Sign(s) - 12"x116" • Infill Panels • Carpet • Installed & Dismantled • No Labour Costs • No Material Handling Cost

PACKAGE A: 10' x 10' BOOTH

PACKAGE B: 10' x 20' 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	Standard Price	Total Price
	GEMSS10x10	Package A - 10' x 10'	<b>\$1,036.25</b>	\$1,439.50	
	GEMSS10x20	Package B - 10' x 20'	<b>\$1,555.00</b>	\$2,159.50	

### 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: \_\_\_\_\_

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

Custom Header Signs/Logos will be charged \$100.00 extra per sign

Custom Header to be added ☐

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 Standard Price.
- GES is not responsible for exhibit materials left in GES 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



# 10' x 10' Exhibit Rentals

## STANDARD



ITEM #GER001

### Model 1

## ENHANCED



ITEM #GER002

### Model 2

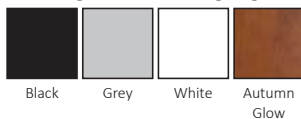


ITEM #GER003

### 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



Model 4

## ENHANCED



Model 5



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, Canada, T2C 5L8 Tel: 403.243.2212 Fax: 403.243.3868 Toll Free: 1.800.636.8235  
exhibitorserviceswest@ges.com www.ges.com/ca

SHOW: **Calgary Home + Garden Show 2018**

**DISCOUNT PRICE  
DEADLINE DATE:**

**February 13, 2018**

### EXHIBITOR INFORMATION

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

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

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

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

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

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

### CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form (included in this kit)  
**MUST** accompany this completed form.

Orders for GES products and/or services will **not** be  
accepted without receipt of a completed  
"Credit Card Authorization" form.

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

Item #	Discount Price	Standard Price	Item #	Discount Price	Standard Price
GER001	<b>\$1,217.50</b>	\$1,737.00	GER004	<b>\$1,807.50</b>	\$2,578.50
GER002	<b>\$1,360.25</b>	\$1,940.50	GER005	<b>\$2,010.25</b>	\$2,867.75
GER003	<b>\$1,320.00</b>	\$1,883.25	GER006	<b>\$1,967.00</b>	\$2,806.00

**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 day of move in.
- All orders received after the Discount Price Date will be processed at the Standard 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.

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

GST #R104060264

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## GES EXHIBIT ACCESSORIES

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

SHOW: **Calgary Home + Garden Show 2018**

**DISCOUNT PRICE  
DEADLINE DATE:**

**February 13, 2018**

### EXHIBITOR INFORMATION

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

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

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

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

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

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

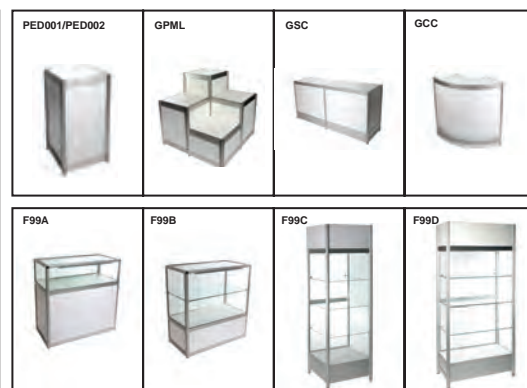
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QTY	Item #	DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE	TOTAL
	PED001	Pedestal (White) 20"L x 20"W x 28"H	\$100.75	\$140.75	
	PED002	Pedestal (White) 20"L x 20"W x 36"H	\$100.75	\$140.75	
	GPML	Pedestal White 40"L X 40"W (Tops are 20" X 20") (Unit Heights - 16"- 28" & 28"- 40")	\$504.25	\$706.25	
	GSC	Storage Counter (White) 80"L X 20"W X 40"H	\$299.75	\$419.75	
	GCC	Curved Counter (White) 60"L X 20"W X 40"H	\$205.75	\$288.25	
	F99A	99A Showcase (White/Glass) 40"L X 20"W X 41"H	\$205.75	\$288.25	
	F99B	99B Showcase (White/Glass) 40"L X 20"W X 41"H	\$209.50	\$293.25	
	F99C	99C Showcase (White/Glass) 26"L X 26"W X 96"H	\$303.50	\$424.50	
	F99D	99D Showcase (White/Glass) 40"L X 20"W X 96"H	\$429.00	\$600.50	



