

Place Bonaventure
800 De la Gauchetière O.
bureau 1165
Montréal, QC, H5A 1K6

Tél.: 514.861.9694
Télécopieur: 514.392.1577



Expositions • Événements • Expériences
Exhibitions • Events • Experiences

FORMULAIRES DE COMMANDE

ORDER FORMS

ICSC Quebec
Conference 2018



June 11-13 juin 2018

 gesexpo.ca



Dear Exhibitor,

We are pleased that GES Global Experience Specialists has been selected as your Official Service Contractor for:
ICSC Quebec Conference 2018

We strive to offer you the best possible service to facilitate a successful show experience. Please review this manual carefully. It contains information and order forms for each of the many services offered by GES Global Experience Specialists. In order to provide efficient service for you it is most important that you return these forms to us promptly. By placing your orders in advance. You can **have a valuable rebate** on most decorating items. Advance orders also make for a smoother, more efficient move-in avoiding unnecessary waits, the possibility of selecting a sold out item and showsite delivery delays.

To qualify for discount prices, orders must be received in our office on or before the deadline date on the order forms. Please be sure to reference each order form as deadline dates may vary. GES Global Experience Specialists requires payment in full at the time services are ordered. For your convenience, we require that you provide a credit card authorization with your initial order. This may be used to charge labour and material handling services not covered in your advance order. We accept Visa, Mastercard, American Express, as well as cheques. **Please note that onsite pricing will include a premium.**

We realize that exhibiting in a tradeshow can be complicated. If you need assistance with your orders or additional information, please call our offices at 514-861-9694 from Monday to Friday from 8:30am until 4:30pm and ask to speak to a Customer Service Representative (CSR). In addition, our GES Global Experience Specialists Servicecentre staff will be available throughout the show to assist you.

Thank you in advance for your valued business. We look forward to serving you and wish you a successful event.

Save time, order online.
Place orders and manage your budget in one place.

**ORDER
NOW**

Sincerely,
Customer Service Team

GES Global Experience Specialists

800, de la Gauchetière W. St., suite 1165
Montréal, QC, H5A 1K6
Tél.: 514-861-9694 Fax.: 514-392-1577
clarkson@ges.com



Show Information

ICSC Quebec Conference 2018

June 11-13, 2018

Palais des congrès de Montréal

BOOTH EQUIPMENT (Each Exhibit space includes)

This package includes:

8' high background and 3' high side dividers in black drape

One 48" x 8" booth ID sign

Exhibitors can order services not included in the GES manual through the Palais des congrès de Montréal:

<https://portailclient.congresmtl.com/en/web/guest/accueil>

Exhibitors are responsible for providing all additional furniture, equipment, power and lighting for their booths.

ELECTRICITY

Electricity is not included with the space. For all electrical needs please refer to the order form and return to the electrical supplier.

EXHIBIT HALL CARPET

The exhibit hall is carpeted.

DISCOUNT PRICE DEADLINE DATE

In order to receive advance order discount rates listed on the price sheet, we must receive your order and payment by:

May 25, 2018

SHOW SCHEDULE

EXHIBITOR MOVE-IN

June 11, 2018	0900-2000
June 12, 2018	0700-0930 (hand-carry only)

GES SERVICE DESK

June 11, 2018	0900-2000
June 12, 2018	0700-0930

EXHIBIT HOURS

June 12, 2018	0930-1700
June 13, 2018	0900-1400

EXHIBITOR MOVE-OUT

June 13, 2018	1400-2200
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(EMPTYIES WILL BE RETURNED AS OF 14H45)
No one can begin to dismantle before 2pm.

SHIPPING INFORMATION

Please review this section of the Exhibitor Kit thoroughly for: the proper shipping address to the facility, all information relating to advance freight, storage, and material handling of your goods during the move-in and move-out process.

OFFICIAL DECORATOR AND TRANSPORT COMPANY

GES Canada Ltd.

800 Place Bonaventure, Suite 1165

Montréal, Québec H5A 1K6

Phone: 514 861-9694 Fax: 514 392-1577

ATTENTION : NOTE THAT MATERIAL HANDLING SERVICES WILL BE EXCLUSIVELY MANAGED BY GES CANADA. PLEASE NOTIFY YOUR OFFICIAL CARRIER AND EXHIBIT HOUSE.



Palais des congrès de Montréal

Faite parvenir votre commande par / Please send your order by :
Télécopieur / Fax: 514-392-1577 - Courriel / E-mail: clarkson @ges.com

IMPORTANT

**PLEASE RETURN THIS COMPLETED DOCUMENT WITH A COPY OF YOUR BANK TRANSFER ISSUED BY YOUR BANK :
FAX AT 514.392.1577 OR BY EMAIL: clarkson@ges.com**

IF YOU NEED INFORMATION PLEASE CONTACT THE CUSTOMER SERVICE

INFORMATION TO BE COMPLETED AND TO BE ADDED ON YOUR BANK TRANSFER

Show Name: _____ Booth #: _____

Company name: _____ Address: _____

Amount of invoice: _____ \$ Invoice number: _____

Bank charge to include with your payment + 35.00\$ \$

Total amount of transfer: _____ \$

Note that our invoices are in Canadian Funds, so when possible please have your bank transfer send in this currency.

BANK INFORMATION TO SEND YOUR WIRE TRANSFER

Please include all of the following information to ensure your funds reach our bank

IF YOU ARE SENDING CANADIAN DOLLARS:

Bank Name:	CIBC (BANQUE CANADIENNE IMPÉRIALE DE COMMERCE)		
Bank Address:	1155, boul. René Lévesque Ouest Montréal, Québec, Canada H3B 3Z4		
Account Name :	Clarkson-Conway Inc.	Account Number:	2408414
Branch Number:	010	Transit Number:	00001
Swift Code :	CIBCCATT		

The Swift bank identification Code (BIC) is the bank code required for all international transfers

IBAN Number : N/A in Canada

IF YOU ARE SENDING AMERICAN DOLLARS:

Bank Name:	CIBC (BANQUE CANADIENNE IMPÉRIALE DE COMMERCE)		
Bank Address:	1155, boul. René Lévesque Ouest Montréal, Québec, Canada H3B 3Z4		
Account Name :	Clarkson-Conway Inc.	Account Number:	2408414
Branch Number:	010	Transit Number:	00001
U.S. intermediary bank name:	Wells Fargo Bank, N.A., NY, USA		
Swift Code :	PNBPUS3NNYC		
ABA Routing Number :	026005092		

The ABA routing # is the routing code for U.S. based banks and is required for all EFT's within the U.S.

ATTENTION : THIS IS A CLOSED DOCK. NOTE THAT MATERIAL HANDLING SERVICES WILL BE EXCLUSIVELY MANAGED BY GES CANADA.

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

Benefits of Advance Shipping to the GES Global Experience Specialists Warehouse

- Storage of materials for up to 15 days prior to your show.
- Delivery of shipments to your booth on your first day of move-in (schedule permitting).
- Some convention centres and hotels do not have facilities for receiving or storing freight.
- Saves valuable set-up time.

How to ship in Advance to the GES Global Experience Specialists Warehouse

- Remove all old shipping and empty storage labels.
- Fill out and attach enclosed Advance Shipping Labels.
- Complete the enclosed Advance Material Handling order form.
- All shipments must have a bill of lading or delivery slip showing the number of pieces, weight, and type of merchandise.
- Take the time to ensure that your display and products are packed neatly and securely.
- Do not ship uncrated materials to the warehouse.
- Please note that when utilizing a ground carrier other than the official, U.S. shipments will require customs clearance before delivery to the advance warehouse. Clearance delays may occur.

How to Ship to Exhibit Site

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

Freight Carriers

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

Tracking Shipments

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

Estimating Material Handling Charges

Handling charges are based on the weight of the freight. Shipments are billed by the hundredweight and rounded up to the nearest hundred. A minimum per shipment may apply, see enclosed Material Handling Order Form for details. Please prepay all shipping charges - GES Global Experience Specialists cannot accept or be responsible for collect shipments. Crated and uncrated shipments must be separated and clearly identified on your bill of lading.

- **Crated** - Material that is skidded or is any type of shipping container that can be unloaded at the dock with no additional handling required.
- **Uncrated** - Material that is shipped loose or pad-wrapped and/or unskidded machinery without proper lifting bars or hooks.
- **Special Handling** - Defined as shipments that are loaded by cubic space and/or packed in such a manner as to require special handling, such as ground loading, side door loading, constricted space loading, and designated piece loading or stacked shipments. Also included are mixed shipments and shipments without proper delivery receipts.

- **Overtime Surcharges** - Shows that move-in or move-out on weekends or late in the day may be subject to overtime surcharges. See enclosed Material Handling Order Form for details.

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

Storing Empty Containers

Properly labeled empty shipping cartons will be picked up, stored and returned after the show. Labels are available at the **GES Global Experience Specialists Servicentre** of from your GES Global Experience Specialists Service Representative and are for empty storage only. Depending on the size of the show, it can take from one (1) to four (4) hours to return empty crates. Do not store any items in crates marked empty.

Forced Freight

Shipments left on-site after dismantle hours will be transferred to a storage warehouse. Charges relating to such shipping and handling will be charged to the exhibitor.

Outgoing Shipments

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

Machinery, Labour and Equipment

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

Insurance

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

GES Limits of Liability

- **Liability** - GES Global Experience Specialists is liable for loss or damage to your goods ONLY if the loss or damage was caused by GES Global Experience Specialists negligence.

- **Measure of Damage** - If GES Global Experience Specialists was negligent and the negligence caused either loss or damage to your goods, then the measure of that damage will be determined by the following:

- Measure of damages in all situations (including b. below) will be limited by the Depreciated Value of the goods or repair costs, whichever is less.

- The lesser of \$0.30 per pound per piece, \$50 per piece, or \$1000 per occurrence.

GES Global Experience Specialists does not offer or sell insurance. GES Global Experience Specialists is not liable and will not owe for loss or damage to your goods if the damage was not caused by GES Global Experience Specialists.

ICSC Quebec Conference 2018

June 11-13, 2018

Palais des congrès de Montréal

A/S (C/O) GES c/o YRC
1725 Chemin St-François
Dorval, QC, H9P 2S1

ATTENTION :

VEUILLEZ NOTER QUE TOUS LES SERVICES DE MANUTENTION SERONT GERÉS EXCLUSIVEMENT PAR GES.SVP, VEUILLEZ EN AVISER VOTRE COMPAGNIE DE LIVRAISON ET DÉCORATEUR EN STAND PERSONALISÉ.

NOTE THAT MATERIAL HANDLING SERVICES WILL BE EXCLUSIVELY MANAGED BY GES CANADA. PLEASE NOTIFY YOUR OFFICIAL CARRIER AND EXHIBIT HOUSE.

Ce service inclut le déchargement à l'entrepôt et la livraison à votre kiosque au:

The rate for this service includes unloading at the warehouse and delivery to:

Envois arrivant entre **21 mai au 7 juin 2018**

Shipment arriving between: **May 21 to June 7 2018**

Palais des congrès de Montréal

Ce service n'inclut pas le retour à l'entrepôt à la fin de l'exposition. Votre transporteur doit ramasser votre matériel au débarcadère du lieu de l'exposition avant la fin du démontage sinon des frais d'entreposage vous seront chargés.

This service does not include returning the shipments to the warehouse at the end of the show. Your transporter must pick-up your shipment(s) at the loading dock of the venue before the end of the move-out or you will be charged for storage or for transport fees.

IDENTIFIEZ ET ADRESSEZ TOUT VOTRE MATÉRIEL "TOUS FRAIS PRÉPAYÉS" / MARK AND CONSIGN SHIPMENTS "BILL ALL CHARGES TO SHIPPER"

Veillez vous référer aux étiquettes d'expédition de ce manuel. / Please refer to the shipping labels in this manual.

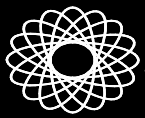
GES Spécialiste mondial de l'événement n'assumera aucune responsabilité pour la marchandise non emballée, mal emballée ou avec des dommages déjà apparents, la perte, le vol ou la disparition de toute marchandise après qu'elle soit livrée au kiosque de l'exposant ni avant la cueillette au kiosque de l'exposant pour le chargement après l'exposition. / GES Global Experience Specialists shall not be responsible for damage to uncrated materials, improperly packed materials, concealed damage, loss or theft of exhibitor materials after being delivered to booth during installation; nor before being picked up for shipping out from the building.

Si vos transporteurs désignés ne ramassent ou ne livrent vos matériaux à temps, ni le promoteur ni GES Spécialiste mondial de l'événement ne sera responsable des délais subséquents. / If your designated carriers do not pick up or make destination delivery of your shipment on time, neither show management nor contractor will be liable for any resulting delays.

MÉTHODE DE CALCUL DES FRAIS / METHOD OF CALCULATION OF CHARGES

Il est entendu que votre calcul est un estimé. La facturation sera faite à partir du poids réel. Les ajustements seront effectués en conséquence. / We understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

Notre marchandise sera expédiée à l'entrepôt le / Our shipment will be sent to the warehouse on:			
Nombre de morceaux / Total Pieces:		Poids de la plus grosse unité / Weight of largest piece:	
Dimensions de la plus grosse unité / Size of largest piece:			
ENVOI/SHIPMENT = + 50 LBS	PRIX PAR/PRICE BY 100 LBS (200 LBS minimum)	X	102,00 \$
PETIT ENVOI / SMALL SHIPMENT - 50 LBS	PRIX PAR ENVOI / PRICE BY SHIPMENT	X	56,00 \$
MANUTENTION SPÉCIALE / SPECIAL HANDLING	PRIX PAR / PRICE BY 100 LBS (200 LBS minimum)	X	112,00 \$
Vous devez OBLIGATOIREMENT joindre le formulaire d'autorisation de carte de crédit à ce formulaire. Toutes les commandes sont soumises aux politiques de paiement et aux limites de responsabilités de GES Spécialiste mondial de l'événement stipulées dans ce catalogue de l'exposant.		Montant / Amount:	
Frais d'annulation: Après le début du montage du salon, toute annulation sera facturée à 100% du coût original.		104060264 - TPS 5% GST	
		1002260545 - TVQ 9.975% QST	
		TOTAL	
The payment & credit card authorization form MUST accompany this form.		COMPAGNIE - # STAND COMPANY - BOOTH #	
All orders are governed by the GES Global Experience Specialists Payment Policy and Limits of Liability & Responsibility as specified in this Exhibitor Kit.			
Cancellation fees: Items cancelled after move-in begins will be charged at 100% of the original price.			



