

1. Accommodation & Travel

Official Hotel:

Georgian Court Hotel

773 Beatty St

Vancouver, BC

V6B 2M4

Tel: (604) 682-5555

Official Travel Agent:

Carlson Wagonlit – Anne Trudeau

688 West Hastings St – Suite 700

Vancouver, BC V6B 1P1

Phone 403.508.3025

Email: atrudeau@carlsonwagonlit.com

2. Alcoholic Beverages

The consumption of alcoholic beverages in the exhibitor's booth is prohibited. Alcoholic beverages may only be consumed in designated lounge areas.

3. Altered Exhibit Plans

Management reserves the right at any time, without prior notification, to alter exhibits, aisles, common carpet, feature sizes and locations in an effort to best serve the interest of the show. Their decision in this regard will be final.

4. Animals

No animals are permitted in BC Place except as part of an exhibit, activity or performance, approved by Show Management, that legitimately requires the use of animals. Seeing Eye dogs and hearing impaired dogs are accepted. Such animals or pets must be on a leash, within a pen, or under similar controls at all times. The owner takes full responsibility for his/her own pet.

5. Audio Visual

For competitive rates on the rental of sound systems, large screen video and computer display, closed circuit TV and special effects for multimedia staging, please contact:

Official Audio Visual Supplier

PEAK Technologies

Cell: 778-858-5451

Email Address: christoph@peaktech.pro

Web Address: www.peaktech.pro

6. Balloons

Helium and air supported balloons are prohibited in BC Place Stadium due to the sensitivity of the retractable roof system. Large inflatable balloons may be acceptable if securely tethered and if approved in writing by BC Place Stadium Management.

ABSOLUTELY NO SMALL HANDOUT TYPE PROMOTION BALLOONS ARE ALLOWED.

7. Booth Cleaning / Janitorial

Show Management provides daily janitorial service to aisles and common areas only. If you require general and/or special booth cleaning (scrap containers, vacuuming, shampooing), please contact BC Place Stadium Services or use the Exhibitor Booth Vacuuming Order Form enclosed.

8. Booth Draping – PLEASE NOTE CHANGES

Field level exhibitors are recommended to provide their own hard wall displays. The minimum height is 8'. Exhibitors located on the Field Level will be provided with 8' black drape unless not required.

Concourse level exhibitors will be provided with 8' black drape.

Draping is the property of Goodkey Show Services - do not affix anything to it or alter its appearance without their consent.

9. Carrier – Shipping & Drayage

Davidson & Sons Custom Brokers Ltd has been appointed official exhibit transportation carrier.* Please allow ample time for pick-up to ensure that your exhibit arrives before the scheduled move-in date. All freight charges must be sent prepaid as the facility will not accept collect shipments.

To arrange for a pick-up and/or obtain a rate quote:

Stefanie Lane

Monday – Friday, 7:00am – 3:30pm PST

604.697.2596

Email: stefanie@davidsonandsons.com

Customer Service at 604-681-5132, after business hours, weekends & holidays

*You may also choose your own transportation company.

All shipments should be consigned to:

BC HOME + GARDEN SHOW

East Entrance

Attn: Goodkey Show Services

Company Name, Booth Number(s)

BC PLACE STADIUM

777 Pacific Boulevard

Vancouver, BC V6B 4Y8

10. Competitions, Draws & Contests

Sales promotions and competitions conducted by exhibitors in conjunction with their display must be free of any obligation on the part of the winner. Prize winners must not be required to place an order before collecting the prize offered. The schedule of prizes and terms of the competitions must be approved by Show Management at least three weeks before the Show and comply with all the existing government regulations.

Contest winner must be drawn for at the show.

A list of winners of individual exhibitors' prizes must be submitted to Show Management no later than ten days after the Show closes.

Any contests conducted must not violate any provincial or federal laws or regulations in effect at that time.

11. Conducting Business In Your Booth

Distributing literature or general solicitation of business is forbidden outside your exhibit area. All business must be conducted within the booths that have been assigned to you.

