



Edmonton Home & Garden Show
March 22 - 25, 2018
Edmonton EXPO Centre

GES is pleased to have been selected the official service partner by the Show Organizer to design and produce your show. Our goal is to ensure your show participation is a success.

GES is involved in many areas relative to the show and if at any time during the planning process you are unsure where to turn, just ask us, we are at your service.

Please ensure that you review this section carefully as it contains information on **Discount Pricing dates** and order forms for each of the many services bring provided by GES.

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

- ✓ **Expresso Online Ordering**
- ✓ **Furnishings**
- ✓ **Carpet & Underpadding**
- ✓ **Specialty Furnishings**
- ✓ **GES Exhibits & Accessories**
- ✓ **Signs & Graphics**
- ✓ **Booth Cleaning**
- ✓ **Installation & Dismantling Labour**
- ✓ **In-Booth Forklift**
- ✓ **Material Handling**

Take advantage of up to a 40% discount off of our **Standard Price**, by ordering on or before the **Discount Date** of **March 2, 2018** as indicated on each form.

GES accepts Visa, MasterCard, American Express, Cheques and Cash as methods of payment for our services. All exhibitors are responsible for payment of G.S.T. when exhibiting in Alberta.

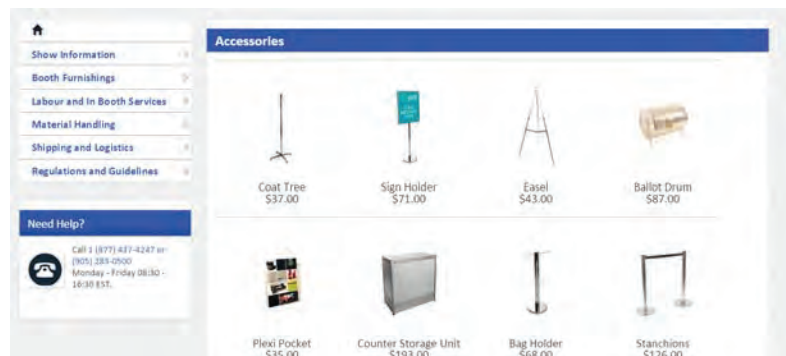
If you need assistance or additional information, please contact our **Exhibitor Services Department at (780) 469.7767.**
Edmonton@ges.com



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

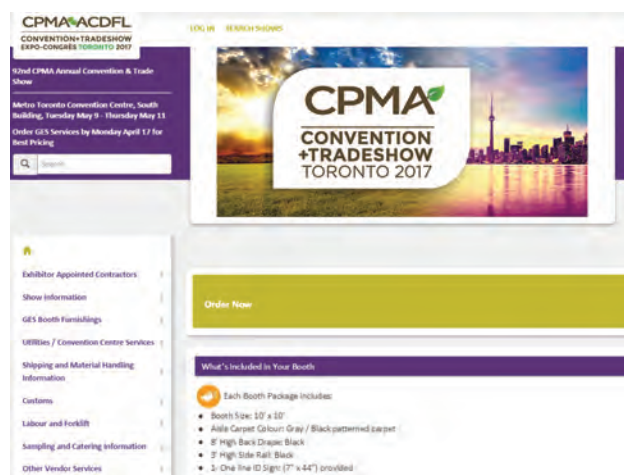
With just a few clicks, exhibitors can order GES products and services through Expresso including:

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



Experience a difference with Expresso.

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





CREDIT CARD AUTHORIZATION

6292 50th Street, Edmonton, Alberta, Canada, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619
edmonton@ges.com www.ges.com/ca

SHOW: **EDMONTON HOME & GARDEN SHOW**

EXHIBITOR INFORMATION

BOOTH #: _____ Contact Name: _____

Company: _____

Address: _____

City: _____ Prov/State: _____

Code/Zip: _____ Country: _____

Phone: _____ Fax: _____

Email: _____

IMPORTANT - READ CAREFULLY

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

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

PLEASE COMPLETE THE FOLLOWING

MASTERCARD VISA AMERICAN EXPRESS

CARD #:

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

EXPIRY: **CVV:**

Cardholder's Name (Print): _____

Cardholders's Signature: _____

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

Address: _____

City: _____ Prov/State: _____

Code/Zip: _____ Country: _____

Phone: _____ Fax: _____

Email: _____

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

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

- Third Party Billing
- Furnishings
- Carpet & Underpadding
- Specialty Furnishings
- GEM Exhibits & Accessories
- Signs & Graphics
- Booth Cleaning
- Installation & Dismantling Labour
- In-Booth Forklift
- Material Handling