GES / *Spécialiste mondial de l'événement*

Clarkson-Conway

MATÉRIAUX D'EXPOSITION

EXPÉDITION À L'AVANCE

À:

NOM DE LA COMPAGNIE

ICSC Quebec Conference 2018

NOM DE L'EXPOSITION

NUMÉRO DE STAND

A/S (C/O)

GES c/o YRC

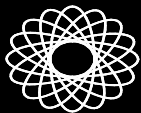
1725 Chemin St-François

Dorval , QC, H9P 2S1

**HEURES D'OUVERTURE DE L'ENTREPÔT:
LUNDI AU VENDREDI 8:00 À 16:00**

Transporteur

Nombre _____ de _____ morceaux



GES / *Spécialiste mondial de l'événement*

Clarkson-Conway

EXHIBITION FREIGHT

ADVANCE SHIPMENT

TO:

COMPANY NAME

ICSC Quebec Conference 2018

NAME OF EXHIBITION

A/S (C/O)

NUMÉRO DE STAND

GES c/o YRC

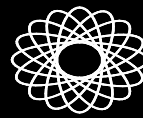
1725 Chemin St-François

Dorval , QC, H9P 2S1

**WAREHOUSE HOURS ARE
MONDAY TO FRIDAY 8:00 AM TO 4:00 PM**

Carrier

Number _____ of _____ pieces



GES / *Spécialiste mondial de l'événement*

Clarkson-Conway

MATÉRIAUX D'EXPOSITION

EXPÉDITION À L'AVANCE

À:

NOM DE LA COMPAGNIE

ICSC Quebec Conference 2018

NOM DE L'EXPOSITION

NUMÉRO DE STAND

A/S (C/O)

GES c/o YRC

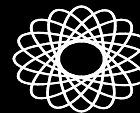
1725 Chemin St-François

Dorval , QC, H9P 2S1

**HEURES D'OUVERTURE DE L'ENTREPÔT:
LUNDI AU VENDREDI 8:00 À 16:00**

Transporteur

Nombre _____ de _____ morceaux



GES / *Spécialiste mondial de l'événement*

Clarkson-Conway

EXHIBITION FREIGHT

ADVANCE SHIPMENT

TO:

COMPANY NAME

ICSC Quebec Conference 2018

NAME OF EXHIBITION

A/S (C/O)

NUMÉRO DE STAND

GES c/o YRC

1725 Chemin St-François

Dorval , QC, H9P 2S1

**WAREHOUSE HOURS ARE
MONDAY TO FRIDAY 8:00 AM TO 4:00 PM**

Carrier

Number _____ of _____ pieces

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

A/S (C/O) Palais des congrès de Montréal
163 Saint-Antoine Ouest/W
Montréal, QC, H2Z 1H2

ATTENTION :

VEUILLEZ NOTER QUE TOUS LES SERVICES DE MANUTENTION SERONT GERÉS EXCLUSIVEMENT PAR GES.SVP, VEUILLEZ EN AVISER VOTRE COMPAGNIE DE LIVRAISON ET DÉCORATEUR EN STAND PERSONALISÉ.

NOTE THAT MATERIAL HANDLING SERVICES WILL BE EXCLUSIVELY MANAGED BY GES CANADA.PLEASE NOTIFY YOUR OFFICIAL CARRIER AND EXHIBIT HOUSE.

Aucune marchandise ne peut être acceptée avant:

13 juin, 2017



0900-2000

No shipment will be accepted before :

June 13, 2017



0900-2000

Ce service n'inclut pas le retour à l'entrepôt à la fin de l'exposition. Votre transporteur doit ramasser votre matériel au débarcadère du lieu de l'exposition avant la fin du démontage sinon des frais d'entreposage vous seront chargés.

This service does not include returning the shipments to the warehouse at the end of the show. Your transporter must pick-up your shipment(s) at the loading dock of the venue before the end of the move-out or you will be charged for storage or for transport fees.

IDENTIFIEZ ET ADRESSEZ TOUT VOTRE MATÉRIEL "TOUS FRAIS PRÉPAYÉS" / MARK AND CONSIGN SHIPMENTS "BILL ALL CHARGES TO SHIPPER"

Veillez vous référer aux étiquettes d'expédition de ce manuel. / Please refer to the shipping labels in this manual.

GES Spécialiste mondial de l'événement n'assumera aucune responsabilité pour la marchandise non emballée, mal emballée ou avec des dommages déjà apparents, la perte, le vol ou la disparition de toute marchandise après qu'elle soit livrée au kiosque de l'exposant ni avant la cueillette au kiosque de l'exposant pour le chargement après l'exposition. Toute réclamation doit être faite sur les lieux avant la fermeture de l'événement. / GES Global Experience Specialists shall not be responsible for damage to uncrated materials, improperly packed materials, concealed damage, loss or theft of exhibitor materials after being delivered to booth during installation; nor before being picked up for shipping out from the building. Claims must be filed by the exhibitor before close of show.

Si vos transporteurs désignés ne ramassent ou ne livrent vos matériaux à temps, ni le promoteur ni GES Spécialiste mondial de l'événement ne sera responsable des délais subséquents. / If your designated carriers do not pick up or make destination delivery of your shipment on time, neither show management nor contractor will be liable for any resulting delays.

MÉTHODE DE CALCUL DES FRAIS / METHOD OF CALCULATION OF CHARGES

Il est entendu que votre calcul est un estimé. La facturation sera faite à partir du poids réel. Les ajustements seront effectués en conséquence. / We understand that your calculation is only an estimate. Invoicing will be done from the actual weight. Adjustments will be made accordingly.

Transporteur :			
Nombre de morceaux / Total Pieces:		Heure d'arrivée:	
Dimensions de la plus grosse unité / Size of largest piece:		Poids de la plus grosse unité / Weight of largest piece:	
ENVOI/SHIPMENT = + 50 LBS	PRIX PAR/PRICE BY 100 LBS (200 LBS minimum)	X	78,00 \$
PETIT ENVOI / SMALL SHIPMENT - 50 LBS	PRIX PAR ENVOI / PRICE BY SHIPMENT	X	56,00 \$
MANUTENTION SPÉCIALE / SPECIAL HANDLING	PRIX PAR / PRICE BY 100 LBS (200 LBS minimum)	X	88,00 \$
Vous devez OBLIGATOIREMENT joindre le formulaire d'autorisation de carte de crédit à ce formulaire. Toutes les commandes sont soumises aux politiques de paiement et aux limites de responsabilités de GES Spécialiste mondial de l'événement stipulées dans ce catalogue de l'exposant. Frais d'annulation: Après le début du montage du salon, toute annulation sera facturée à 100% du coût original. The payment & credit card authorization form MUST accompany this form. All orders are governed by the GES Global Experience Specialists Payment Policy and Limits of Liability & Responsibility as specified in this Exhibitor Kit. Cancellation fees: Items cancelled after move-in begins will be charged at 100% of the original price.		Montant / Amount	
		104060264 - TPS 5% GST	
		1002260545 - TVQ 9.975% QST	
		TOTAL	
		COMPAGNIE - # STAND	
		COMPANY - BOOTH #	



GES / *Spécialiste
mondial
de l'événement*

Clarkson-Conway

MATÉRIAUX D'EXPOSITION

EXPÉDITION DIRECTE AU SITE

À:

NOM DE LA COMPAGNIE

ICSC Quebec Conference 2018

NOM DE L'EXPOSITION

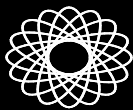
NUMÉRO DE STAND

A/S (C/O) Palais des congrès de Montréal
163 Saint-Antoine Ouest/W
Montréal, QC, H2Z 1H2

**IMPORTANT! SVP VOUS RÉFÉREZ AUX HEURES D'INSTALLATION
DANS CE CATALOGUE DES EXPOSANT**

Transporteur

Nombre _____ de _____ morceaux



GES / *Spécialiste
mondial
de l'événement*

Clarkson-Conway

EXHIBITION FREIGHT

DIRECT SHIPMENT

TO:

COMPANY NAME

ICSC Quebec Conference 2018

NAME OF EXHIBITION

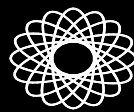
BOOTH NUMBER

A/S (C/O) Palais des congrès de Montréal
163 Saint-Antoine Ouest/W
Montréal, QC, H2Z 1H2

**IMPORTANT! PLEASE REFER TO THE MOVE-IN DATES IN THIS
EXHIBITOR'S KIT**

Carrier

Number _____ of _____ pieces



GES / *Spécialiste
mondial
de l'événement*

Clarkson-Conway

MATÉRIAUX D'EXPOSITION

EXPÉDITION DIRECTE AU SITE

À:

NOM DE LA COMPAGNIE

ICSC Quebec Conference 2018

NOM DE L'EXPOSITION

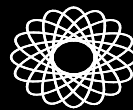
NUMÉRO DE STAND

A/S (C/O) Palais des congrès de Montréal
163 Saint-Antoine Ouest/W
Montréal, QC, H2Z 1H2

**IMPORTANT! SVP VOUS RÉFÉREZ AUX HEURES D'INSTALLATION
DANS CE CATALOGUE DES EXPOSANT**

Transporteur

Nombre _____ de _____ morceaux



GES / *Spécialiste
mondial
de l'événement*

Clarkson-Conway

EXHIBITION FREIGHT

DIRECT SHIPMENT

TO:

COMPANY NAME

ICSC Quebec Conference 2018

NAME OF EXHIBITION

BOOTH NUMBER

A/S (C/O) Palais des congrès de Montréal
163 Saint-Antoine Ouest/W
Montréal, QC, H2Z 1H2

**IMPORTANT! PLEASE REFER TO THE MOVE-IN DATES IN THIS
EXHIBITOR'S KIT**

Carrier

Number _____ of _____ pieces

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

COMPAGNIE / COMPANY

STAND /
BOOTH #

RENSEIGNEMENTS IMPORTANTS ET TARIFS / IMPORTANT INFORMATION AND RATES

TARIFS HORAIRES / HOURLY RATES	HEURES / TIME	PAR OUVRIER / PER MAN
0595-IR Temps régulier / Straight Time	Lundi au vendredi entre 08h00 et 16h00 / Between 8:00AM and 4:00 PM Weekdays	93,00 \$
0595-IO Temps supplémentaire / Overtime	Avant 08h00 et entre 16h00 et 18h00 du lundi au vendredi; Entre 08h00 et 16h00 le samedi et dimanche. / Before 8:00AM and between 4:00PM and 6:00PM Weekdays; Between 8:00AM and 4:00PM Saturdays and Sundays	138,00 \$
0595-ID Temps double / Double time	Après 18h00 du lundi au vendredi; Après 16h00 le samedi et dimanche et lors de congés fériés. / After 6:00PM Weekdays; After 4:00PM Saturdays and Sundays and on all holidays.	183,00 \$

Veillez indiquer le plan choisi / Please indicate service

☐ AGISSEZ SANS LA PRÉSENCE DE L'EXPOSANT / GES SUPERVISED
(OK TO PROCEED)

GES supervisera tout le travail effectué pour: / GES will supervise labour to:

- Déballer et installer le matériel d'exposition avant l'arrivée de l'exposant.
Unpack and install display before exhibitor arrival at showsite.
- Démonter et emballer le matériel à la fin du salon.
Dismantle and pack display after show closing.

Une surcharge de 25% (\$50.00 minimum) du total de la facture de main-d'œuvre sera ajoutée pour ce service additionnel. / A 25% (\$50.00 minimum) surcharge will be added to the labour rates above for the professional supervision.

Veillez cocher les cases appropriées / Please check off the appropriate boxes:

Photos / Photos - Directives ci-incluses - Set-up instructions attached

☐ Dans la caisse / in crate ☐ ci-incluses / attached

☐ SUPERVISÉE PAR L'EXPOSANT / EXHIBITOR SUPERVISED (DO NOT PROCEED)

Le travail est fait sous la supervision de l'exposant. / Exhibitor will supervise.

- L'heure du début des travaux ne peut être garantie que lorsque la main-d'œuvre est réservée pour le début de la journée (à compter de 8h00). / Starting time can only be guaranteed where labourers are requested for the start of the working day, which is 8:00am.
- L'exposant doit se présenter au comptoir de services pour prendre en charge les ouvriers réservés, et après que le travail soit terminée / The exhibitor representative has to check in at the service desk to pick up labourers ordered. The exhibitor representative also has to check labourers out at the service desk upon completion of the work.

GES ne sera pas responsable pour aucune perte ou dommage causé durant l'installation, le déballage, le démontage ou l'emballage du matériel de l'exposant. / GES will not be responsible for any loss or damage arising from the installation, unpacking, dismantling or packing of exhibitor property.

NOTES

Placez la commande ici / Place order here

	# d'ouvrier / # of labourers	Dates / Dates	Heure début / Start Time	Heure fin / End Time	Total d'heures / Total hours	Tarif / Rate	Total
Installation / Set-Up							
Démontage / Dismantle							

LES POURBOIRES, INCLUANT ARGENT COMPTANT OU HEURES POUR TRAVAIL NON-EFFECTUÉS NE SONT PAS PERMIS PAR GES Spécialiste mondial de l'événement. GES Spécialiste mondial de l'événement demande le plus haut niveau d'intégrité de tous ses employés. GRATUITIES IN ANY FORM, INCLUDING CASH GIFTS, OR LABOUR HOURS FOR WORK NOT ACTUALLY PERFORMED ARE PROHIBITED BY GES Global Experience Specialists. GES Global Experience Specialists requires the highest standards of integrity from all employees.

Vous devez OBLIGATOIREMENT joindre le formulaire d'autorisation de carte de crédit à ce formulaire.
Toutes les commandes sont soumises aux politiques de paiement et aux limites de responsabilités de GES Spécialiste mondial de l'événement stipulées dans ce catalogue de l'exposant.
Frais d'annulation: Après le début du montage du salon, toute annulation sera facturée à 100% du coût original.

The payment & credit card authorization form MUST accompany this form.

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Cancellation fees: Items cancelled after move-in begins will be charged at 100% of the original price.

Montant / Amount

\$

*Surcharge de 25 % / 25% surcharge (50 \$ min.)