12. Customs & Immigration

For shipments from outside of Canada, please contact:

Stefanie Lane

Davidson & Sons Custom Brokers Ltd

#1220-188 West Georgia

Vancouver, BC V6E 4A8

Tel: (604) 697.2596

Fax: (604) 681.2601

Email: stefanie@davidsonandsons.com

Web: www.davidsonandson.com

****PLEASE DO NOT SHIP PRODUCTS TO THE ADDRESS ABOVE****

Exhibitors wishing to contact Canada Customs may call:

Mark Bourne

Regional Coordinator, International Events and Convention Services Program

Canada Border Services Agency

1st Floor - 333 Dunsmuir St. Vancouver, BC V6B 5R4

Tel: (604) 775-5379

Fax: (604) 666-4470

Email: mark.bourne@cbsa-asfc.gc.ca

It is the responsibility of the exhibitor to contact Canadian Immigration for access into Canada. Exhibitors must present their show contract at the border as well as correspondence listing the personnel attending, birth dates, names and job titles.

Please see Customs Letter (See forms) that is required to be attached to all shipments to the show.

13. Damage To Premises

Exhibitors are liable for any damage to BC Place Stadium, its equipment or furnishings, including nail holes, spilled paint, defacing, breakage, etc. The exhibitor is also liable for the removal of any adhesive tapes or materials from Stadium property.

GARDEN EXHIBITORS/FEATURE AREAS (Water & bark mulch damage)

Bark Mulch will stain the concrete floor in BC Place Stadium. All gardens, landscaping or bark mulch must be installed with a one-piece protective plastic barrier beneath. Cleaning costs will be charged to the exhibitor responsible for any damages caused by their display. Also, do not store bark mulch during installation without plastic protection.

WATERING OF PLANTS

Must be done carefully and without overflow or wetting of aisle carpets. (Tip – crushed ice melts slowly).

POOLS, PONDS AND FOUNTAINS

Please ensure that they are leak free. Water fill-ups and draining must be ordered from BC Place Stadium. (Please see Plumbing Services Order Form in your Exhibitor's Manual)

14. Display Contractor

Goodkey Show Services Ltd is the official Home Show Display Contractor. For any display, décor, set up labour, carpet or show furniture requirements, please contact:

Mr. Calvin or Mrs. Rodella Goodkey

Goodkey Show Services Ltd.

Email: calvin@goodkey.com

Web: www.goodkey.com

Complete and return the enclosed Goodkey Order Forms to the above address, at least thirty (30) days prior to the show for any exhibit furnishings rentals you may require.

You will also be able to order your requirements online through the Internet. The instructions on ordering will be included with other forms in your Exhibitor's Kit.

15. Display Standards

Show Management reserves the right to refuse entry or to have removed at the exhibitor's expense any display, which is not in accordance with these display standards. If any doubt exists, or where a special case exists, the exhibitor must provide details and obtain approval from Show Management prior to move-in. Show Management reserves the right to make final decisions with regard to the following:

Floor Covering - It is mandatory for exhibitors to have floor covering (carpet or other appropriate alternative) completely covering the exact dimensions of the space designated so that no concrete is exposed. Exhibitors with floor coverings of poor quality and appearance, or inaccurate dimensions will be required to provide a replacement of acceptable standards.

REMINDER – Booths are standard 10' x 10' increments.

Exhibit Boundaries - Nothing, including carpet may project past the outer boundaries of an exhibit into the aisles or an adjoining booth. Display material must not obstruct visibility of adjacent booths and should not exceed eight (8) feet in height. Exceptions to the eight feet limit for display of merchandise may be obtained from Show Management prior to the move-in. Any portion of a display or signage above 8' must be professionally finished on the reverse.

Display Material - All exhibits must be free standing and self-supporting. Free standing bulletin boards, signs, etc. may be used providing exhibits are not hidden from view. Unfinished sides or backgrounds are not allowed. Racks and display shelves must not unduly obstruct visibility of adjacent exhibits.

Sample Size Requirements - The exhibitor agrees to abide by the facilities (BC Place Stadium) 1oz. sample size when distributing samples.