QTY	Item #	DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE	TOTAL
	GWF	Waterfall With Eight Hooks	\$20.25	\$28.00	
	GGR	Garment Rail 39"W	\$52.25	\$73.25	
	GFS	Shelves - Flat 37"L X 12"W	\$44.00	\$61.50	
	GAS	Shelves - Angled 37"L X 12"W	\$44.00	\$61.50	
	GSWP	Slatwall Panels - 37"W X 96"H Grey (Upgrade for standard panels)	\$121.50	\$170.00	



**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 Standard Price.

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

I have read and understand the Terms

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  
[Cgraphics@ges.com](mailto:Cgraphics@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.**



## LABOUR INSTALLATION AND DISMANTLING

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SHOW: **Calgary Home + Garden Show 2018**

### EXHIBITOR INFORMATION

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

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

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

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

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

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

### CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form (included in this kit)  
**MUST** accompany this completed form.

Orders for GES products and/or services will **not** be  
accepted without receipt of a completed  
"Credit Card Authorization" form.

### 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

Item #	Item #	DESCRIPTION	PER HOUR
LINREG	LOREG	Straight Time Monday-Friday 6:00am-4:00pm	<b>\$78.25</b>
LINOT	LOOT	Over Time Monday-Friday 4:00pm-12:00am, Saturday & Sunday 6:00am-4:00pm	<b>\$117.25</b>
LINDT	LODT	Double Time Monday-Sunday 12:00am-6:00am, Saturday & Sunday 4:00pm-12:00am, All Holiday Hours	<b>\$156.50</b>

#### 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 **MUST** be Present to Supervise) (Exhibitor does **NOT** 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 **MUST** be Present to Supervise) (Exhibitor does **NOT** 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	
5% GST	
EST. TOTAL	
GST #R104060264	

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



## IN BOOTH FORKLIFT INSTALLATION AND DISMANTLING

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

SHOW: **Calgary Home + Garden Show 2018**

### EXHIBITOR INFORMATION

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

COMPANY \_\_\_\_\_

STREET \_\_\_\_\_

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

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

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

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

### CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form (included in this kit) **MUST** accompany this completed form.

Orders for GES products and/or services will **not** be accepted without receipt of a completed "Credit Card Authorization" form.

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

Item #	Item #	DESCRIPTION	PER HOUR
IBIRFL	IBORFL	Straight Time Monday-Friday 6:00am-4:00pm	<b>\$119.25</b>
IBIOTFL	IBOOTFL	Over Time Monday-Friday 4:00pm-12:00am, Saturday & Sunday 6:00am-4:00pm	<b>\$178.75</b>
IBIDTFL	IBODTFL	Double Time Monday-Sunday 12:00am-6:00am, Saturday & Sunday 4:00pm-12:00am, All Holiday Hours	<b>\$238.50</b>

**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

**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	
5% GST	
EST. TOTAL	
GST #R104060264	

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

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date





## LIMITS OF LIABILITY & RESPONSIBILITY

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

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.



**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

#25, 5805 76th Ave SE, Calgary, Alberta, Canada 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: _____	CUSTOMS PAPERWORK ATTACHED: <input type="checkbox"/> YES <input type="checkbox"/> NO	
CONTACT: _____	IF YES, CUSTOMS BROKER: _____	
PHONE: _____	CONTACT: _____	
EMAIL: _____	FAX: _____	

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

### DESTINATION

COMPANY NAME: _____	BOOTH #: _____
ON-SITE CONTACT: _____	
SHOW NAME: <b>Calgary Home + Garden Show 2018</b>	DELIVERY DATE: _____ DELIVERY TIME: _____
FACILITY: _____	
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

A "Credit Card Authorization" form (included in this kit) **MUST** accompany this completed form.

Orders for GES products and/or services will **not** be accepted without the receipt of a completed "Credit Card Authorization" form.

### 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: \_\_\_\_\_

# ADVANCE WAREHOUSE SHIPPING LABEL

**Calgary Home + Garden Show 2018**

## 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/**Calgary Home + Garden Show 2018**  
#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:**

**January 3, 2018**

# DIRECT TO SHOW SITE SHIPPING LABEL

**Calgary Home + Garden Show 2018**

## 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/**Calgary Home + Garden Show 2018**  
Stampede Park, BMO Centre  
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:**

**Please refer to your assigned move-in times**