\$

104060264 - TPS 5% GST

\$

1002260545 - TVQ 9.975% QST

\$

TOTAL

\$

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

INFORMATION DE L'EXPÉDITEUR / SHIPPER INFORMATION

Nom de la compagnie / Company name:		
Adresse / Address	Ville / City:	
	Province / État / State:	
Téléphone / Phone:	Télécopieur / Fax:	Code postal / Postal code:
Personne ressource / Contact :		Courriel / Email:
Date de cueillette / Pick up date:		Heure de cueillette / Pick up time:
Heures d'affaire / Business hours:		Quai de déchargement / Loading dock
Courtier en douanes / Customs broker:		☐ Oui/ Yes ☐ Non / No
J'expédie à l'entrepôt à l'avance / I will be shipping to the advance warehouse ☐ Oui / Yes ☐ Non / No		Documents de douanes ci-joints / Customs paperwork attached ☐ Oui / Yes ☐ Non / No

CONSIGNATAIRE / DESTINATION

Nom de l'exposition / Show name: ICSC Quebec Conference 2018	Lieu de l'exposition / Exhibition Facility: Palais des congrès de Montréal
Personne contact / Contact person:	Téléphone / Phone:
Date de livraison / Delivery date:	Heure de livraison / Delivery time:

SERVICE DEMANDÉ / REQUIRED SERVICE

☐ Aller-simple / One way	☐ Montage / Move-in ☐ Démontage / Move-out	☐ Aller - retour / Round Trip
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ITEM À EXPÉDIER / ITEM TO SHIP

Total de morceaux Total # of pieces	Dimensions	Poids estimé Estimated weight

Valeur déclarée / Declared value:	Poids total / Total weight
-----------------------------------	----------------------------

Signature de relâche / Release signature

Pour autoriser la livraison sans une signature

To authorize delivery without obtaining signature

COMPAGNIE / COMPANY

STAND /
BOOTH #

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May 25 2018

LISTE DE PRIX / PRICE LIST

In booth forklift services are available to exhibitors requiring assistance with positioning of exhibitor materials within your booth space (MINIMUM CHARGE OF 1 HOUR PER ORDER, INCLUDING INSTALLATION AND DISMANTLING).

Ne pas oublier de joindre le formulaire de paiement
Do not forget to include the payment form

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

Date butoir pour prix escompté - Deadline date for discount price

Dates pour Prix régulier - Dates for Regular price

May 25, 2018

LISTE DE PRIX / PRICE LIST

Qté/Qty	Code	Description	\$ Escompté Discount \$	\$ Régulier Regular \$ (avant montage before set up)	
	0206	3500-106 15A - 120V (1500W) prise régulière / Regular outlet	198,00 \$	248,00 \$	
	0210	3500-110 15A - 208V - monophasé / Single phase	388,00 \$	483,00 \$	
	0211	3500-111 15A - 208V - triphasé / Three phase	388,00 \$	483,00 \$	
	0212	3500-112 20A - 120V - monophasé / Single phase	286,00 \$	357,00 \$	
	0213	3500-113 20A - 208V - monophasé / Single phase	525,00 \$	657,00 \$	
	0216	3500-116 30A - 208V - monophasé / Single phase	611,00 \$	762,00 \$	
	0217	3500-117 30A - 208V - triphasé / Three phase	611,00 \$	762,00 \$	
	0229	3500-129 60A - 208V - triphasé / Three phase ☐ Camlock OU/OR ☐ Hubble	761,00 \$	951,00 \$	
	0232	3500-132 100A - 208V - triphasé / Three phase ☐ Camlock OU/OR ☐ Hubble	1 085,00 \$	1 356,00 \$	
	0235	3500-135 200A - 208V - triphasé / Three phase - Camlock	1 472,00 \$	1 840,00 \$	
	0236-C	3500-138 400A - 208V - triphasé / Three phase - Camlock	2 044,00 \$	2 554,00 \$	
	0206	3500-201 Prise plafond 15A - 120V (1500W) / Ceiling regular outlet (1500W)	449,00 \$	560,00 \$	

Veillez nous informer si vous utilisez les équipements européens et fournir leurs fiches techniques.
Please notify us if you are using European equipment and supply technical sheets.
Si votre kiosque excède 400 pi2 ou avez des besoins particuliers, veuillez fournir un plan de positionnement des services électriques.
If your booth exceeds 400 ft2 or have special needs, please provide a positioning plan of electrical services.
Vous devez OBLIGATOIREMENT joindre le formulaire d'autorisation de carte de crédit à ce formulaire / The payment & credit card authorization form MUST accompany this form.

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INDEMNITÉ D'ANNULATION: Après le début du montage de salon, toute annulation sera facturée à 100% du coût original.

CANCELLATION CLAUSE: Items cancelled after move-in begins will be charged at 100% of the original price.

Montant / Amount	\$
104060264 - TPS 5% GST	\$
1002260545 - TVQ 9.975 % QST	\$
TOTAL CDN\$	\$
COMPAGNIE / COMPANY	# STAND / BOOTH #

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

Date butoir pour prix escompté - Deadline date for discount price

May 25, 2018

LISTE DE PRIX / PRICE LIST

Qté/Qty	Code	Description	\$ Escompté Discount \$	\$ Régulier Regular \$ (avant montage / Before set-up)	
Service de nettoyage journalier / Daily Cleaning Service					
ASPIRATEUR ET POUBELLES / VACUUM AND GARBAGE CAN					
	0150	Espace 10' x 10' booth space	92,00 \$	140,00	
	0150	Espace 10' x 20' booth space	184,00 \$	280,00	
	0150	Espace 10' x 30' booth space	276,00 \$	420,00	
	0150	300' et plus / 300' and more _____ ' x _____ ' = _____ Pi.Ca. / Sq.FT	0,90 \$	1,37	

Les prix ci-dessus sont de frais journaliers.
Merci d'indiquer l'horaire désiré ci-dessous.

The above prices are daily charges.
Please indicate your requested cleaning schedule below.

Jour \ Day	Heure \ Time



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INDEMNITÉ D'ANNULATION: Après le début du montage de salon, toute annulation sera facturée à 50% du coût original et à 100% après la livraison.

CANCELLATION CLAUSE: Items cancelled after move-in begins will be charged at 50% of the original price and 100% after installation.

Montant / Amount	\$
104060264 - TPS 5% GST	\$
1002260545 - TVQ 9.975 % QST	\$
TOTAL CDN\$	\$
COMPAGNIE / COMPANY	# STAND BOOTH #

Faite parvenir votre commande par / Send your order by :
Télécopieur / Fax: 514-392-1577 ou Courriel / Email: clarkson@ges.com

Chaises / Chairs

0503



Chaise tissu gris
Side chair grey fabric

0504



Fauteuil tissu gris
Armchair grey fabric

0502



Fauteuil aluminium
Aluminium armchair

Tabourets / Stools

0512



Tabouret Alice
Alice Stool

0514



Tabouret tissu gris
High stool grey fabric



Tabouret de bar noir
Black bar stool

Tables / Tables

0521



Table à café
Coffee table 30" x 18"H

0523



Table
Table 30" x 30"H

0527 A30



Table carrée aluminium
Square aluminium table 24" x 30"H

0527 A40



Table ronde aluminium
Round aluminium table 24" x 43"H

0553
0551



Table avec jupe
Draped table 72" x 24" x 30"H
Table avec jupe
Draped table 48" x 24" x 30"H

Disponible 42" haut / Available 42" high

Comptoirs, bureau / Counters, Desk

0651-CC-06



Comptoir courbé, portes coulissantes
Curved counter with sliding doors 40" x 32" X 40"H

0651-06



Comptoir, portes coulissantes
Counter with sliding doors 40" x 20" x 40"H

0650-06



Comptoir vitrine
Showcase counter 40" x 20" x 40"H

Présentoirs / Displays

0532



Chevalet
Tripod easel 61" H

0632-A



Porte affiche
Sign holder 60" H

0654-0



Présentoir vitrine
Showcase 40" x 20" x 80"H
20" de large aussi disponible / 20" wide also available

0621



Présentoir vitrine
Showcase 20" x 20" x 80"H
40" de large aussi disponible / 40" wide also available

Divers / Miscellaneous

0608



Boîte de tirage pour table
Raffle cube for table 12" x 12" x 12"H

0606-06



Boîte de tirage
Raffle Box 18.5" x 18.5" x 40"H

0532-A



Support à brochure
Literature rack 9" x 55"H

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

Date butoir pour prix escompté - Deadline date for discount price

Dates pour Prix régulier - Dates for Regular price

25 mai.
May 25

26 mai-10 juin

May 26-June 10

LISTE DE PRIX / PRICE LIST

Qté/Qty	Code	Description	\$ Escompté Discount \$	\$ Régulier Regular \$	Total
Tables avec jupes Table / Skirted Tables (recouverte de vinyle blanc / White Vinyl Top)					
	0551	Table de 4' de longueur avec jupe 30" (h) / Skirted 4' long table with 30" high skirt	84,00 \$	122,00	
	0553	Table de 6' de longueur avec jupe 30" (h) / Skirted 6' long table with 30" high skirt	95,00 \$	138,00	
	0541	Table de 4' de longueur avec jupe 42" (h) / Skirted 4' long table with 42" high skirt	122,00 \$	177,00	
	0542	Table de 6' de longueur avec jupe 42" (h) / Skirted 6' long table with 42" high skirt	138,00 \$	200,00	
	0549	Jupe 4e côté (optionnel) / 4th side skirted (optional)	28,00 \$	41,00	

Le noir sera la couleur choisie par défaut si aucun choix n'a été fait. Black will be provided if no other colour choice has been made.

Couleur de jupe/ Skirt color : Noir - Black ☐ Bleu - Blue ☐ Vert - Green ☐ Rouge - Red ☐ Blanc - White ☐ Gris - Grey ☐

Tables sans jupes (recouvert de vinyle seulement) / Un-skirted Tables (White Vinyl Top Only)					
	0550	Table de 4' de longueur et 30" (h) / 4' long and 30" high table	46,00 \$	67,00	
	0552	Table de 6' de longueur et 30" (h) / 6' long and 30" high table	52,00 \$	75,00	
	0544	Table de 4' de longueur et 42" (h) / 4' long and 42" high table	79,00 \$	115,00	
	0545	Table de 6' de longueur et 42" (h) / 6' long and 42" high table	87,00 \$	126,00	

TABLES

	0521	Table à café blanche 18" (h) / 18"H Round, White Coffee Table	70,00 \$	102,00	
	0522	Table à café noire 18" (h) / 18"H Round, Black Coffee Table	70,00 \$	102,00	
	0523	Table blanche 30"x30" (h) / 30"x30"H Round, White Table	95,00 \$	138,00	
	0524	Table noire 30"x30" (h) / 30"x30"H Round, Black Table	95,00 \$	138,00	
	0527-A-40	Table de cocktail 43" (h) / 43"H cocktail table	137,00 \$	199,00	
	0527-A-30	Table carrée en aluminium 30" (h) / 30"H Aluminum square table	137,00 \$	199,00	

Chaises / Chairs

	0502-A	Fauteuil aluminium / Aluminium Armchair	87,00 \$	126,00	
	0503	Chaise de tissu gris (sans bras) / Grey Side Chair	69,00 \$	100,00	
	0504	Fauteuil de tissu gris / Grey Arm Chair	84,00 \$	122,00	
	0512	Tabouret de bar noir (sans dossier) / Black Bar Stool (no back)	46,00 \$	67,00	
	0514	Tabouret de tissu gris (avec dos) / Grey Stool (with back)	83,00 \$	120,00	
	0514-AL	Tabouret Alice Noir / Black Alice Stool	112,00 \$	162,00	

Comptoirs / Counters

	0651-06	Comptoir blanc avec portes 40" x 20" x 40"H White counter with doors	235,00 \$	341,00	
	0651-CC-06	Comptoir courbé blanc 40" x 32" x 40"H White curved counter	334,00 \$	484,00	
	0650-06	Comptoir vitrine 40" x 20" x 40"H Showcase counter	303,00 \$	439,00	

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Frais d'annulation: Après le début du montage du salon, toute annulation sera facturée à 100% du coût original.

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Cancellation fees: Items cancelled after move-in begins will be charged at 100% of the original price.

Montant / Amount

104060264 - TPS 5% GST

1002260545 - TVQ 9.975% QST

TOTAL
COMPAGNIE / COMPANY
STAND \ BOOTH

Faites parvenir votre commande par / Please send your order by :

Télécopieur / Fax: 514-392-1577 - Courriel / E-mail: clarkson@ges.com

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

Date butoir pour prix escompté - Deadline date for discount price

25 mai.
May 25

Dates pour Prix régulier - Dates for Regular price

26 mai-10 juin

May 26-June 10

***** Avant de commander votre tapis, assurez-vous que la salle n'est pas déjà recouverte de tapis *****
Before ordering a carpet, please verify that the room is not already carpeted

LISTE DE PRIX / PRICE LIST

Qté/Qty	Code	Description	\$ Escompté Discount \$	\$ Régulier Regular \$	Total
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Tapis standard / Standard Carpet

	0576	10' x 10' Tapis standard / Standard Carpet	202,00 \$	293,00	
	0577	10' x 20' Tapis standard / Standard Carpet	404,00 \$	586,00	
	0579	10' x 30' Tapis standard / Standard Carpet	606,00 \$	879,00	

Tapis grandeur spéciale / Custom-Cut Carpet

Le tapis de grandeur spéciale est requis, sans exception, pour tout espace plus long que 30' ou pour tout espace en îlot ou en péninsule.

Custom-cut carpet is required for all booths larger than 30', or for booths configured as an island or peninsula. No Exceptions.