16. Distracting Devices

Any attention arousing devices, such as noisemakers, flashing lights, movies, music, broadcasting, television, drawings, etc. are subject to Show Management approval. No approval will be given to devices, which are obviously distracting and annoying to exhibitors ** (i.e. Hardwall systems must be used for stereo equipment to reduce noise distractions).

17. Dollies/Handcarts

There are limited handcarts available from the Goodkey Show Services Desk at the East Entrance. You will be required to leave a driver's license or credit card to borrow a handcart. Exhibitors are advised to bring their own dollies and handcarts.

18. Early Entry

Exhibitors are permitted to enter the premises **one-hour before Show opening** via the East Airlock security entrance. Security check will be in effect; therefore, you **must wear your exhibitor badge**.

If you require access to the premises earlier than one hour before the show, you must obtain authorization from the Show Office the day before. If the facility requires special arrangements for extra security during this early access, **the cost of this security will be charged to the exhibitor**.

Note: Security personnel will not permit access to the premises prior to one hour before show opening without this authorization.

19. Electrical & Lighting

Marketplace Events no longer supplies complimentary electrical outlets. Power is now supplied directly through BC Place. Please use the Electrical Services Order form and return it to Stadium Services. Payment must be received fifteen (15) days prior to move-in to the show to avoid on-site charges of up to 50%.

BC Place Stadium advises that lighting levels within the Stadium during show hours will be **ambient**.

It is suggested that all exhibitors would be well advised to supplement facility lighting with their own or rented lighting.

All hook-ups to building electrical service must be done by BC Place Stadium Technicians.

The following requirements must be adhered to in the installation of all temporary electrical and lighting equipment or service:

Open clip sign sockets will not be permitted. Porcelain sockets will be accepted. Use of latex cord wire in displays will not be permitted. Use of duplex or triplex plugs will not be permitted. Exposed wire must be three-wire grounded of proper size to serve the fixture to which it is attached. Electrical fixtures and fittings must be C.S.A. listed. Stadium Technicians will refuse connection where wiring constitutes a fire hazard or is contrary to the Canadian Electrical Code. All electrical

installations are subject to inspection by Stadium Technicians and the City of Vancouver Electrical Inspector. A City inspection fee is chargeable to the tenant.

NOTE: BC Place Stadium electrical technicians will provide a power drop only to each display if requested. Extension cords to move the power source within the exhibit display space must be provided by the EXHIBITOR or rented from BC Place Stadium Services.

The Electrical Protection Branch, BC Department of Labour requires that all electrical equipment must be approved before it is lawfully advertised, displayed, offered for sale, sold, or otherwise disposed of or used in the Province of British Columbia. It is, therefore, the responsibility of each exhibitor to ensure that all electrical equipment in, on, or about their booth comply with the above regulations.

Electrical equipment for which CSA approval is sought should be submitted to:

CANADIAN STANDARDS ASSOCIATION

13799 Commerce Parkway
Richmond, BC V6V 2N9
Tel: (604) 273-4581
Fax: (604) 273-5815
Web: www.csa.ca

The approval of the Association is acceptable to all electrical inspection authorities in Canada. You are referred to them for details of procedure.

All operating electrical equipment must have necessary approvals (C.S.A.) and may be required to have a permit for its installation.

20. Elevators

The freight elevator has a capacity of 10,000 lbs. The platform size is 100" x 144" and the door size opening is 96" x 108" high. This may be used for concourse exhibits. The passenger elevators are not made available for tenant use during move-in/move-out.

21. Exhibitor Badges

Exhibitor badges will be prepared in advance according to your square footgae. You are not permitted to order badges for personnel who will not work within your exhibit.

Your badges are to be picked-up from the Show Office during Move-In. **They will not be mailed.**

Exhibitor personnel will have access to their booth one hour prior to show opening each day of the exhibition.

Security guards are instructed to refuse admittance to anyone not wearing an Exhibitor badge.

If an additional or a replacement badge is required during move-in and during the show, proper identification will be required and there will be a charge of **\$9.00 per badge**. All exhibitor personnel must be 16 years of age or older.

