



MAILING ADDRESS: 136 8TH Avenue SE, Calgary Alberta Canada T2G 0K6
PH # 403-371-7329 · **E-MAIL:** jason.wright@encoreglobal.com

EXHIBITOR INFORMATION

DATE:		SHOW NAME:	
CONTACT:		VENUE:	Calgary TELUS Convention Centre
COMPANY:		ROOM:	
ADDRESS:		BOOTH #:	
CITY / PROVINCE/STATE:		# SHOW DAYS:	
POSTAL/ZIP CODE:		INSTALLATION DATE:	
PHONE NUMBER:		DISMANTLE DATE:	

AUDIO VISUAL EQUIPMENT DETAIL

DESCRIPTION	DAILY RATE	Quantity	# Days	Item Total
COMPUTER MONITORS & DISPLAYS				
21"-24" 16:9 FLAT SCREEN MONITOR	\$143.25			
28" 16:9 FLAT SCREEN MONITOR	\$185.75			
42" FLAT SCREEN MONITOR WITH 6' CHROME DISPLAY STAND	\$437.50			
55" FLAT SCREEN MONITOR WITH 6' CHROME DISPLAY STAND	\$623.50			
80" FLAT SCREEN MONITOR WITH 6' CHROME DISPLAY STAND	\$1081.00			
8FT SCREEN AND PROJECTOR (WITH CART)	\$507.25			
FLAT MONITOR FLOOR STAND (NO MONITOR)	\$68.75			
COMPUTERS				
WINDOWS 2.6 GHZ LAPTOP	\$257.50			
MACINTOSH LAPTOP COMPUTER	\$411.75			
VARIOUS				
SIGN EASEL	\$19.25			
SMALL POWERED SPEAKER (GALAXY SPEAKER)	\$57.50			
PROJECTION CART C/W SKIRT (38")	\$36.75			
1FT FLOOR MOUNTED LED LIGHT RGB	\$51.75			
AUDIO EQUIPMENT				
ULX WIRELESS MICROPHONE (COMBO KIT)	\$171.75			
SHURE SM-58 WIRED MICROPHONE	\$51.75			
MACKIE 4-CHANNEL AUDIO MIXER	\$77.25			
2-QSC K8PORTABLE SPEAKER WITH STAND (100W)	\$144.25			
ADDITIONAL EQUIPMENT AVAILABLE UPON REQUEST				
POWER IS ORDERED THROUGH GLOBAL; PLEASE CONTACT: PHONE: (403) 273-8064 E-MAIL: calgary@globalconvention.ca		LABOUR REQUIRED		
		MINIMUM 1-2 HR LABOUR CALL@ \$97.50/HOUR		
		DELIVERY & PICKUP		
		CABLES & CONSUMABLES 9% OF RENTAL FEE		
		TOTAL		

TERMS AND CONDITIONS OF EQUIPMENT RENTAL

- Order cancellation must be received 5 days prior to load-in to avoid rental charge.
- The elements specified in this order included with this contract correspond to the instructions of the customer. The customer agrees to pay all additional changes cause be an omission of the client, changes, modifications, or alterations to the equipment and/or services. The customer shall be charged for all overtime incurred at Encore current rates.
- Insurance for the full replacement value of the equipment rented is the responsibility of the customer. The customer is hereby advised of his/her responsibility to safeguard the equipment at all times and ensure the security of the meeting room/event space when not occupied.
- The customer shall indemnify Encore against all losses, expenses, penalties, damages and condemnations, and legal costs which Encore could incur or be condemned to pay.
- If you have any questions regarding our rentals, equipment, or other services we offer, please contact us. 1-403-371-7329 or jason.wright@encoreglobal.com



MAILING ADDRESS: 120 NINTH AVENUE SOUTHEAST CALGARY, ALBERTA, CANADA T2G OP3
PH # 403-261-8577 E-MAIL: jason.wright@encoreglobal.com

EXHIBITOR INFORMATION

DATE:		SHOW NAME:	
CONTACT:		VENUE:	Calgary TELUS Convention Centre
COMPANY:		ROOM:	
ADDRESS:		BOOTH #:	
CITY / PROVINCE/STATE:		# SHOW DAYS:	
POSTAL/ZIP CODE:		INSTALLATION DATE:	
ADVANCE DEADLINE DATE:		DISMANTLE DATE:	

IMPORTANT NOTICE FOR BANNERS

Sign/banner installation forms must be received seven business days prior to the first move in date to guarantee installation, orders received after this date may not be accepted. As per the Alberta Fire code, all banners, signs and hanging decor are subject to and must be CAN/ULC-S109 certified or shall be treated and maintained in a flame retardant condition by means of a flame retardant solution to ensure that the material will pass the match flame test in NFPA2 705, "Field Flame Test for Textiles and Films."

ENCORE AND THE CALGARY TELUS CONVENTION CENTRE REQUIRE PROOF THAT THE BANNER COMPLYS WITH THE ALBERTA FIRE CODE WHEN ORDER IS PLACED. SIGNS/BANNERS WILL NOT BE HUNG ENCORE WITHOUT PROPER DOCUMENTATION ON FILE.

SIGN/BANNER HANGING INSTALLATION INFORMATION

Number of sign/banners to be hung:	Weight of each sign/banners:
Size and shape of sign/banners:	
Document providing proof that banner meets the CAN/ULC-S109 Sent: (See point 1.d on the Instructions and Conditions) Yes / No	Does the sign/banner require power? (Power must be pre-ordered through the Calgary TELUS Convention Centre) Yes / No
Submit "scale drawing form" showing where the banner is to be hung in the booth (copy of the form is below)	

SIGN/BANNER HANGING INSTALLATION

Pricing to Hang Banners Will Be Quoted on Per Banner Installation

Description	Unit Cost or Rate	Unit	Total
Labour to hang banners (price to be quoted)			
Rental of Trusses (price to be quoted)			
Chain Motor Rental (price to be quoted) –			
Miscellaneous Charge(s) (if required)			
		EQUIPMENT	
		LABOUR	
		DELIVERY & PICK UP	
		SUBTOTAL	
		(5%) GST	
		*TOTAL	

TERMS AND CONDITIONS OF BANNER HANGING AND EQUIPMENT RENTAL

- Due to rigging grid and building regulations exact location, orientation and trim height may not be possible.
- Additional rigging and/or equipment (i.e. trusses or chain motors) may be required when hanging the sign/banner.
- For additional instructions and conditions – See next page – Encore Additional Instructions and Conditions – Sign/Banner
- Insurance for the full replacement value of the equipment rented is the responsibility of the customer. The customer is hereby advised of his/her responsibility to safeguard the equipment at all times and ensure the security of the meeting room/event space when not occupied.
- The customer shall indemnify Encore against all losses, expenses, penalties, damages and condemnations, and legal costs which Encore could incur or be condemned to pay.
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