	0578	' X ' = Pi.Ca/ Sq. Ft.	3,08 \$	4,47	
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Sous-tapis / Underpadding

	0564-B	Sous-tapis 10' x 10' Under Padding	129,00 \$	187,00	
	0564-B	Sous-tapis 10' x 20' Under Padding	256,00 \$	371,00	
	0564-B	Sous-tapis 10' x 30' Under Padding	385,00 \$	558,00	
	0564-B	' X ' = Pi.Ca/ Sq. Ft.	1,70 \$	2,47	

Recouvrement de plastique / Plastic Covering for Protection

	0564-A0	' X ' = Pi.Ca/ Sq. Ft.	0,79 \$	1,15	
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Forfait Tapis (Inclut le tapis et le sous-tapis) / Carpet Package (Includes carpet and underpadding)

	0570-AA	Forfait tapis 10' x 10' Carpet Package	276,00 \$	400,00	
	0570-BA	Forfait tapis 10' x 20' Carpet Package	552,00 \$	800,00	
	0570-CA	Forfait tapis 10' x 30' Carpet Package	828,00 \$	1201,00	
	570	' X ' = Pi.Ca/ Sq. Ft.	4,09 \$	5,93	

Couleur de tapis / Colour Choice

☐ Noir/Black		☐ Bleu/Blue		☐ Gris/Grey		☐ Rouge/Red	
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Montant / Amount	\$
104060264 - TPS 5% GST	\$
1002260545 - TVQ 9.975% QST	\$
TOTAL	\$

COMPAGNIE / COMPANY	STAND - BOOTH
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ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

Date butoir pour prix escompté - Deadline date for discount price

25 mai.
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26 mai-10 juin May 26-June 10

LISTE DE PRIX / PRICE LIST

Qté/Qty	Code	Description	\$ Escompté Discount \$	\$ Régulier Regular \$	Total
Accessoires divers / General Accessories					
	0282	Projecteur ajustable sur tige noire 75 watts / 75 watt Black Arm-Clamp Spotlight	57,00 \$	83,00	
	0532	Chevalet / Tripod Easel	47,00 \$	68,00	
	0532-A	Présentoir à littérature / Literature Rack	119,00 \$	173,00	
	0534	Corbeille à papier / Wastebasket	14,00 \$	20,00	
	0534-B	Bac de recyclage / Recycling bin	14,00 \$	20,00	
	0539	Porte manteaux en chrome / Chrome Garment Rack	62,00 \$	90,00	
	0606	Boîte de tirage 20"x20"x40"H Raffle Box	127,00 \$	184,00	
	0621	Présentoir Vitrine 20" x 20" x 80"H Showcase	464,00 \$	673,00	
	0632-A	Porte affiche 60"h / 60"H sign holder	58,00 \$	84,00	
	0654-0	Présentoir (ouverte sur 4 côtés) 40" x 20" x 80" H Showcase (open on 4 sides)	636,00 \$	922,00	
	0661-40H	Cube 18" x 18" x 40"H cube (plus d'options (couleurs, dimensions) disponibles / More options (colours, size) available)	129,00 \$	187,00	
	0693-A	Panneau d'affichage 4'x8' / 4'x8' Poster Panel	119,00 \$	173,00	
	0694	Support pour sac / Bag holder	79,00 \$	115,00	
Vous devez OBLIGATOIREMENT joindre le formulaire d'autorisation de carte de crédit à ce formulaire. Toutes les commandes sont soumises aux politiques de paiement et aux limites de responsabilités de GES Spécialiste mondial de l'événement stipulées dans ce catalogue de l'exposant. Frais d'annulation: Après le début du montage du salon, toute annulation sera facturée à 100% du coût original. The payment & credit card authorization form MUST accompany this form. All orders are governed by the GES Global Experience Specialists Payment Policy and Limits of Liability & Responsibility as specified in this Exhibitor Kit. Cancellation fees: Items cancelled after move-in begins will be charged at 100% of the original price.			Montant / Amount		\$
			104060264 - TPS 5% GST		\$
			1002260545 - TVQ 9.975% QST		\$
			TOTAL		\$
			COMPAGNIE / COMPANY		
			# STAND BOOTH #		

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

Date butoir pour prix escompté - Deadline date for discount price

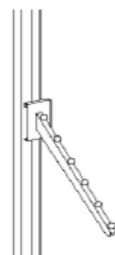
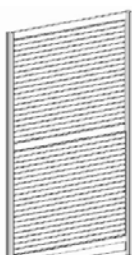
Dates pour Prix régulier - Dates for Regular price

25 mai.
May 25

26 mai-10 juin

May 26-June 10

LISTE DE PRIX / PRICE LIST

Qté/Qty	Code	Description	\$ Escompté Discount \$	\$ Régulier Regular \$	Total
Accessoires pour panneaux du système modulaire / Accessories for panels from modular system					
	0681	Tablette en mélamine / Melamine Shelf ☐ Droite/Straight ☐ Inclinée / Angled	46,00	67,00	
	0687-C	Rail vestimentaire / Barre d'accrochage 1M (Cintre non-inclus) 1M wide Garment Rail / Hanging Bar (Hangers not included)	64,00	93,00	
	0689	Cascade avec six crochets / Waterfall with six hooks	56,00	81,00	
	0690	Pochette à littérature en plexiglass 8 1/2" X 12" Clear Plexi Literature Pocket	38,00	55,00	
Panneaux muraux spéciaux / Special Wall Panels					
	1000-6	Panneau fibrex blanc 38 1/8" x 91"(H) White Fibrex Panel	145,00	210,00	
	1000-5	Panneau velcro 38 1/8" x 91" (H) Velcro Panel	145,00	210,00	
	1008	Panneau rainuré blanc 38 1/8" x 91"(H) White Slatwall Panel	169,00	245,00	
	1009	Panneau perforé blanc 38 1/8" x 85"(H) White pegboard Panel	147,00	213,00	
Vous devez OBLIGATOIREMENT joindre le formulaire d'autorisation de carte de crédit à ce formulaire. Toutes les commandes sont soumises aux politiques de paiement et aux limites de responsabilités de GES Spécialiste mondial de l'événement stipulées dans ce catalogue de l'exposant. Frais d'annulation: Après le début du montage du salon, toute annulation sera facturée à 100% du coût original. The payment & credit card authorization form MUST accompany this form. All orders are governed by the GES Global Experience Specialists Payment Policy and Limits of Liability & Responsibility as specified in this Exhibitor Kit. Cancellation fees: Items cancelled after move-in begins will be charged at 100%			  		
			0687-C	0689	1008
			Montant / Amount		\$
			104060264 - TPS 5% GST		\$
			1002260545 - TVQ 9.975% QST		\$
			TOTAL		\$
			COMPAGNIE / COMPANY		STAND #

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

Date butoir pour prix escompté - Deadline date for discount price

25 mai.

26 mai-10 juin

May 25

May 26-June

LISTE DE PRIX / PRICE LIST

Qté/Qty	Code	Description	Prix réduits Discounted prices	Prix réguliers Regular prices	Total
Les prix incluent la location, la livraison, l'installation et le démontage / Prices include rental, delivery, installation and dismantle					
Tentures / Drapes					
	0590	tentures 8' haut (pi.lin.) incluant métal / Drapes 8' high (lin.ft) metal included	8,49	12,31 \$	
	0591	tentures 3' haut (pi.lin.) incluant métal / Drapes 3' high (lin.ft) Metal included	6,37	9,24 \$	
Tentures de couleur: noir ☐ -bleu ☐ -or ☐ -rouge ☐ -blanc ☐					
Drapes color: black ☐ -blue ☐ -gold ☐ -red ☐ -white ☐					
Poteaux, Bases / Posts and Bases					
	0588-E	Poteaux et Bases de 3 pieds / Posts and Bases 3 ft.	38,00	55,00 \$	
	0588-F	Poteaux et Bases de 8 pieds / Posts and Bases 8 ft.	38,00	55,00 \$	
	0588-G	Poteaux et Bases de 10 pieds / Posts and Bases 10 ft.	38,00	55,00 \$	
Tringles / Sliders					
	0588-04	Tringles de 4 pieds / Sliders 4 ft.	30,00	44,00 \$	
	0588-06	Tringles de 6 pieds / Sliders 6 ft.	33,00	48,00 \$	
	0588-08	Tringles de 8 pieds / Sliders 8 ft.	37,00	54,00 \$	
	0588-10	Tringles de 10 pieds / Sliders 10 ft.	39,00	57,00 \$	
You must OBLIGATOIREMENT join the authorization of credit card form to this form. Toutes les commandes sont soumises aux politiques de paiement et aux limites de responsabilités de GES Spécialiste mondial de l'événement stipulées dans ce catalogue de l'exposant. Frais d'annulation: Après le début du montage du salon, toute annulation sera facturée à 100% du coût original. The payment & credit card authorization form MUST accompany this form. All orders are governed by the GES Global Experience Specialists Payment Policy and Limits of Liability & Responsibility as specified in this Exhibitor Kit. Cancellation fees: Items cancelled after move-in begins will be charged at 100% of the original price.			Montant / Amount		\$
			104060264 - TPS 5% GST		\$
			1002260545 - TVQ 9.975% QST		\$
			TOTAL		\$
			Nom et Adresse / Name and address:		STAND #

Vous devez OBLIGATOIREMENT joindre le formulaire d'autorisation de carte de crédit à ce formulaire.

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Fauteuil en cuir noir
Black leather tub chair
11A



CHB-WLT
Fauteuil en cuir blanc
White leather tub chair



Sofa « retro » en cuir noir
Retro black leather sofa
5000-E



Causeuse « retro » en cuir noir
Retro black leather loveseat
5001

Causeuse en tissu couleur charbon
Charcoal fabric loveseat
2B



2A
Fauteuil en tissu couleur charbon
Charcoal fabric chair



5002
Fauteuil « retro » en cuir noir
Retro black leather chair

CHB-PORI
Chaise Pori
Pori Chair



CHB-GHO
Chaise fantôme
Ghost chair



CHB-BOU
Chaise Bounce
Bounce chair



Chaise en cuir blanc Barcelona
White Barcelona chair
BAR-CW



Pouffe en cuir blanc Barcelona
White Barcelona ottoman
BAR-OW



BAR-CR
Chaise en cuir rouge Barcelona
Red Barcelona chair



7G
Chaise dossier bas - cuir noir / exécutive
Low back executive swivel chair



7L
Chaise dossier haut - cuir noir / exécutive
High back executive swivel chair

Table à café en verre fumé noir
Black wood smoked glass top coffee table
CE-BTT



Table de coin en verre fumé noir
Black wood smoked glass end table
CE-BTE



Table de coin en verre fumé noir, base en métal chromé
Chrome metal smoked glass top end table
CE-BCE



Table à café en verre fumé noir, base en métal chromé
Chrome metal smoked glass top coffee table
CE-BCT



CE-ACG
Table de coin en verre, base en métal chromé,
hauteur ajustable
Adjustable height round table, glass/chrome

Table ronde bistro 30"
30" round bar table
5A



Table de conférence 42"
42" round meeting table
3A



Tabouret en cuir noir
Black banana stool
5B



Tabouret de bar Tintori
Tintori bar stool
CHB-TIN



Tabouret noir dossier haut
Black fanback stool
5D



CE-GBW
Table à café en verre, base en bois
Coffee table, glass/black wood base

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May 26-June

CET INVENTAIRE N'EST PAS GARANTI POUR LES COMMANDES PLACÉES APRÈS LA DATE BUTOIR - PRIX POUR 1 À 7 JOURS DE LOCATION
INVENTORY MAY NOT BE AVAILABLE FOR ORDERS PLACED AFTER THE DEADLINE DATE - PRICES FOR 1 TO 7 DAYS OF RENTAL

LISTE DE PRIX / PRICE LIST

Qté Qty	Code	Description	\$ Escompté Discount \$	\$ Régulier Regular \$	Total
	11A/CHB WLT (SF-10)	Fauteuil en cuir noir ☐ ou blanc ☐ / Black ☐ or white ☐ leather tub chair	147,00	213,00	
	2B (SF-20)	Causeuse en tissu couleur charbon / Charcoal fabric loveseat	219,00	318,00	
	2A (SF-11)	Fauteuil en tissu couleur charbon / Charcoal fabric chair	147,00	213,00	
	7L (SF-50)	Chaise exécutive, dossier haut en cuir noir / High back, black leather executive swivel chair	112,00	162,00	
	7G (SF-51)	Chaise exécutive, dossier bas en cuir noir / Low back, black leather executive swivel chair	95,00	138,00	
	5000-E (SF-30)	Sofa "retro" en cuir noir / Retro black leather sofa	458,00	664,00	
	5001 (SF-21)	Causeuse "retro" en cuir noir / Retro black leather loveseat	325,00	471,00	
	5002 (SF-12)	Fauteuil "retro" en cuir noir / Retro black leather chair	229,00	332,00	
	BAR-CR-CW-CB (SF-52)	Chaise en cuir rouge ☐ blanc ☐ noir ☐ Barcelona Red ☐ white ☐ black ☐ leather Barcelona chair	362,00	525,00	
	BAR-OW (SF-40)	Pouffe en cuir blanc Barcelona / White leather Barcelona ottoman	190,00	276,00	
	CE-BTT (SF-60)	Table à café en verre fumé noir, base en bois noir / Black wood base, smoked glass top coffee table	125,00	181,00	
	CE-BTE (SF-61)	Table de coin en verre fumé noir, base en bois noir / Black wood base, smoked glass top end table	95,00	138,00	
	CE-BCT (SF-62)	Table à café en verre fumé noir, base en métal chromé / Chrome metal base, smoked glass top coffee table	125,00	181,00	
	CE-BCE (SF-63)	Table de coin en verre fumé noir, base en métal chromé / Chrome metal base, smoked glass top end table	102,00	148,00	
	5B (SF-80)	Tabouret en cuir noir / Black banana stool	106,00	154,00	
	5D (SF-81)	Tabouret noir dossier haut / Black leather fanback stool	106,00	154,00	
	CHB-TIN (SF-82)	Tabouret de bar Tintori / Tintori bar stool bleu/blue ☐ gris/grey ☐ vert/green ☐	129,00	187,00	
	CE-ACG (SF-64)	Table de coin rond en verre, base en métal chromé (hauteur ajustable) / Chrome metal base, glass top, round end table (adjustable height)	112,00	162,00	
	5A (SF-65)	Table ronde bistro 30"d / 30"d round bar table	149,00	216,00	
	3A (SF-66)	Table de conférence 42"d / 42"d round meeting table	149,00	216,00	
	CE-GBW (SF-67)	Table à café en verre, base en bois / Coffee table, glass top, black wood base	227,00	329,00	
	CHB-BOU (SF-53)	Chaise Bounce/ Bounce chair	172,00	249,00	
	CHB-GHO (SF-54)	Chaise Fantome / Ghost chair	71,00	103,00	
	CHB-PORI (SF-55)	Chaise Pori / Pori arm chair rouge/red ☐ vert/green ☐ bleu/blue ☐	172,00	249,00	