22. Exhibitor Conduct

Show Management reserves the right to refuse admission to the Show facility to any exhibitor, or exhibitor's employee who, in the opinion of Show Management, is unfit, intoxicated, or is in any way creating a disruption to the show.

23. Exhibitor Entrance

Exhibitors may enter the Show from the East Airlock security entrance (one hour before show opening). Exhibitors may also use the Public Entrances but **ONLY DURING SHOW HOURS:**

February 21st to 25th, 2018

Wednesday	February 21	4:00 pm - 9:00 pm
Thursday	February 22	Noon - 9:00 pm
Friday	February 23	Noon - 9:00 pm
Saturday	February 24	10:00 am - 9:00 pm
Sunday	February 25	10:00 am - 6:00 pm

You must wear your exhibitor badge for entrance to the facility.

24. Exhibitor Lounge

The exhibitor's lounge is located on the field level of the Stadium between section 12 and 14 behind the food court. You must wear your exhibitor's badge for access to the lounge.

25. Fire Extinguishers

All exhibitors are strongly advised to have a minimum of one (1) hand held fire extinguisher in their booth. This safety precaution enhances the efforts of Show Management and BC Place Stadium to satisfy Fire Marshall requirements.

26. Flame Proofing

See Fire Regulations.

27. Freight-Free Aisles

Show Management has designated certain major aisles as freight free aisles - no freight or vehicles may be left or they will be removed immediately.

28. Garbage Removal During Move-Out

When the displays have been dismantled, exhibitors must remove all garbage that is brought in with their display. BC Place Stadium will enforce a strict policy of LEAVE NO TRACE. Take out what you bring in.

29. Insurance/Liability

Neither Show Management nor the building owners will accept responsibility for injury to persons, loss of, or damage to, products, exhibits, equipment or decorations, by fire, accident, theft, or any other causes while in the building. Exhibitors, or their agents, must provide adequate insurance for their own personnel, the public, exhibits and materials against all such hazards. **EVEN THOUGH WE HAVE SECURITY ON DUTY, Marketplace Events and BC PLACE STADIUM WILL NOT ACCEPT RESPONSIBILITY FOR LOSS OR DAMAGE OF MERCHANDISE DURING THE MOVE-IN, SHOW, OR MOVE-OUT OF THE BC HOME + GARDEN SHOW.**

PLEASE INSURE YOUR OWN MERCHANDISE AND EXHIBIT!

30. Internal Combustion Engines

See Fire Regulations.

31. Latecomers/No Shows

Any space not claimed and occupied or for which no special arrangements have been made by 11:00 am on Wednesday, February 21st may be resold or reassigned by Show Management without any obligation on the part of the BC HOME + GARDEN SHOW or Marketplace Events for any refund whatsoever. Please advise us if you have a last minute emergency. Any unclaimed freight will be returned to a "no-show" firm at the end of the show via ground transportation at the firm's sole risk and expense. No refunds will be granted for unused display space.

32. Loading Capacities

The Stadium floor has a standard H 20 rating which is the equivalent of 4,000 lbs. per square foot. The concourse and ramp areas are rated at 100 lbs. per square foot.

33. Material Handling & Equipment

Goodkey Show Services staff provides a material handling at BC Place Stadium. Show Management will absorb the cost of unloading goods to a specific display area; however, any extended or special usage will be at the exhibitor's expense. For individual special needs, exhibitors are advised to contact Goodkey Show Services in advance.

34. Mechanical Conveyances

Mechanical conveyances such as electric carts, scooters or bicycles will not be allowed in the aisles during the Show hours. The only exception to this rule will be in the case of handicapped persons visiting the Show and in the case of authorized Show duty staff.