****NOTE****
Not all forms/services are available for all events.

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

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



THIRD PARTY BILLING

6292 50th Street, Edmonton, Alberta, Canada, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619
edmonton@ges.com www.ges.com/ca

SHOW: **EDMONTON HOME & GARDEN SHOW**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

You may arrange for an exhibit house or other agent to handle your display & be charged for services. GES will agree to this arrangement if the exhibit house or agent makes satisfactory payment arrangements with us. Both firms must complete this form and return to GES by the Discount Price Deadline Date. It is understood and agreed that the exhibitor is ultimately responsible for payment of charges. If your named third party has not paid the invoice before the last day of the show, any outstanding balance will be charged to the exhibitor's credit card.

Exhibiting Company

Name of Exhibiting Company

Phone #

Fax #

Address

City

Prov/State

Code/Zip

Authorized Name (print)

Authorized Signature

CREDIT CARD AUTHORIZATION

MASTERCARD VISA AMERICAN EXPRESS

EXPIRY DATE: _____

CORPORATE PERSONAL

CARD # CVV #

Cardholder's Name (print)

Cardholder's Signature

Third Party / Exhibit House

Name of Third Party/Exhibit House

Phone #

Fax #

Address

City

Prov/State

Code/Zip

Authorized Name (print)

Authorized Signature

CREDIT CARD AUTHORIZATION

MASTERCARD VISA AMERICAN EXPRESS

EXPIRY DATE: _____

CORPORATE PERSONAL

CARD # CVV #

Cardholder's Name (print)

Cardholder's Signature

ALL GES SERVICES ARE TO BE CHARGED TO THE THIRD PARTY EXCEPT FOR THE FOLLOWING:



ELECTRONIC FUNDS/WIRE TRANSFER FORM

5675 McLaughlin Road, Mississauga, Ontario, L5R 3K5 Phone: 905-283-0500 Fax: 905-283-0501

Please complete and return this form to : Jolanta Baloniak, Accounts Receivable
GES Canada Limited
Email: ar@ges.com Fax: 905-283-0501

Your Company Name: _____
Contact Name: _____
Contact Number: _____
Booth Number: _____ Event Name: _____

GES BANK INFORMATION

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

Beneficiary's Name: GES Canada Limited
Bank Name: Bank of Montreal
Address: 350 - 7th Avenue SW
Calgary, AB
T2P 3N9

IF YOU ARE SENDING
CANADIAN DOLLARS (\$CDN)



EFT/Direct Deposit

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

IF YOU ARE SENDING
AMERICAN DOLLARS (\$US)



Institution code #: 001
Transit #: 00109
Account #: 4773-410

Wire Transfers

Account #: 1967-990
Beneficiary's Bank: //CC000100109
Swift Code: BOFMCAM2

Account #: 4773-410
Beneficiary's Bank: //CC000100109
Intermediary bank: Wells Fargo Bank (FKA Wachovia)
Swift Code: PNBUS3NNYC

Routing / BIC / NCC / BSC or ABA Number: 026005092

Invoice Amount: _____

Date of Transfer: _____

***Minimum Bank Charge:** \$20.00 (North American) \$40.00 (International)

Total: _____

Please Note: Please ensure transfer is made by the deadline date on your Order Form or Quotation. Additional charges will be incurred for late payments, and services may be delayed. *Minimum Bank Charges as shown above, reflect GES's bank charges only. Any additional wire transfer and EFT fees are the exhibitor's responsibility.



FURNISHINGS

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 edmonton@ges.com www.ges.com/ca