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Montant / Amount

104060264 - TPS 5% GST

1002260545 - TVQ 9.975% QST

TOTAL
COMPAGNIE / COMPANY
**# STAND
BOOTH #**

Faites parvenir votre commande par / Please send your order by :

Télécopieur / Fax: 514-392-1577 - Courriel / E-mail: clarkson@ges.com

ICSC Quebec Conference 2018
June 11-13 juin 2018
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May 25
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Forfait spécial / GEM Show Special



Inclut / Includes:

- Affiche d'identification (Lettrage noir) / Header sign (Black text)
- Rail de 3 projecteurs / 3 spot tracklight
- Corbeille à papier / Waste Paper Basket

Choix d'ameublement / Furniture Package Choice

- ☐ 1 Table 6'Long x 24"Large x 30"(H) (#0553) et 2 chaises (#0503) /
1 Skirted table 6'Lx24W"x30"H (#0553) and 2 side chairs (#0503)

OU/OR

- ☐ 1 Comptoir blanc (#0651-06) et 1 tabouret (#0512) /
1 White Counter (#0651-06) and 1 bar stool (#0512)



Inclut / Includes:

- Affiche d'identification (Lettrage noir) / Header sign (Black text)
- Rail de 3 projecteurs / 3 spot tracklight
- Corbeille à papier / Waste Paper Basket

Choix d'ameublement / Furniture Package Choice

- ☐ 2 Tables 6'Long x 24"Large x 30"(H) (#0553) et 4 chaises (#0503) /
2 Skirted tables 6'Lx24W"x30"H (#0553) and 4 side chairs (#0503)

OU/OR

- ☐ 2 Comptoirs blanc (#0651-06) et 2 tabourets (#0512) /
2 White Counters (#0651-06) and 2 bar stools (#0512)

Affiches d'identification / Header Sign (Logo = 75,00\$)



Texte complet / Complete Copy



Gauche / Left:

Droite / Right:

Choix de couleur de panneaux velcro Velcro Panel Colour Choice

- ☐ Noir / Black ☐ Bleu / Blue

Choix de couleur de panneaux fibrex / Fibrex Panel Colour Choice

- ☐ Noir / Black ☐ Blanc / White ☐ Gris / Grey
☐ Cognac / Cognac ☐ Espresso / Espresso

\$ Escompté / Discount \$	\$ Régulier / Regular \$	\$ Escompté / Discount \$	\$ Régulier / Regular \$
891,00 \$	1 292,00 \$	1 886,00 \$	2 735,00 \$

Ce forfait n'inclut pas de tapis. Vérifiez si la salle est recouverte de tapis et vous référer au bon de commande de tapis pour en faire la location au besoin.

This package does not include carpet. Please verify if your room is carpeted and refer to the carpet order form if you need to place an order.

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Montant / Amount	\$
Logo (75,00\$)	\$
104060264 - TPS 5% GST	\$
1002260545 - TVQ 9.975% QST	\$
TOTAL	\$
COMPAGNIE / COMPANY	STAND - BOOTH



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- Powerful visual impact
- Infinite design possibilities
- Priority set-up
- Professional on-site service throughout the event



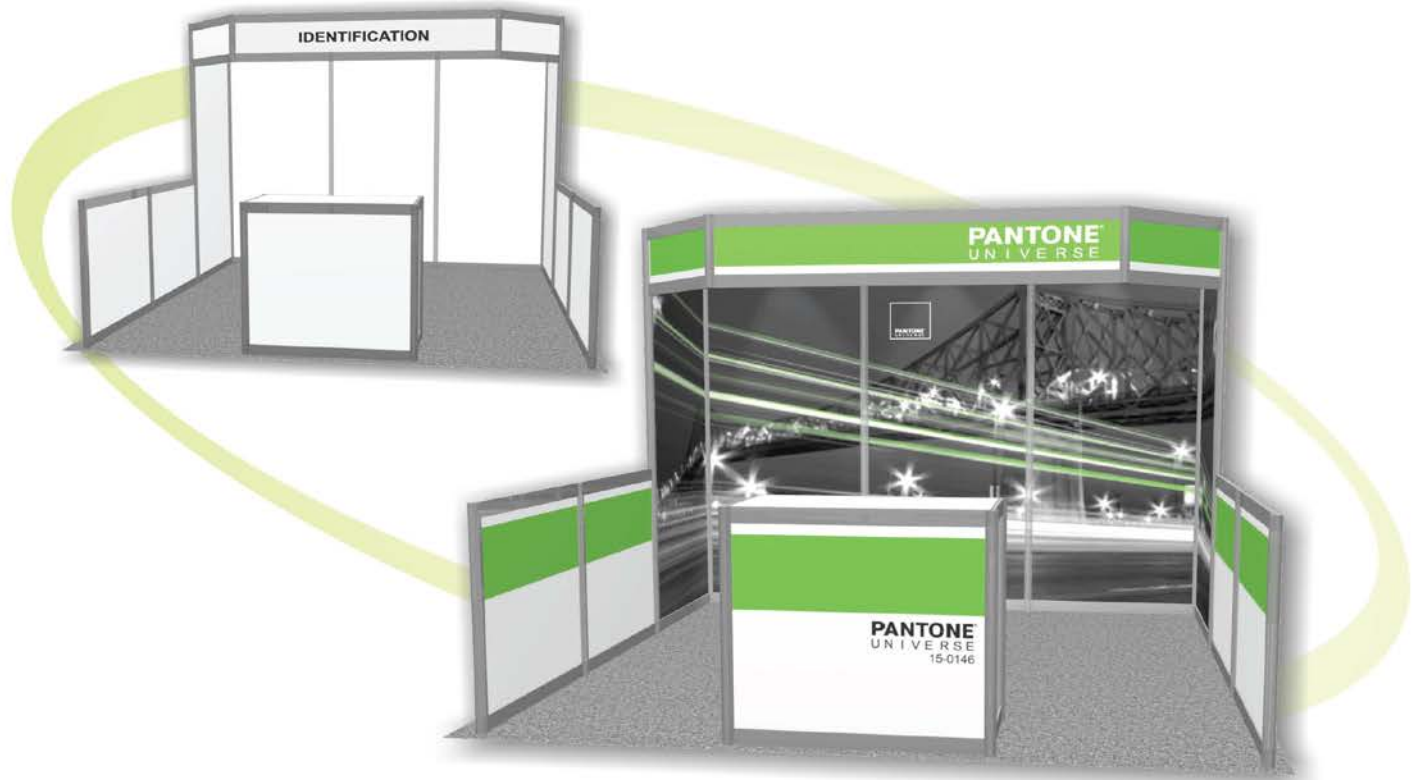
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- Backlit signs
- Banners & hanging signs
- Floor/carpet decals
- Easel & freestanding signs
- Posters
- Custom cut signs & decals
- Backwall murals
- Branding graphics



MB-21



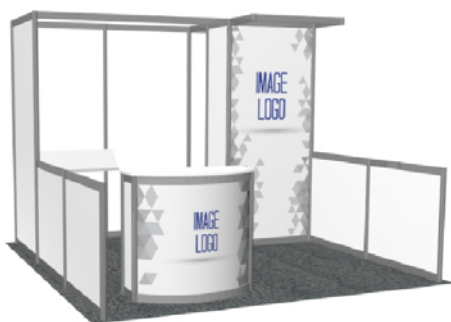
* IMAGE/LOGO: OPTION

MB-22



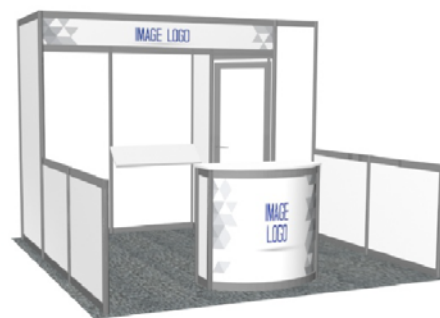
* IMAGE/LOGO: OPTION

MB-23



* IMAGE/LOGO: OPTION

MB-24



* IMAGE/LOGO: OPTION

Communiquez avec nous pour personnaliser le stand à votre image!

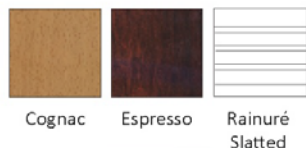
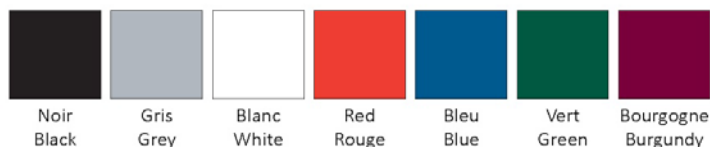
Demandez votre soumission maintenant

Contact us to customize Exhibit Rentals to your brand!

Ask for a quote

Choix de couleur de panneaux

Choice of panels color



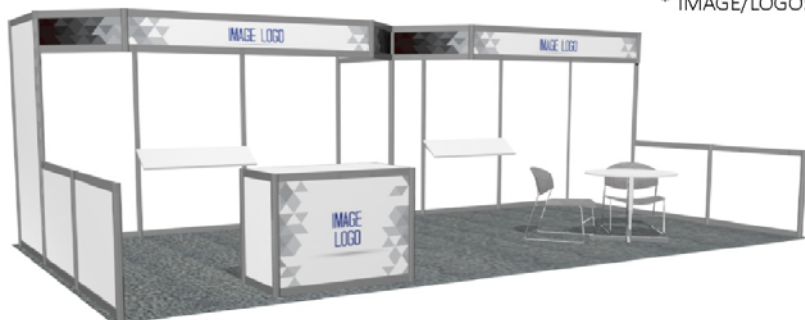
Choix de couleur de tapis

Choice of carpet color



MB-25

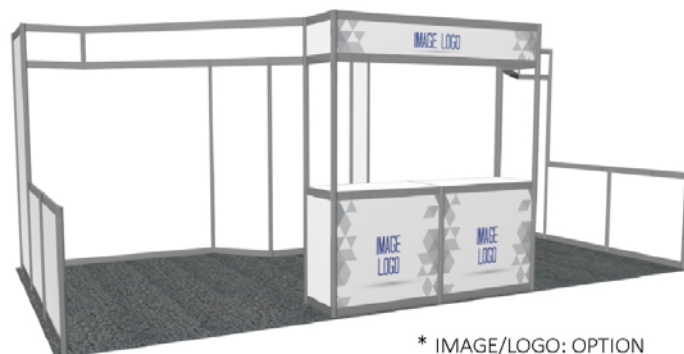
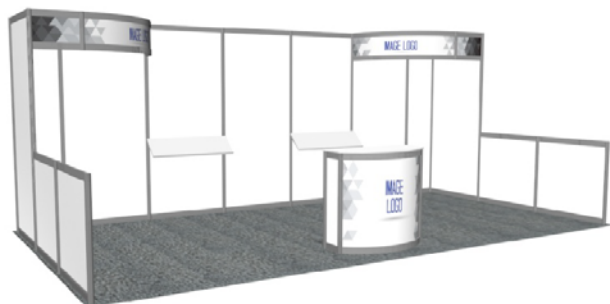
* IMAGE/LOGO: OPTION



MB-27

* IMAGE/LOGO: OPTION

MB-26



* IMAGE/LOGO: OPTION

Communiquez avec nous pour personnaliser le stand à votre image!

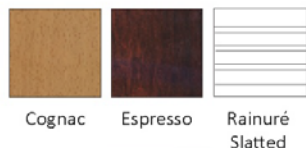
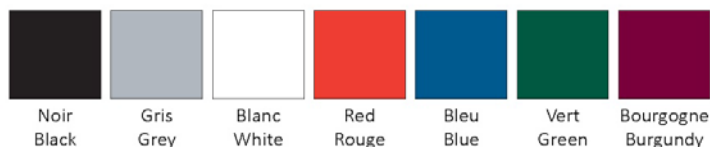
Demandez votre soumission maintenant

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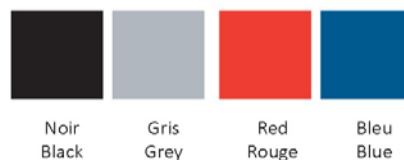
Choix de couleur de panneaux

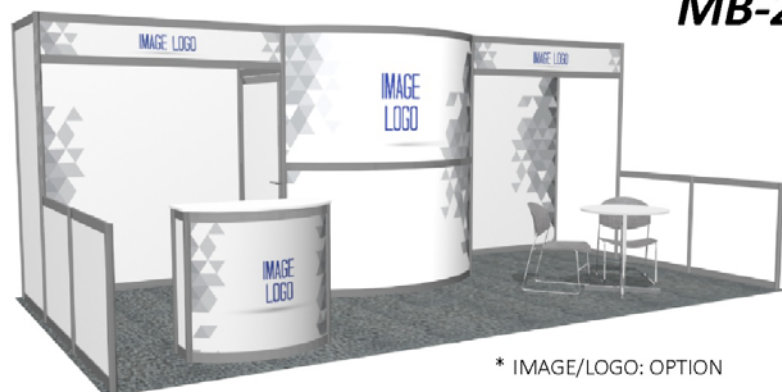
Choice of panels color



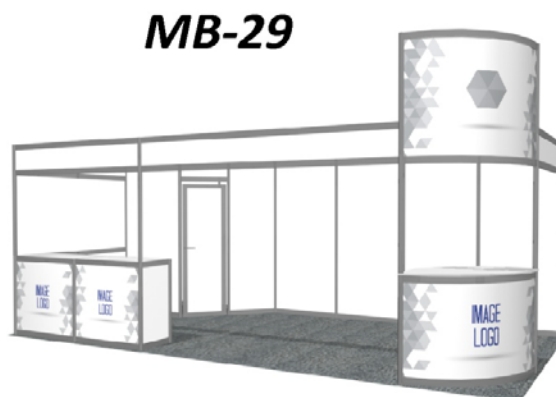
Choix de couleur de tapis

Choice of carpet color





MB-28



MB-29

Communiquez avec nous pour personnaliser le stand à votre image!