35. Media & Public Relations

Reformation has been appointed the Official Show Publicist. Official press kits, releases and promotions are generated from this office. Should you be sending your own media releases, please insure that a copy is sent to:

Amanda Haines

Tel: (604) 716.5196

Email: amanda@wearereformation.com

Website: www.wearereformation.com

36. Merchandise Removal

Anything that is to be removed from the Show floor once the show is open, will require a properly filled out release form which will be signed by Show Management at the time of exit. (This includes personal items.) Release forms are obtained from the Show Office or East Airlock at the closing of the Show each day. These forms are not required after the Show closes on the final day. If an item is to be taken from the building each day after Show closing and returned the following morning, a release form will be required for each day. This is to protect the belongings of all exhibitors.

37. Move-In Concourse Level 2

Concourse Level 2 Exhibitors. Please check the move-in information sheet regarding the hours of move-in.

Vehicle access to the concourse exhibit area may be limited. Vehicle size is limited to vans, pickups and cars, etc. Vehicles entering the concourse must unload and depart IMMEDIATELY. Vehicle access may be terminated at the discretion of Stadium Management.

The maximum weight-loading factor for the interior and concourse areas is 100 lbs. per square foot. Limited forklift and electric dolly services will be available.

The concourse move-in door is located on the concourse level, at the east end near the public entrance at Gate C. The dimensions of the move-in door are 9'2" x 9'2". Access via Pacific Blvd. (up ramp at North East End of Stadium).

Stadium staff will control this entrance. Goods for the concourse area may also enter the Stadium at the East end ground level main entrance and be transported to the concourse by the adjoining freight elevator or moved by forklift or motorized dollies by way of the various interior perimeter ramps.

38. Move-In East Airlock

At both the east end (Georgia Viaduct) and the south end (Pacific Blvd) there are large move-in/ exit doors.

Vehicles will be directed to enter via the East End move-in door and depart via the South End move-in door.

Vehicle access to ground level booth locations will be allowed until it becomes too congested or hazardous to do so. Stadium Management will determine when further vehicle access will be refused.

In all cases, vehicles must park as directed, unload immediately and leave the building as quickly as possible. This includes all tradesmen and exhibitor vehicles.

39. Move-In Hours

REGULAR MOVE-IN

Monday	February 19 th	6:00 am – 10:00 pm (No vehicles after 7:00 PM)
Tuesday	February 20 th	8:00 am – 10:00 pm (No vehicles after 5:00 PM.)
Wednesday	February 21 st	8:00 am – 12:00 pm (No vehicles)

No vehicles will be allowed into the building after 5:00 pm on Tuesday, February 21st as the carpet will be installed at that time. For those exhibitors who have booths on the second floor (upper concourse), please refer to section 37 "Move-In Concourse Level 2".

Please consult the Move In Information sheet for details.

40. Move-In, Move-Out No Children

For safety reasons during the move-in/ move-out segments, children under 16 years of age are prohibited in the building (this includes infants). This precaution is taken during the move-in/ move-out segments as there are vehicles operating in the Stadium, including forklifts and machinery that are dangerous to the inexperienced. Injuries to children

would not likely be covered by insurance because of this regulation.

THIS WILL BE STRICTLY ENFORCED!

41. Move-In Off Loading

All major shipments, i.e. crates, will be off-loaded with forklifts and delivered to designated booth locations. IT IS EXTREMELY IMPORTANT THAT EXHIBITORS ARE ON HAND TO RECEIVE THEIR SHIPMENTS. This avoids damage and theft of goods and ensures delivery to correct booths. Exhibitors not on hand to receive their shipments may find that they have not been accepted and have remained with the carrier.

Show Management provides forklift service from the truck to the exhibit booth location. Any specialty use of forklifts, i.e. to assist in set up of display, or unloading unusually heavy or awkward shipments, are at the exhibitor's expense and may be arranged by contacting Stadium Management prior to move-in. (See #57 for Stadium Events Coordinator)

42. Move-Out Hours

Dismantling of displays will not begin until 6:01pm on Sunday, February 25th, 2018. Failure to adhere to this regulation may result in loss of exhibitor seniority for booth assignment in future shows. Vehicles will be permitted in the building once aisle carpet has been removed - approximately one to two hours after show closing. Please see Move-Out Information for more details.