SHOW: EDMONTON HOME & GARDEN SHOW

DISCOUNT PRICE DEADLINE DATE: MARCH 2, 2018

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

CREDIT CARD AUTHORIZATION

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

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

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

QTY	Item #	Description	Discount Price	Standard Price	Total
	FGFSC	Grey Fabric Side Chair	\$43.75	\$61.00	
	FGFAC	Grey Fabric Arm Chair	\$45.00	\$79.75	
	FGFCS	Grey Fabric Counter Stool	\$95.75	\$134.25	
	FFC	Plastic Folding Chairs	\$26.75	\$50.00	
	FPEDT40	Cocktail Table 40" High	\$96.25	\$134.25	
	FPEDT	Starbase Table - 30" Round x 30" High	\$79.75	\$111.75	
	FCOFT	Coffee Table - 30" Round x 18" High	\$61.00	\$85.00	
	FCSH	22" x 28" Chrome Sign Holder (Sign Extra)	\$52.00	\$72.75	
	FESL	Easel	\$43.75	\$61.50	
	FSBD	Gold Ballot Drum	\$69.50	\$97.25	
	FCSU	White Counter Storage Unit 40" H	\$149.25	\$209.25	
	FBH	Bag Holder 41"H	\$72.75	\$102.25	
	FCS	Tape Stanchions 7 ft.	\$44.75	\$62.25	
	FWB	Wastebasket	\$24.00	\$34.25	
	FGR	Garment Rack on Wheels	\$49.75	\$69.50	
	FBF	Bar Fridge	\$218.00	\$306.00	
	FMISC	Black Spandex Cocktail Table Cover	\$36.00	\$50.50	
	FMISC	Grey Spandex Cocktail Table Cover	\$36.00	\$50.50	

Terms & Conditions

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

SUBTOTAL	
5% GST	
TOTAL	
GST #R104060264	

Signature

Date



FURNISHINGS

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 edmonton@ges.com www.ges.com/ca

SHOW: EDMONTON HOME & GARDEN SHOW	DISCOUNT PRICE DEADLINE DATE:	MARCH 2, 2018
EXHIBITOR INFORMATION		
BOOTH #: _____		
COMPANY _____		
STREET _____		
CITY _____ PROV/STATE _____ CODE _____		
E-MAIL _____		
PHONE _____ FAX _____		
CONTACT NAME _____		

CREDIT CARD AUTHORIZATION
<p>A "Credit Card Authorization" form (included in this kit) MUST accompany this completed form.</p> <p>Orders for GES products and/or services will not be accepted without receipt of a completed "Credit Card Authorization" form.</p>

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

QTY	Item #	SKIRTED TABLES 30" HIGH	Discount Price	Standard Price	Total
<input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> BURGUNDY <input type="checkbox"/> GREEN <input type="checkbox"/> RED <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE					
	DT4	4 Ft. Long x 2 Ft. Wide	\$89.75	\$125.50	
	DT6	6 Ft. Long x 2 Ft. Wide	\$89.75	\$138.00	
	DT8	8 Ft. Long x 2 Ft. Wide	\$106.50	\$149.75	
	DTS4S	Skirted Fourth Side Additional Charge	\$38.75	\$38.75	
SKIRTED COUNTER 42" HIGH <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE					
	RD4	4 Ft. Long x 2 Ft. Wide	\$102.50	\$143.25	
	RD6	6 Ft. Long x 2 Ft. Wide	\$126.00	\$176.50	
	RD8	8 Ft. Long x 2 Ft. Wide	\$154.25	\$216.25	
	RD4S	Skirted Fourth Side Additional Charge	\$47.00	\$62.75	
NON SKIRTED TABLES 30" HIGH (Vinyl Only)					
	UD4	4 Ft. Long x 2 Ft. Wide	\$51.00	\$86.75	
	UD6	6 Ft. Long x 2 Ft. Wide	\$59.75	\$99.25	
	UD8	8 Ft. Long x 2 Ft. Wide	\$67.75	\$110.25	
NON SKIRTED TABLES 42" HIGH (Vinyl Only)					
	RUD4	4 Ft. Long x 2 Ft. Wide	\$63.50	\$104.50	
	RUD6	6 Ft. Long x 2 Ft. Wide	\$87.25	\$137.50	
	RUD8	8 Ft. Long x 2 Ft. Wide	\$112.25	\$157.50	
CUSTOM BOOTH DRAPING <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> RED <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE					
	D3	3 Ft. High (Per Linear Ft.)	\$7.25	\$10.50	
	D8	8 Ft. High (Per Linear Ft.)	\$8.50	\$11.50	
	DD	Base Plate & 8'H Pole	\$21.00	\$30.00	
	DCB	6 ft. - 10 ft. Crossbar	\$16.00	\$22.75	

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SUBTOTAL	
5% GST	
TOTAL	
	GST #R104060264

Signature

Date



furnishings



Grey Fabric Side Chair



Grey Fabric Counter Stool



Grey Fabric Arm Chair



Steno Chair



30" Round / 30" High Starbase Table



Spandex Cover for 40" High Cocktail Table



30" Round / 18" High Coffee Table



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



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





furnishings



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



Easel

Gold Ballot Drum



Plexi Pocket
(Wall Mountable only,
not self-standing)