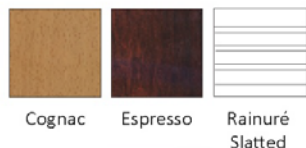
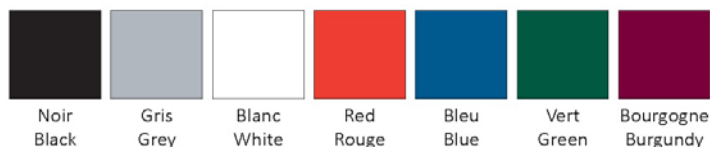
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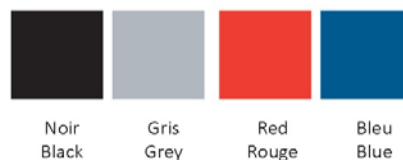
Choix de couleur de panneaux

Choice of panels color



Choix de couleur de tapis

Choice of carpet color



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LISTE DE PRIX / PRICE LIST

Qté/Qty	Code	Description	\$ Escompté Discount \$	\$ Régulier Regular \$	Total
	MB-21	10' x 10' - 1 comptoir, 2 tabourets, tapis, 1 tablette, 1 corbeille à papier et 1 rail de 3 projecteurs / 10' x 10' - 1 counter, 2 bar stools, carpet, 1 shelf, 1 waste basket and 1 3 spot tracklight	1359,00	1971,00	
	MB-22	10' x 10' - 1 table ronde, 2 chaises, tapis, 1 tablette, 1 corbeille à papier / 10' x 10' - 1 round table, 2 chairs, carpet, 1 shelf, 1 waste basket	1476,00	2140,00	
	MB-23	10' x 10' - 1 comptoir courbé, 1 tabouret, tapis, 1 tablette, 1 corbeille à papier, 1 rail de 3 projecteurs / 10' x 10' - 1 curved counter, 1 bar stool, carpet, 1 shelf, 1 waste basket, 1 3 spot tracklight	1625,00	2356,00	
	MB-24	10' x 10' - 1 comptoir courbé, 2 tabourets, tapis, 1 tablette, 1 corbeille à papier, 1 rail de 3 projecteurs / 10' x 10' - 1 curved counter, 2 bar stools, carpet, 1 shelf, 1 waste basket, 1 3 spot tracklight	1773,00	2571,00	
	MB-25	10' x 20' - 1 comptoir, 2 tabourets, 1 table ronde, 2 chaises, tapis, 2 tablettes, 1 corbeille à papier et 2 rail de 3 projecteurs / 10' x 20' - 1 counter, 2 bar stools, 1 round table, 2 chairs, carpet, 2 shelves, 1 waste basket and 2 x 3 spot tracklight	2209,00	3203,00	
	MB-26	10' x 20' - 1 comptoir courbé, 2 tabourets, tapis, 2 tablettes, 1 corbeille à papier et 2 projecteurs ajustables / 10' x 20' - 1 curved counter, 2 bar stools, carpet, 2 shelves, 1 waste basket and 2 adjustable spots	2232,00	3236,00	
	MB-27	10' x 20' - 2 comptoirs, 2 tabourets, tapis, 2 tablettes, 1 corbeille à papier et 2 rail de 3 projecteurs / 10' x 20' - 2 counters, 2 bar stools, carpet, 2 shelves, 1 waste basket and 2 x 3 spot tracklight	2504,00	3631,00	
	MB-28	10' x 20' - 1 comptoir courbé, 2 tabourets, 1 table ronde, 2 chaises, tapis, 2 tablettes, 1 corbeille à papier, 2 rail de 3 projecteurs / 10' x 20' - 1 curved counter, 2 bar stools, carpet, 1 round table, 2 chairs, 2 shelves, 1 waste basket, 2 x 3 spot tracklight	2965,00	4299,00	
	MB-29	10' x 20' - 2 comptoirs, 1 comptoir courbé, 2 tabourets, tapis, 2 tablettes, 1 corbeille à papier, 2 rail de 3 projecteurs / 10' x 20' - 2 counters, 1 curved counter, 2 bar stools, carpet, 2 shelves, 1 waste basket, 2 x 3 spot tracklight	3276,00	4750,00	

NOTES
Affiches d'identification / Header Signs
Couleur de tapis

- ☐ Gris/Grey ☐ Rouge/Red
☐ Noir/Black ☐ Bleu/Blue

Couleur de texte - Enseigne

- ☐ Noir / Black ☐ Rouge / Red
☐ Bleu / Blue ☐ Vert / Green

Choix de couleur de panneaux fibrex / Fibrex Panel Colour Choice

- ☐ Noir / Black ☐ Blanc / White ☐ Cognac/ Cognac ☐ Espresso

Choix de couleur de panneaux velcro / Velcro Panel Colour Choice

- ☐ Noir / Black ☐ Bleu / Blue ☐ Bourgogne / Burgundy ☐ Gris / Grey

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The payment & credit card authorization form MUST accompany this form.

All orders are governed by the GES Global Experience Specialists Payment Policy and Limits of Liability & Responsibility as specified in this Exhibitor Kit.

Cancellation fees: Items cancelled after move-in begins will be charged at 100% of the original price.

Montant / Amount

\$

104060264 - TPS 5% GST

\$

1002260545 - TVQ 9.975% QST

\$

TOTAL
COMPAGNIE / COMPANY
STAND / BOOTH

ICSC Quebec Conference 2018

June 11-13 juin 2018

Palais des congrès de Montréal

Date butoir pour prix escompté - Deadline date for discount price

Dates pour Prix régulier - Dates for Regular price

25 mai.

26 mai-10 juin

May 25

May 26-June 10

LISTE DE PRIX / PRICE LIST

Qté/Qty	Code	Description	\$ Escompté Discount \$	\$ Régulier Regular \$	Total
	0110	Plantes tropicales vertes / <i>Green tropical plantes</i> (3' - 5' haut/tall)	88,00	128,00	
	0110-A	Plantes tropicales vertes / <i>Green tropical plantes</i> (6' - 8' haut/tall)	106,00	154,00	
	0113	Fougère / <i>Boston Fern</i>	84,00	122,00	
	0111	Chrysanthème / <i>Chrysanthemums</i>	48,00	70,00	
	0112	Azalées / <i>Azaleas</i>	84,00	122,00	


0110

0114-A

0113

0111

0112

0115

 Arrangement de fleurs fraîchement coupées
Fresh cut flower arrangement

 Selon votre budget/
Based on your budget

 Idéal pour comptoirs et tables!
Ideal for counters and tables!

 Pour tous les concepts!
For all designs!

Préparation sur demande, en fonction de vos besoins, des couleurs de votre compagnie et de votre budget!

Communiquez avec nous!

Custom-designed as per your needs, brand colors and budget!

Contact us!

 clarkson@ges.com
514 861-9694

Vous devez OBLIGATOIREMENT joindre le formulaire d'autorisation de carte de crédit à ce formulaire. Toutes les commandes sont soumises aux politiques de paiement et aux limites de responsabilités de GES Spécialiste mondial de l'événement stipulées dans ce catalogue de l'exposant.

Frais d'annulation: Après le début du montage du salon, toute annulation sera facturée à 100% du coût original.

The payment & credit card authorization form MUST accompany this form.

All orders are governed by the GES Global Experience Specialists Payment Policy and Limits of Liability & Responsibility as specified in this Exhibitor Kit.

Cancellation fees: Items cancelled after move-in begins will be charged at 100% of the original price.

Montant / Amount	\$
104060264 - TPS 5% GST	\$
1002260545 - TVQ 9.975% QST	\$
TOTAL	\$
COMPAGNIE / COMPANY	# STAND BOOTH #

Terms & Conditions of Contract and Limits of Liability & Responsibility

I. Definitions:

Agents: GES Global Experience Specialists' agents, sub-contractors, carriers, and the agents of each.

Customer: Exhibitor or other party requesting services from GES Global Experience Specialists.

Carrier: Motor carrier, van line, air carrier, or air or surface carrier/ freight forwarder.

Shipper: Party who tenders Goods to Carrier for transportation.

Goods: Exhibits, property, and commodities of any type for which GES Global Experience Specialists is requested to perform services.

Cold Storage: Holding of Goods in a climate controlled area.

Accessible Storage: Holding of Goods in an area from which Goods may be removed during shows.

Services: Warehousing, transportation, drayage, un-supervised labour, supervised labour and/or related services.

Show Site: The venue or place where an exposition or event takes place.

Supervised Labour: Labour that is provided to a Customer to install or dismantle a booth or exhibit space, and is supervised and/or directed by GES Global Experience Specialists.

Un-Supervised Labour: Labour that is provided to a Customer to install or dismantle a booth or exhibit space and per Customer's election is not supervised and/or directed by GES Global Experience Specialists. Customer assumes the responsibility for the work of labour when Customer elects to use unsupervised labour.

II. Scope:

These Terms and Conditions shall be binding upon Customer, GES Global Experience Specialists, and their respective Agents and representatives, including but not limited to Customer contracted labour such as Customer Appointed Contractors and Installation and Dismantle Companies, and any other party with an interest in the Goods. Each shall have the benefit of and be bound by all provisions stated herein, including but not limited to time limits and limitations of liability.

By acceptance of services of GES Global Experience Specialists or Agents, Customer and any other party with an interest in the Goods agree to these Terms and Conditions.

III. Customer Obligations:

Payment for Services: Customer shall be liable for all unpaid charges for services performed by GES Global Experience Specialists or Agents. Customer authorizes GES Global Experience Specialists to charge it's credit card directly for services rendered on it's behalf after departure, by placing an order on-line, via fax, phone, or through a work order on site.

Credit Terms: All charges are due before Services are performed unless other arrangements have been made in advance. GES Global Experience Specialists has the right to require prepayment or guarantee of the charges at the time of request for Services. A failure to pay timely will result in Customer having to pay in cash in advance for future services. If a credit card is provided to GES Global Experience Specialists, GES Global Experience Specialists is authorized to bill to such credit card any unpaid charges for services provided Customer, including charges for return shipping. Any charges not paid within 30 days of delivery will be subject to interest at 1.5% per month until paid.

IV. Mutual Obligations:

Indemnification:

Customer to GES Global Experience Specialists: Except to the extent of GES Global Experience Specialists' own negligence and/or willful misconduct, Customer shall defend, hold harmless and indemnify GES Global Experience Specialists from and against any claims, lawsuits, demands, liability, costs, and expenses, including reasonable attorney's fees and court costs, resulting from any injury to or death of persons, or damage to property, relating to or arising from performance under this Agreement.

Customer agrees to indemnify and hold GES Global Experience Specialists harmless for any and all acts of its representatives and agents,

including but not limited to Customer Appointed Contractors and Installation and Dismantle Companies, any subtenant or other user of its' space or any agents or employees engaged in business on its' behalf of Customer or present at Customers' invitation.

GES Global Experience Specialists to Customer: To the extent of GES Global Experience Specialist's own negligence and/or willful misconduct, and subject to the limitations of liability below, GES Global Experience Specialists shall defend, hold harmless and indemnify Customer from and against any claims, lawsuits, demands, liability, costs and expenses, including reasonable attorney's fees and court costs, resulting from any injury to or death of persons, or damage to property other than Goods. GES Global Experience Specialists assumes no liability for bodily injury resulting from Customer's presence in areas which have been marked as "off limits to exhibitors" and during hours and days when exhibitors are present in the facility, prior to the start of and after the conclusion of their space lease with show management.

V. No liability for consequential damages. UNDER NO CIRCUMSTANCES WILL ANY PARTY BE LIABLE FOR SPECIAL, INCIDENTAL, CONSEQUENTIAL OR PUNITIVE DAMAGES, INCLUDING BUT NOT LIMITED TO LOSS OF PROFITS OR INCOME.

VI. GES Global Experience Specialists Liability for Loss or Damage to Goods

Negligence standard: GES Global Experience Specialists shall be liable, subject to the limitations contained herein, for loss or damage to Goods only if such loss or damage is caused by the direct negligence or willful misconduct of GES Global Experience Specialists.

Condition of Goods: GES Global Experience Specialists shall not be liable for damage, loss, or delay to uncrated freight, freight improperly packed, glass breakage or concealed damage. GES Global Experience Specialists shall not be liable for ordinary wear and tear in handling of Goods or for damage to shrink wrapped Goods. All Goods should be able to withstand handling by heavy equipment, including but not limited to forklifts, cranes, or dollies. It is the Customers' responsibility to ensure that Goods are packaged correctly prior to shipment or movement on or off the Show floor.

Receipt of Goods: GES Global Experience Specialists shall not be liable for Goods received without receipts, freight bills, or specified unit counts on receipts or freight bills. Such Goods shall be delivered to booth without the guarantee of piece count or condition.

Force Majeure: GES Global Experience Specialists shall not be liable for loss or damage that results from Acts of God, weather conditions, act or default of Customer, shipper, or the owner of the Goods, inherent nature of the Goods, public enemy, public authority, labour disputes, and acts of terrorism or war.

Cold Storage: Goods requiring cold storage are stored at Customer's own risk. GES Global Experience Specialists assumes no liability or responsibility for Cold Storage.

Accessible Storage: GES Global Experience Specialists assumes no liability for loss or damage to Goods while in Accessible Storage. Storage charges are for the use of space and are not a form of insurance, or a guarantee of security.

Unattended Goods: GES Global Experience Specialists assumes no liability for loss or damage to unattended Goods received at Show Site at any time from the point of receipt of inbound Goods until the loading of the outbound Goods, including the entire term of the respective show or exhibition. Customer is responsible for insuring it's own Goods for any and all risk of loss.

Labour: GES Global Experience Specialists assumes no liability for loss, damage, or bodily injury arising out of Customer's supervision of GES Global Experience Specialists provided labour. If GES Global Experience Specialists supervises labour for a fee, GES Global Experience Specialists shall be liable only for actions or claims arising out of its' negligent supervision. If Customer elects to use unsupervised labour, then Customer assumes all liability for the actions or claims that arise out of such work, and shall provide GES Global Experience Specialists and show management with an indemnity, including defense costs, for any claims that result from Customers' supervision or failure to supervise assigned labour.

Empty Storage: GES Global Experience Specialists assumes no liability for loss or damage to Goods or crates, or the contents therein, while containers are in storage. It is the Customer's sole responsibility to affix the appropriate labels available at the GES Global Experience Specialists Servicentre for empty container storage. Damage that is the direct result of GES Global Experience Specialists' negligence shall be subject to the limitations of liability set forth in this document.