HOURS FOR MOVE OUT

Sunday	February 25 th	6:01 pm – 10:00pm
Monday	February 26 th	8:00 am – 2:00 pm

43. Move-Out Regulations

No exhibitor may commence to dismantle, pack or remove any part of his or her display until 6:01 p.m. on Sunday, February 25th, 2018.

All goods and displays must be removed from the facility by 2:00 pm Monday, February 26th, 2018.

Any exhibitor material remaining within the premises of BC Place Stadium after 2:00pm on Monday, February 26th will be removed and placed in storage at the exhibitor's expense.

WARNING: THEFTS MAY OCCUR DURING the confusion of move-out, especially between 6:00 pm to Midnight on Sunday. Watch your display carefully. If you do not dismantle Sunday evening, please pack and remove smaller and more valuable items.

No vehicles will be allowed entry to the facility until the aisle carpet has been rolled up and the masking

tape has been removed. This usually takes approx. 2-3 hours after show closing.

Vehicles will be directed into the facility for loading only when their display is fully dismantled and ready for loading. This is to ensure that as many exhibitors as possible can move out without congesting the facility with vehicles not in use. When you are ready to load, please ask one of BC Place Stadium Floor Directors for permission to drive your vehicle into the facility.

THERE ARE LIMITED DOLLIES AND HANDCARTS AVAILABLE. EXHIBITORS ARE ADVISED TO BRING THEIR OWN DOLLIES AND HANDCARTS.

ATTENTION: GARDENING EXHIBITORS

REMOVAL OF BARK MULCH AND ALL MATERIALS AFTER THE SHOW: BC Place Stadium has informed us that they will invoice any exhibitor, or show participant, for the removal of any material left behind after the scheduled move-out period of the Show, i.e. landscape material, bark mulch, plants, etc.

44. Over-Sized Trucks & Trailers

Large and accumulated shipments arriving by major carriers in large trucks are encouraged to sign up for early move-in (see Section 57) or to arrive as early as possible after regular move-in commences in order that entry and maneuvering may be carried out as easily as possible.

45. Parking

Impark has exclusive control over Parking Lot #457 (Exhibitor Parking) and WestPark with lot #039 (Exhibitor Overflow Parking). Please complete the Exhibitor Parking Passes Advance Order Form when made available to receive your pass by mail from Imperial Parking. The **PARKING FORM WILL NOT BE EMAILED to all exhibitors, simply posted on the show website exhibitor kit, under "Travel/Accommodations & Parking"**.

Parking pass prices listed on the form provided by Impark. Parking is under the sole discretion of Impark. For more information about parking, please contact:

IMPARK

Suite 300 – 600 W Cordova
Vancouver, BC V6B 1G1
Tel: (604) 682-7311
Fax: (604) 687-3234

46. Payment of Account

Full and final payment for exhibit space must be made 60 days prior to show opening, (full payment by December 4th, 2018). After this date, if any cheques are accepted they must be certified - no exceptions. Show Management reserves the right to refuse entry to any exhibitor for whose account full payment has not been received.

47. Phone Installation

For phone installation in your exhibit, please complete and return the Telephone and Communications Form found in the Exhibitors' Manual or contact Stadium Services. **Please note:** Full payment must be received by BC Place Five Days prior to the first move-in day or on-site surcharges will apply.

48. Plants

Exhibitors may bring their own live plants and other similar decorations or they are available from Goodkey Show Services. Please refer to the DISPLAY RENTAL ORDER FORM on the Goodkey link under Forms.

49. Propane and Other Flammables

Please see Fire Regulations

50. Public Admission (Inc. GST)

Adult	\$16.00
Senior (60+)	\$13.00
Child 12yrs or under	FREE
\$3 discount if purchased online	

51. Public Entrance

Gate A (off Beatty Street @ Terry Fox Plaza)

52. Safety Measures

Every exhibitor is responsible for the protection of the public as it relates to any hazard that exists within the exhibit space, i.e. shock, electrocution, heat, fire, sharp objects, machinery, etc. Adequate screening or protection must be in place and Show Management reserves the right to declare any exhibit unsafe and order its correction or removal.