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



Bag Holder 41" H



Stanchions
6' Belt



Plastic
Wastebasket





SPECIALTY FURNITURE

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 edmonton@ges.com www.ges.com/ca

SHOW: **EDMONTON HOME & GARDEN SHOW**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

DISCOUNT PRICE DEADLINE DATE: MARCH 2, 2018

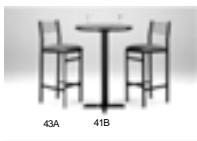
CREDIT CARD AUTHORIZATION

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

QTY	Item #	Description	Discount Price	Standard Price	Total
	41A (EFBS)	Fanback Stool	\$131.75	\$184.75	
	41B (FPEDT)	Cocktail Table 30" Round 40" High	\$96.25	\$134.25	
	42A (EBLBS)	Leather Bistro Stool	\$155.00	\$216.75	
	43A (EGFBS)	Fabric Bistro Stool	\$169.50	\$237.00	
	44B (EBMT)	42" Meeting Table	\$155.00	\$216.75	
	45A (EGFC)	Leather Meeting Chair	\$113.75	\$159.00	
	EBLHC	Executive Leather High Back Rolling Chair	\$150.25	\$210.50	
	EBSL3	Leather Sofa - 3 Seater	\$258.50	\$362.00	
	EBSL2	Leather Sofa - 2 Seater	\$214.75	\$300.75	
	EBSL1	Leather Sofa Chair - 1 Seater	\$168.50	\$235.25	
	ECTC3	Coffee Table	\$74.50	\$104.50	
	EETC3	End Tables	\$52.00	\$72.50	
	FLR	Literature Rack	\$102.50	\$143.50	
	FMISC	24" X 72" Grid Panels	\$35.50	\$50.00	
	FMISC	Spandex Cocktail Table Cover Blk or Grey	\$36.00	\$50.50	
	FMISC	Television - Available upon Request			



Terms & Conditions

- Colours, sizes and styles may vary slightly.
- All orders received after the Discount Price Date will be processed at the Standard Price.
- Exhibitor is responsible for all items for the duration of the show.
- There will be no refunds/exchanges for cancellations on-site.
- Charges are for rental of equipment only. All items remain the property of GES.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.

SUBTOTAL	
5% GST	
TOTAL	
GST #R104060264	

Signature

Date



CARPET AND UNDERPADDING

6292 50th Street, Edmonton, Alberta, Canada, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619

edmonton@ges.com www.ges.com/ca

SHOW: EDMONTON HOME & GARDEN SHOW	DISCOUNT PRICE DEADLINE DATE: MARCH 2, 2018
EXHIBITOR INFORMATION	CREDIT CARD AUTHORIZATION
BOOTH #: _____ COMPANY _____ STREET _____ CITY _____ PROV/STATE _____ CODE _____ E-MAIL _____ PHONE _____ FAX _____ CONTACT NAME _____	A "Credit Card Authorization" form (included in this kit) MUST accompany this completed form. Orders for GES products and/or services will not be accepted without receipt of a completed "Credit Card Authorization" form.

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

BOOTH CARPET - STANDARD SIZE

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

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

BOOTH CARPET - CUSTOM SIZE (INCLUDING PLASTIC)

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

Item #	BOOTH SIZE: _____ Ft. x _____ Ft.= _____ Sq. Ft.	\$1.98/Sq. Ft	\$2.77/Sq. Ft	
COLOUR SELECTION: <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> GREY <input type="checkbox"/> RED				

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

Item #	BOOTH SIZE: _____ Ft. x _____ Ft.= _____ Sq.Ft.	\$1.16/Sq. Ft.	\$1.62/Sq. Ft.	
--------	---	----------------	----------------	--

PROTECTIVE PLASTIC COVERING PRICE PER SQUARE FOOT INSTALLED (STANDARD SIZES ONLY)

Item #	BOOTH SIZE: _____ Ft. x _____ Ft.= _____ Sq.Ft.	\$0.26/Sq. Ft.	\$0.35/Sq. Ft.	
--------	---	----------------	----------------	--