Forced Freight: GES Global Experience Specialists shall not be liable for Goods not picked up by Customer's chosen carrier by the show deadline. It is the Customer's responsibility to complete accurate paperwork for shipping and ensure its' Goods are appropriately labeled. Customer acknowledges that it is a lessee of space, and as such has an obligation to remove its' Goods on or before the targeted time. If Goods remain on the floor after this point, GES Global Experience Specialists has the right to remove them in order to restore the premises to its original condition for show management pursuant to the venue's lease with show management. In such cases GES Global Experience Specialists is authorized to proceed in the manner chosen by the Customer on the Order for Material Handling Services/ Straight Bill of Lading. Failure to select one of the provided options will result in re-routing at GES Global Experience Specialists' discretion, and at Customer's expense assuming the Goods are labeled for return. GES Global Experience Specialists retains the right to dispose of Goods left on the show floor without liability if left unattended, left without labels or not correctly labeled.

Concealed Damage: GES Global Experience Specialists shall not be liable for concealed loss or damage, uncrated Goods, or improperly package or labeled Goods.

Unattended Booth: GES Global Experience Specialists shall not be liable for any loss or damage occurring while Goods are unattended in Customer's booth at any time, including, but not limited to, the time the Goods are delivered to the dock until the time the Goods are received by Customer's chosen carrier. All Material Handling Forms and/or Straight Bills of Lading covering outgoing Goods submitted to GES Global Experience Specialists will be checked at the time of pickup from the booth and corrections to the count or condition will be documented where discrepancies exist.

Measure of Damage: GES Global Experience Specialists' liability shall be limited to the lesser of 1) the depreciated value of Goods, 2) repair cost, or 3) the limitation of liability. The limitation of liability shall be \$0.30 (thirty cents) per pound per piece, \$50 (fifty dollars) per article or \$1000.00 (one thousand dollars) per shipment.

No Insurance: GES Global Experience Specialists is not an insurance company and does not offer or provide insurance. It is the obligation of Customer to ensure Goods are insured at all times. Loss or theft of the Goods in storage or in transit to and from the show and or while on the show floor is the sole responsibility of Customer, unless it is shown that GES Global Experience Specialists performed in a manner that constitutes gross negligence in the performance of its services for Customer.

Notice of loss or damage: In order to have a valid claim, notice of loss or damage to Goods must be given to GES Global Experience Specialists within 24 hours of occurrence or delivery of Goods, whichever is later.

Filing of Claim: Any claim for loss or damage to Goods must be in writing, containing facts sufficient to identify the Goods, asserting liability for alleged loss or damage, and making claim for the payment of a specified or determinable amount of money. Such claim must be filed with the appropriate party within the time limits specified below.

Damage Reports, incident reports, inspection reports, notations of shortage or damage on freight bills or other documents, do not constitute filing of a claim.

Claim for goods alleged to be lost, stolen or damaged at the Show Site must be received in writing by GES Global Experience Specialists within sixty (60) days after the close of the show.

Claims for Goods alleged to be lost or damaged during transit must be received by the responsible party within nine (9) months of the date of delivery of Goods. GES Global Experience Specialists Logistics subcontracts the movement of Goods to third party carriers. Claims for damage in transit should be made directly with the Customer's carrier as shown on the Material Handling form / Straight Bill of Lading. In the event of a dispute with GES Global Experience Specialists, Customer will not withhold payment or any amount due GES Global Experience Specialist for Services as an offset against the amount of the alleged loss or damage. Customer agrees to pay GES Global Experience Specialists prior to the close of the show for all such charges and further agrees that any claim Customer may have against GES Global Experience Specialists shall be pursued independently by Customer as a separate action to be resolved on its own merits. GES Global Experience Specialists reserves the right to pursue collection on amounts owed after show close, without regard to any amount alleged to be owed for damage, or loss.

Filing of Suit: Any action at law regarding loss or damage to Goods must be filed within one (1) year of the date of declination of any part of a claim.

VII. Jurisdiction, Choice of Forum.

This Agreement shall be governed by and construed in accordance with the applicable laws of Canada or, alternatively, and depending on jurisdiction, the laws of the Province of Quebec.

VIII. Advance Warehousing / Temporary Storage / Long Term Storage.

All terms and conditions relative to Advanced Warehousing / Temporary Storage / Long Term Storage are contained in the separate agreement entitled "Storage Agreement". In the event that a Storage Agreement is not executed between the parties, the following shall apply with respect to GES Global Experience Specialists' liability for Customer's Goods:

The responsibility of GES Global Experience Specialists with respect to Exhibit Material is limited to the exercise of ordinary care and diligence in handling and storing of Customer's Goods. GES Global Experience Specialists shall be liable only for loss or damage to Goods caused by GES Global Experience Specialists' sole negligence. GES Global Experience Specialists' liability is limited to sixty (\$0.60) cents per pound or the actual cash value per article. In the case of partial loss or damage, the maximum liability shall be prorated based on weight. GES Global Experience Specialists is not responsible for any loss or damage to Goods caused by, but not limited to fire, theft, the elements, vandalism, moisture, vermin, mechanical breakdown or failure, freezing or changes in temperature, as well as any other causes beyond GES Global Experience Specialists' immediate control. GES Global Experience Specialists is not responsible for the marring, scratching, or breakage of glass or other fragile items. GES Global Experience Specialists is not liable for the mechanical functions of instruments or appliances even if such articles are packed or unpacked by GES Global Experience Specialists. In no event shall GES Global Experience Specialists be liable for special, incidental, indirect, or consequential damages, including business loss of any kind, resulting from any damage to or loss of Goods or from any act or failure to act. Customer pays storage fees, if any or costs for advance warehousing for use of the space only. There is no guarantee of security or representations made by GES Global Experience Specialists as to appropriateness of the conditions for Exhibitors' Material. This risk of loss remains the Customer's alone and GES Global Experience Specialists recommends the Customer carry and maintain insurance in amounts sufficient to cover its risk.

SPECIAL NOTE: THE CONSIGNMENT OR DELIVERY OF A SHIPMENT TO GES CANADA OR ITS SUBCONTRACTORS BY A CUSTOMER OR BY ANY SHIPPER ON BEHALF OF THE CUSTOMER SHALL BE CONSTRUED AS AN ACCEPTANCE BY SUCH EXHIBITOR (AND/OR OTHER SHIPPER) OF THE TERMS AND CONDITIONS SET FORTH IN THIS AGREEMENT.

La sécurité est très importante pour toutes les personnes qui travaillent dans la salle d'exposition – surtout la vôtre !

GES Spécialiste mondial de l'événement s'engage à la sécurité dans notre compagnie et à travers les fonctions que nous effectuons. Nous vous demandons de prioriser la sécurité lors de vos activités pendant l'événement. Si vous êtes témoin d'une action qui représente un danger, veuillez s.v.p. la rapporter à un superviseur de GES Spécialiste mondial de l'événement. En témoignant des actions non-sécuritaires, vous aiderez à rendre l'événement plus sécuritaire et agréable pour vous et vos confrères exposants.

Veuillez vous référer et respecter la liste des conseils de prévention de pertes que vous trouverez ci-dessous. Ces directives aideront à améliorer la sécurité de l'événement en général et de prévenir des blessures aux exposants, aux employés et à vous. Amusez-vous et faites-le en toute sécurité ! Merci de votre collaboration !

Guide de conseils de prévention de perte pour les exposants sur le site de l'événement.

- Il est strictement interdit de fumer dans le hall d'exposition.
- Il est INTERDIT de monter debout sur les chaises, tables ou tout autre mobilier. Veuillez utiliser une échelle ou demander de l'aide auprès du personnel de GES Spécialiste mondial de l'événement
- Seuls les employés autorisés de GES Spécialiste mondial de l'événement ont l'autorisation d'opérer les chariots élévateurs ainsi que les transpalettes. Demandez de l'aide.
- Faites attention aux chariots élévateurs qui circulent dans les allées et sur les débarcadères. Veuillez s.v.p. vous tenir loin de ces appareils, surtout lorsqu'ils transportent une charge ou une palette.
- Ne jamais courir dans le hall d'exposition. S.V.P. veuillez marcher. Attention où vous mettez les pieds dans les allées et restez loin des débarcadères.
- Les fils électriques ainsi que les extensions peuvent être dangereux s'ils sont effilochés ou étendus dans une allée. S.V.P. veuillez vérifier l'état des fils. Pour toute assistance ou pour remplacer un fil endommagé, veuillez aviser le responsable des services électriques. Ne pas surcharger les prises électriques.
- S.V.P. veuillez garder les sorties de feu dégagées. Si vous êtes témoin d'un feu, veuillez le signaler immédiatement ou actionner l'alarme de feu le plus près.
- Si vous renversez quelque chose, ou apercevez un liquide renversé, veuillez le signaler immédiatement.
- Gardez votre espace propre. Jetez les débris et disposez votre matériel de façon sécuritaire.
- Les allées doivent restées propres et sans débris.
- Assurez-vous que vos effets de grandes valeurs sont placés dans un endroit sécuritaire dans le hall d'exposition. Les articles laissés sans supervision dans les kiosques, peuvent être des cibles pour le vol.
- Si vous avez des préoccupations ou des questions par rapport à la sécurité, veuillez vous adresser à un représentant de GES Spécialiste mondial de l'événement.

Safety is very important for everyone working in the exhibit hall - especially you!

GES Global Experience Specialists is committed to safety throughout our company and in the work that we do. We request that you make safety a part of your activities during the show. If you see something unsafe or that presents a hazard, please bring it to the attention of a GES Global Experience Specialists supervisor. By reporting unsafe or hazardous conditions, you will help make the show safer and more enjoyable for yourself and your fellow exhibitors.

Below you will find a list of Loss Prevention Guidelines that we request you follow while at showsite. These Guidelines will enhance the overall safety of the show and help to prevent injuries to you, our employees, and other exhibitors. Enjoy the show safely. Thank you for your cooperation!

Exhibitor loss prevention guidelines at showsite

- Smoking is prohibited in the exhibit venue.
- Standing on chairs, tables, and other furniture is PROHIBITED. The furniture is not designed to support your standing weight. Please use a ladder or ask GES Global Experience Specialists personnel for assistance.
- Forklifts and pallet jacks are to be used by authorized GES Global Experience Specialists personnel only. Please do not operate this equipment. Ask for help.
- Be aware of the forklifts moving throughout the aisles and docks. Please stay clear of them, especially when they are carrying a crate or load.
- Never run in the exhibit hall. Please walk. Watch your step in the aisles and stay away from the loading docks.
- Electrical wires and cords can be hazardous if frayed or stretched over a walkway. Please check all cords for damage. Notify the electrical service company if you need assistance repairing or removing a damaged cord. Do not overload outlets or plugs.
- Please keep fire exits clear. Report any fires immediately or pull the nearest fire alarm.
- If you spill something, or notice a spill, clean it up or report it immediately. Please do not walk away from a spill.
- Apply good housekeeping. Dispose of any waste properly and keep materials stacked securely.
- Keep aisles free and clear of any and all debris.
- Protect your valuables while on the show floor. Please keep all expensive or valuable items secured. Unattended items in booths are easy theft targets.

customs



GES Customs Services

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

Reliable and Efficient Service

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

Value Added Service

- Save time and money by making fewer calls

Personalized Service

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

On-Site Representation

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

Simplified Ordering

For your convenience choose one of the ordering options available:

- Online: www.gesexpo.ca
- Phone: 514-861-9694
- Fax: 514-392-1577

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



Customs / Transportation Order Form

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

WE WISH TO USE GES SERVICES
FOR (PLEASE CHECK ONE)

☐ Customs Clearance
And Transportation

☐ Customs Clearance
Only

☐ Transportation
Only

SECTION 1

EXHIBITOR AND SHIPMENT INFORMATION

Exhibitor / Company Name: _____
U.S. Tax # or U.S. IRS ID #: _____
Event Name & Booth #: _____ Booth #: _____
Facility Name: _____
Shipment Date: _____ From (City): _____ Carrier Name: _____
It Consists of (# Cartons): _____ Weight: _____ ☐ lbs. ☐ kgs.
Our Rep @ Event: _____ Staying At (Hotel): _____ Tel: _____

PLEASE DO NOT SHIP BY PARCEL COURIER OR MAIL - WE WILL NOT BE RESPONSIBLE FOR TIMELY DELIVERY

SECTION 2

RETURN SHIPMENT CONSIGNMENT INFORMATION

Company Name: _____
Delivery Address: _____
City: _____ Province/State: _____ Postal / Zip: _____
Name: _____ Telephone: _____ Fax Number: _____
Ship Via: ☐ Common Carrier ☐ Our Company Vehicle ☐ Van Line Service ☐ Air Freight Service

SECTION 3

CREDIT CARD AUTHORIZATION (NOTE - THIS SECTION MUST BE COMPLETED)

☐ I hereby authorize use of the following credit card for payment of services relative to this order form

CREDIT CARD INFORMATION MUST BE COMPLETED

Charge To: ☐ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS
Credit Card Number: _____ Expiry: _____ / _____
Cardholder's Name: _____ Title: _____
Cardholder's Signature: _____

ORIGINAL SIGNATURE REQUIRED

SECTION 4

INVOICE / STATEMENT INFORMATION

Company Name: _____
Mailing Address: _____
City: _____ Province/State: _____ Postal / Zip: _____
Attention: _____ Telephone: _____ Fax Number: _____
Email: _____

SECTION 5

ORDER AUTHORIZED BY

This Form Was Completed By:
(Please Print Full Name) _____
Title: _____ Date: _____

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

WE WISH TO USE GES SERVICES
FOR (PLEASE CHECK ONE)

☒ Customs Clearance
And Transportation

☐ Customs Clearance
Only

☐ Transportation
Only

SECTION 1

EXHIBITOR AND SHIPMENT INFORMATION

Exhibitor / Company Name: **ABC MACHINE COMPANY**

U.S. Tax # or U.S. IRS ID #: **31-2293941**

Event Name & Booth #: **INTERNATIONAL MACHINERY SHOW
1430**

Booth #:

Facility Name: **MTCC - METRO TORONTO CONVENTION CENTRE - SOUTH BLDG**

Shipment Date: **MARCH 3, 2001** From (City): **NEW YORK** Carrier Name: **GES LOGISTICS**

It Consists of (# Cartons): **6** Weight: **1,500** ☒ lbs. ☐ kgs.