Lack of such declaration does not release the exhibitor from final responsibility for any harm or damage to the public and/or their property.

53. Security Service

Show Management will provide uniformed watchman personnel for 24-hour patrol of building and grounds during move-in, show hours and move-out.

NOTE: During move-in and move-out you are responsible for the security of your merchandise and exhibit. Please watch your display accordingly.

Report any loss immediately, on site at the Stadium Services Office and/or to the Show Office, both located in the East Airlock.

54. Show Hours

FEBRUARY 21st to 25th, 2018

Wednesday	February 21	4:00 pm - 9:00 pm
Thursday	February 22	Noon - 9:00 pm
Friday	February 23	Noon - 9:00 pm
Saturday	February 24	10:00 am - 9:00 pm
Sunday	February 25	10:00 am - 6:00 pm

If exhibitors must enter the facility earlier than one hour prior to show opening, a permit must be obtained the day prior from the Marketplace Events Show office located at the East Airlock. SECURITY PERSONNEL WILL NOT LET EXHIBITORS ENTER THE FACILITY WITHOUT THIS PERMIT. Refer to Section 53 "Security Service"

55. Show Management

Marketplace Events: TELEPHONE: (604) 639-2288
Show Manager: Tyson Kidd.....Ext. 223
Sales, Companies A to L Amber Beaton.....Ext. 222
Sales, Companies M to Z Sheryl Weber.....Ext. 227
Operations Coordinator: Stephanie Gatzionis Ext. 224
Show | Office Admin: Zoe Watters.....Ext. 225

56. Show Office

Show Management will maintain an office, on site, from February 19th to February 26th, 2018. Referred to as the "Show Office", it will be located at the East Airlock, Section 27.

57. Show Producer

The Vancouver Home Shows are produced by Marketplace Events
Web: www.marketplaceevents.com
1847 W. Broadway, Suite #212
Vancouver, BC V6J 1Y6
Tel: (604) 639-2288 Toll Free: (800) 633-8332
Fax: (604) 639-2289

58. Signs

All signs must be tasteful and professional. The use of handwritten signs, paper banners, large discount pricing cards or other such material is unacceptable. Signage may not impede adjacent booths. Signs identifying your booth, company or products must be clear and informative. Should you require signs for the show, please contact:

Dado Designs Linda Lemieux
Tel: (604) 219-6429

Email: linda@dadodesigns.com

59. Smoking

BC Place Stadium has been deemed a "Non-Smoking" building, (see City of Vancouver Health Bylaw 4387 and an Amending Bylaw 5994). Exhibitors may not smoke within the confines of their exhibit booth(s) or in the aisles and 6 meters from any entrance/exit door. Smoking is not permitted inside the East or West Airlock Parking lots and must take place beyond the security gates and fencing.

60. Solicitation Prohibited

Solicitation in the aisles is strictly prohibited.

61. Stadium Services

On site, Stadium Services are located in the East Airlock, at Section 27, across from the Show Office. In advance of the show, they can be reached as follows:

BC PLACE STADIUM SERVICES

777 Pacific Blvd.
Vancouver, BC V6B 4Y8
Tel: (604) 661-7333
Fax: (604) 661-3412

62. Staffing of Exhibits

It is mandatory that exhibitors staff their exhibits during all hours of the show. Security is an added problem when exhibits are not staffed. Exhibitors are reminded that Show Management does not assume responsibility for losses, therefore you should take precautions to protect your display, including obtaining insurance.

63. Storage

Very limited storage for crates is available on-site at a first come, first-served basis. Otherwise, the removal of crates from the premises and their return is the responsibility of the exhibitor.

Storage Labels: Be sure to identify all crates with your company name, Booth Number and floor level. Storage labels will be available from the Goodkey Show Services desk at the East Airlock.

64. Subletting Booth Space

No exhibitor may sublet any portion of his booth to another supplier without the written consent of Show Management.

65. Trespassing

Exhibitors are granted access to the Stadium only at designated times, i.e. show hours, and one (1) hour

before. Entering another exhibitor's booth without their invitation or permission is STRICTLY PROHIBITED.