PLEASE SELECT ONE FOR CUSTOM CARPET SIZES ONLY

IF ORDERING ELECTRICAL OR TELECOMMUNICATIONS SERVICES, WILL UNDER CARPET WIRING BE REQUIRED?
YES NO

Terms & Conditions

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

SUBTOTAL	
5% GST	
TOTAL	
	GST #R104060264

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

Signature

Date



BOOTH CLEANING

6292 50th Street, Edmonton, Alberta, Canada, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619
 edmonton@ges.com www.ges.com/ca

SHOW: EDMONTON HOME & GARDEN SHOW	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="background-color: black; color: white; padding: 2px;">DISCOUNT PRICE DEADLINE DATE:</td> <td style="padding: 2px;">MARCH 2, 2018</td> </tr> </table>	DISCOUNT PRICE DEADLINE DATE:	MARCH 2, 2018
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BOOTH #: _____ COMPANY _____ STREET _____ CITY _____ PROV/STATE _____ CODE _____ E-MAIL _____ PHONE _____ FAX _____ CONTACT NAME _____	A "Credit Card Authorization" form (included in this kit) MUST accompany this completed form. Orders for GES products and/or services will not be accepted without receipt of a completed "Credit Card Authorization" form.		

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

**If exhibitor sets up after hours or just prior to show open, service may not be provided.*

SELECT SERVICE REQUIRED

Description	Booth Size	Total Sq.Ft.	Price	(See Chart Below)
<input type="checkbox"/> Initial Carpet Vacuuming and Wastebaskets Emptied	_____ X _____	= _____ sq.ft.	X _____	= _____ Sub Total
<input type="checkbox"/> Daily Carpet Vacuuming and Wastebaskets Emptied	_____ X _____	= _____ sq.ft.	X _____	X _____ # of Days = _____ Sub Total

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

Terms & Conditions

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- All orders are governed by GES Limits of Liability and Responsibility.

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

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

_____ **Signature**

_____ **Date**



GES SHOW SPECIALS 3Ft. WALLS

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SHOW: **EDMONTON HOME & GARDEN SHOW**

EXHIBITOR INFORMATION

BOOTH #: _____

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CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

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CREDIT CARD AUTHORIZATION

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

GES SHOW SPECIAL INCLUDES:

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

PACKAGE A: 10'x10' BOOTH



PACKAGE B: 10'x20' BOOTH



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

QTY	Item #	Description	Discount Price	Standard Price	Total Price
	SS001	Package A - 10' x 10'	\$1,100.50	\$1,540.50	
	SS002	Package B - 10' x 20'	\$1,713.25	\$2,398.50	

PLEASE SELECT YOUR CHOICE OF INFILL PANEL AND CARPET COLOUR:

Infill Panel Colour: Black Grey White
 Carpet Colour: Black Grey

(All panel & carpet colours subject to availability.)

Package A Identification Sign to Read: _____

Package B Identification Sign to Read: Left: _____ Right: _____

Custom Header to be added Custom Header Signs/Logos will be charged \$100.00 extra per sign
 You can upload your file(s) to: <https://file.ges.com/>
 Enter **edmonton@ges.com** in the "Recipient Email Address" field.
IMPORTANT: Please enter your company name, event name, event location, booth number, and any other specifics associated with your graphic file under "Comments:"

Terms & Conditions

- Does not include lighting or electrical service.
- No refunds/exchanges once show move-in begins.
- All claims or discrepancies must be settled prior to show closing.
- All orders received after the Discount Price Date will be processed at the Standard Price.
- GES is not responsible for exhibit materials left in GES Rental Exhibits or counter storage units.
- Changes to the structure design or graphics will result in additional fees.

SUBTOTAL	
5% GST	
TOTAL	
GST #R104060264	

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

Signature

Date



GES SHOW SPECIALS 8ft. WALLS

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SHOW: **EDMONTON HOME & GARDEN SHOW**

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

SHOW SPECIAL INCLUDES:

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

PACKAGE A: 10' x 10' BOOTH

PACKAGE B: 10' x 20' BOOTH



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

Quantity	Item #	Description	Discount Price	Standard Price	Total Price
	GEMSS10x10	Package A - 10' x 10'	\$1,036.25	\$1,439.50	
	GEMSS10x20	Package B - 10' x 20'	\$1,555.00	\$2,159.50	

PLEASE SELECT YOUR CHOICE OF INFILL PANEL AND CARPET COLOUR:

Infill Panel Colour: Black Grey White *(All panel & carpet colours subject to availability.)*

Carpet Colour: Black Grey

Package A Identification Sign to Read: _____

Package B Identification Sign to Read: Left: _____ **Right:** _____

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

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

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

- Terms & Conditions**
- Does not include lighting or electrical service.
 - No refunds/exchanges once show move-in begins.
 - All claims or discrepancies must be settled prior to show closing.
 - All orders received after the Discount Price Date will be processed at the Standard Price.
 - GES is not responsible for exhibit materials left in GES Exhibits or counter storage units.
 - Changes to the structure design or graphics will result in additional fees.