Our Rep @ Event: **BILL SMITH** Staying At (Hotel): **RYH - ROYAL YORK** Tel: **416-368-2511**

PLEASE DO NOT SHIP BY PARCEL COURIER OR MAIL - WE WILL NOT BE RESPONSIBLE FOR TIMELY DELIVERY

SECTION 2

RETURN SHIPMENT CONSIGNMENT INFORMATION

Company Name: **ABC MACHINE COMPANY**

Delivery Address: **100 - 5TH AVENUE**

City: **NEW YORK** Province/State: **NEW YORK** Postal / Zip: **10012-1010**

Name: **JOE BROWN** Telephone: **212-286-2140** Fax Number: **212-286-2100**

Ship Via: ☒ Common Carrier ☐ Our Company Vehicle ☐ Van Line Service ☐ Air Freight Service

SECTION 3

CREDIT CARD AUTHORIZATION (NOTE - THIS SECTION MUST BE COMPLETED)

☐ I hereby authorize use of the following credit card for payment of services relative to this order form

CREDIT CARD INFORMATION MUST BE COMPLETED

Charge To: ☒ VISA ☐ MASTERCARD ☐ AMERICAN EXPRESS

Credit Card Number: **123 456 789 012** Expiry: **09 / 03**

Cardholder's Name: **BILL SMITH** Title: **DIRECTOR OF SALES**

Cardholder's Signature: **BILL SMITH**

ORIGINAL SIGNATURE REQUIRED

SECTION 4

INVOICE / STATEMENT INFORMATION

Company Name: **ABC MACHINE COMPANY**

Mailing Address: **100 - 5TH AVENUE**

City: **NEW YORK** Province/State: **NY** Postal / Zip: **10012-1010**

Attention: **BILL SMITH** Telephone: **212-286-2140** Fax Number: **212-286-2100**

Email: _____

SECTION 5

ORDER AUTHORIZED BY

This Form Was Completed By: **JOE BROWN**
(Please Print Full Name)

Title: **DIRECTOR OF MARKETING**

Date: **APRIL 17, 2001**

CANADA CUSTOMS INVOICE / FACTURE DES DOUANES CANADIENNES

Page of
de

1 Vendor (Name and Address) / Vendeur (Nom et Adresse)		2 Date of Direct Shipment to Canada Date d'expédition directe vers le Canada		3 Other References (Include Purchaser's Order No.) Autres références (inclure le no de commande de l'acheteur)	
4 Consignee (Name and Address) / Destinataire (Nom et Adresse)		5 Purchaser's Name and Address (if other than Consignee) Nom et Adresse de l'acheteur (s'il diffère du destinataire)		6 Country of Transshipment / Pays de transbordement	
		7 Country of Origin of Goods Pays d'origine des marchandises		If shipment includes goods of different origins enter origins against items in 12 Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12	
VII. 1 Is this a related company transaction? Est-ce que les compagnies sont liées entre elles?		9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.)			
YES ☐ OUI NO ☐ NON					
8 Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Préciser mode et lieu d'expédition directe vers le Canada		10 Currency of Settlement / Devises du paiement			
11. No. of Pkgs. Nbre. de colis	12 Specification of Commodities (Kind of Packages) Marks and Numbers, General Description and Characteristics i.e. Grade Quality Designation des articles (Nature des colis, marques et numéros, description générale et caractéristiques. P. Ex. Classe, qualité)	13 Quantity (State Unit) Quantité (Préciser l'unité)	Relacement Value Valeur de Remplacement		
			14 Unit Price Prix Unitaire	15 Total	
XI.1 Total Number of Pieces / Nombre total de pièces					
18 ☐ If any fields of 1 to 17 are included on an attached commercial invoice, check this box / Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case		16. Total Weight / Poids total ☐ lbs. ☐ kgs.		17. Invoice Total Total de la facture	
Commercial Invoice No. / No. De la facture commerciale		Net. Weight		Gross Wt./ Brut	
19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)		20 Originator (Name and Address) Expéditeur d'origine (Nom et adresse)			
21 Departmental Ruling (if applicable) Decision ministérielle (s'il y a lieu)		Contact: Tel: Fax:			

CANADA CUSTOMS INVOICE / FACTURE DES DOUANES CANADIENNES

Page 1 of 1
de

1 Vendor (Name and Address) / Vendeur (Nom et Adresse) ABC MACHINE COMPANY 100-5TH AVENUE NEW YORK, NY 10012-1010		2 Date of Direct Shipment to Canada Date d'expédition directe vers le Canada MARCH 3, 2001		3 Other References (Include Purchaser's Order No.) Autres références (inclure le no de commande de l'acheteur) 31-2293941 (COMPANY IRS#)	
4 Consignee (Name and Address) / Destinataire (Nom et Adresse) ABC MACHINE COMPANY / BOOTH 210 INTERNATIONAL MACHINERY SHOW C/O METRO TORONTO CONVENTION CENTRE SOUTH BLDG 222 BREMNER BLVD TORONTO, ON M5V 2E6		5 Purchaser's Name and Address (if other than Consignee) Nom et Adresse de l'acheteur (s'il diffère du destinataire) NO SALE INVOLVED		6 Country of Transshipment / Pays de transbordement N/A	
		7 Country of Origin of Goods Pays d'origine des marchandises U.S.A.		If shipment includes goods of different origins enter origins against items in 12 Si l'expédition comprend des marchandises d'origines différentes, en préciser la provenance en 12	
VII. 1 Is this a related company transaction? Est-ce que les compagnies sont liées entre elles? YES ☐ OUI NO ☐ NON		9 Condition of Sales and Terms of Payment (i.e. Sale, Consignment Shipment, Leased Goods, etc.) Conditions de vente et modalités de paiement (p. Ex. Vente, Expédition en consignation, location de marchandises, etc.)			
8 Transportation: Give Mode and Place of Direct Shipment to Canada Transport: Préciser mode et lieu d'expédition directe vers le Canada GES LOGISTICS NEW YORK, NY		10 Currency of Settlement / Devises du paiement USD			
11. No. of Pkgs. Nbre. de colis	12 Specification of Commodities (Kind of Packages) Marks and Numbers, General Description and Characteristics i.e. Grade Quality Designation des articles (Nature des colis, marques et numéros, description générale et caractéristiques. P. Ex. Classe, qualité)	13 Quantity (State Unit) Quantité (Préciser l'unité)	Relacement Value Valeur de Remplacement		
			14 Unit Price Prix Unitaire	15 Total	
3 PCS	WOODEN CRATES-COMPUTERS (CERTIFICATE OF REGISTRATION ATTACHED)	3	\$1,000.00	\$3,000.00	
1 PC	CRATE-COMPUTER MONITOR (CERTIFICATE OF REGISTRATION ATTACHED)	1	\$ 500.00	\$ 500.00	
1 PC	CARTON-ADVERTISING LITERATURE	1,000	\$ 0.10	\$ 100.00	
1 PC	CARTON-PLASTIC KEY CHAINS / BOOKS	50	\$ 0.50	\$ 25.00	
XI.1 Total Number of Pieces / Nombre total de pièces 6					
18 ☐ If any fields of 1 to 17 are included on an attached commercial invoice, check this box / Si les renseignements des zones 1 à 17 figurent sur la facture commerciale cocher cette case Commercial Invoice No. / No. De la facture commerciale		16. Total Weight / Poids total 1,500bs. ☒kgs.		17. Invoice Total Total de la facture	
		Net. Weight N/A	Gross Wt./ Brut 1,500 lbs		
19 Exporter's Name and Address (if other than Vendor) Nom et adresse de l'exportateur (s'il diffère du vendeur)		20 Originator (Name and Address) Expéditeur d'origine (Nom et adresse) ABC MACHINE COMPANY 100-5TH AVENUE NEW YORK, NY 10012-1010			
21 Departmental Ruling (if applicable) Decision ministérielle (s'il y a lieu) N/A		Contact: BILL SMITH Tel: 212-268-2140 Fax: 212-268-2511			

EXHIBITOR FOOD SERVICES

These items have been selected from our current Catering offer.
Prices valid from January 1st to December 31st 2018.

Questions? Contact info@capitaltraiteur.com



THE EDIBLES

- Mini viennese pastries \$30 per dozen
Assortment from the Pastry Chef
- Loaves (slices) \$30 per dozen
Banana, raspberry-white chocolate, lemon-poppyseed, nut
- Savory bistro pastries \$54 per dozen
Tomato, spinach, leek
- Granola bars \$3.75 per unit
Honey and oats, trail mix
- Cookies \$21 per dozen
Chocolate chip, oatmeal-raisin, white chocolate-macadamia nuts
- Almond biscottis \$23 per dozen
- Brownies \$51.50 per dozen
- French pastries \$47 per dozen
Assortment from the Pastry Chef
- Mini cupcakes \$47 per dozen
Vanilla, chocolate, Red Velvet
- “Sucre à la crème” or fudge \$47 per dozen
- Macarons \$47 per dozen
Assortment from the Pastry Chef
- Truffles or chocolate lollipops \$47 per dozen
Assortment from the Pastry Chef
- Whole fresh fruits \$2.50 per unit
Banana, apple, orange
- Sliced fresh fruits \$6.85 per person
Seasonal availability
- Raw vegetables and Ranch dip \$6 per person
- Greek pitas and hummus \$5.35 per person
- Pretzels or chips \$10 per basket 240-255 g
- Mixed nuts \$30 per bowl 500 g
- Québec cheeses with crackers \$9 per person (2 oz)
Assortment; minimum 10 portions
- Assortment of sandwiches \$13 per person
Chef's selection, includes a vegetarian option
- Cold hors d'œuvres \$43.50 per dozen
From the Quartier du Musée category, Chef's selection
Minimum 3 dozen
- Cold hors d'œuvres – deluxe \$56.50 per dozen
From the Quartier Latin category, Chef's selection
Minimum 3 dozen

THE PACKAGES AND GOURMET STATIONS

- Smoothies \$4 per person (4 oz)
Fruit, yogurt, maple syrup and soy milk smoothies
- Popcorn stand\$750
Popcorn for 500 guests
Includes carnival-style popcorn machine, paper bags and an operator for a block of 4 consecutive hours.
Extra hours billed separately.
- Ice cream cart \$5 per unit
An assortment of frozen ice cream bars and sandwiches, including rental of a chest freezer.
- Sushi\$267 for 80 pieces
Four varieties of makis; pickled ginger, wasabi and soya sauce
- Compostable lunch boxes \$26.50 per person
Includes a choice of composed salad, choice of sandwich, herb havarti cheese, Québec apple and choice of dessert.
Get the available options from a Capital Traiteur consultant.
- Espresso – Caffitaly\$200
+ Espresso and cappuccino pods \$4.50 each
Rental includes milk frother, milk and sugar, stirrers, compostable cups.
Rate for three consecutive days. Extra days billed separately.
- Espresso – Saeco Royal One Touch\$1,500
Rental includes incorporated milk frother and grinder, coffee beans, milk and sugar, stirrers, compostable cups.
Rate for three consecutive days. Extra days billed separately.
- Espresso – coffee bar with barrista
Price upon request. Inquire with a Capital Traiteur consultant.

THE REFRESHMENTS

- Coffee \$22 per liter
- Tea/herbal tea \$22 per liter
- Fruit juices.....\$5 unit 300 ml
Apple, orange, cranberry, vegetable
- Soft drink.....\$5 unit 355 ml
Pepsi, Diet Pepsi, 7Up, Diet 7Up, Nestea iced tea
- Naya, source water\$5 unit 600 ml
- Perrier, sparkling water\$5 unit 330 ml
- Water urn (10 litres)\$32
- Flavoured water urn (10 litres).....\$54
Citrus, cucumber or cranberry
- Domestic beer.....\$8.50 unit 341 ml
Molson Dry, Coors Light
- Imported beer\$9.25 unit 341 ml
Heineken
- House wine \$35 bottle 750 ml
Red: Vittori Montepulciano d'Abruzzo
White: Vittori Trebbiano
- Ice \$15 per bin 10 lbs
- Bar service
Several options are available. Inquire with a Capital Traiteur consultant.



ORDER FORM

Please complete the sections below and return this Order Form at least three (3) weeks before the event.
Questions ? Contact info@capitaltraiteur.com

IDENTIFICATION

Name of the event	Booth number
On-site contact	
Name	Mobile number
Company name	
Applicant's name	Phone
Address	Email
City	Province / State
Country	Postal / ZIP code

ORDER DETAILS

Delivery date	Delivery hours	Clearance hours	Quantity	Description	Unit price	Total price
Amount						
Administration 16%						
GST 5%						
QST 9.975%						
TOTAL						

ORDER FORM

TERMS AND CONDITIONS

Exclusivity

- Capital Traiteur Montréal Inc. is the exclusive supplier of food services at the Palais des congrès de Montréal. It is strictly forbidden to bring food, drinks, sweets or any other articles of a similar nature to the premises. THIS INCLUDES BOTTLED WATER.
- For sample distribution, kindly fill and submit the “Exclusivity of Food Services” request form available from a Capital Traiteur consultant at least 3 weeks prior to the event.

Labor and equipment

- Unless indicated otherwise, prices include delivery and pick-up of orders, with no service staff.
- It is possible to hire Capital Traiteur staff in order to provide service at your booth. Hourly rate is \$58.00/hour, with a minimum of 3 consecutive hours.
- Capital Traiteur does not supply furniture or electrical outlets in your space (booth or meeting room). If required, please order directly with the Palais des congrès de Montréal. Fees will apply for any damage to Capital Traiteur material or for equipment not returned/lost.

Billing and payment

- Prices are in Canadian dollars and subject to change without notice.
- Administration fee of 16% and applicable taxes are extra.
- Full prepayment required upon receipt of the Order Form.
- No reimbursement should the order be cancelled 48 hours or less prior to the event..

METHOD OF PAYMENT (Visa or Mastercard accepted)

By signing below, the customer agrees to pay total charges as specified on the catering contract as well as any applicable charges for additional items ordered on-site. Capital Traiteur Montréal Inc. will also use this authorization for any additional charge(s) incurred as a result of on-site order modifications by the representative.

Cardholder (printed)

Card number

Security Number
(3 digits numbers)

Cardholder's signature

Expiration date

PLEASE RETURN THIS FORM BY E-MAIL TO info@capitaltraiteur.com

You will receive an email notification within three working days of the request.

Capital Traiteur Montréal Inc., Saint-Antoine Street West, 4th floor, Montréal, Québec H2Z 2A7 – Telephone: 514 871-3111