SUBTOTAL	
5% GST	
TOTAL	
GST #R104060264	

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

Signature

Date

10' x 10' Exhibit Rentals

STANDARD



Model 1

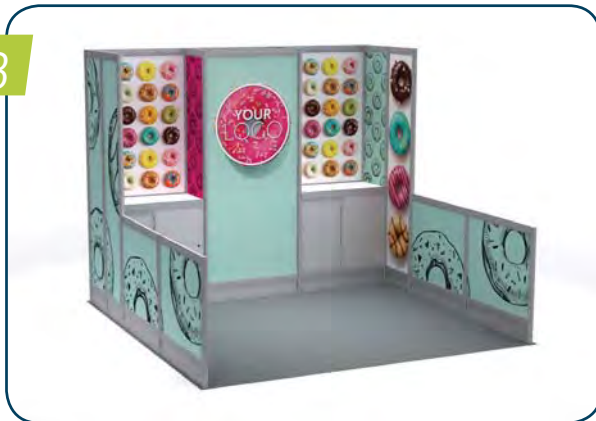
ENHANCED



Model 2



Model 3



Choice of coloured infill panels



Choice of carpet colour



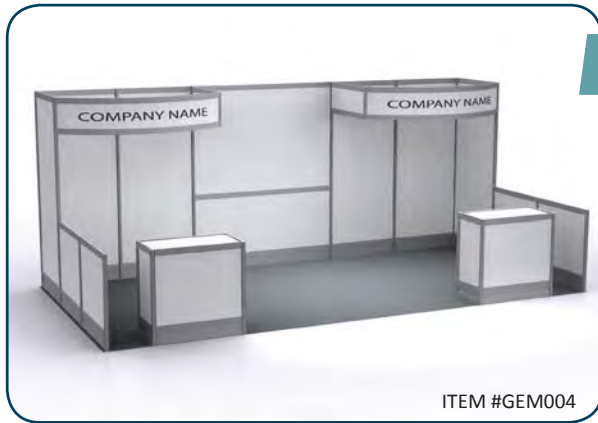
To upgrade with graphics,

contact our Exhibitor
Services team: 780.469.7767

edmonton@ges.com

10' x 20' Exhibit Rentals

STANDARD



ITEM #GEM004

Model 4

ENHANCED



ITEM #GEM005

Model 5



ITEM #GEM006

Model 6



Choice of coloured infill panels



Choice of carpet colour



To upgrade with graphics,
 contact our Exhibitor
 Services team: 780.469.7767
edmonton@ges.com



EXHIBIT RENTALS

6292 50th Street, Edmonton, Alberta, Canada, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619
 edmonton@ges.com www.ges.com/ca

SHOW: **EDMONTON HOME & GARDEN SHOW**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

DISCOUNT PRICE DEADLINE DATE: MARCH 2, 2018

CREDIT CARD AUTHORIZATION

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

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

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

Item #	Discount Price	Standard Price
GER001	\$1,217.50	\$1,737.00
GER002	\$1,360.25	\$1,940.50
GER003	\$1,320.00	\$1,883.25

Item #	Discount Price	Standard Price
GER004	\$1,807.50	\$2,578.50
GER005	\$2,010.25	\$2,867.75
GER006	\$1,967.00	\$2,806.00

Package Includes: Installation & Dismantling, Choice of Carpet Colour, Choice of Panel Colour, Company Identification Sign

Package Does Not Include: Cleaning, Light Fixtures or Electrical Outlets

PLEASE SELECT YOUR CHOICE OF INFILL PANEL AND CARPET COLOUR

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

ITEM #:

Infill Panel Colour: Black Grey White Hardrock Maple

Carpet Colour: Black Grey Red Blue

Models 1, 2, 5 Identification Sign to Read: _____

Models 4 Identification Sign to Read: Left: _____ Right: _____

Indicate Date & Time for Arrival: _____

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

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

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

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

Terms & Conditions

- Payment may be made by cheque up to two weeks prior to the 1ST day of move in.
- All orders received after the Discount Price Date will be processed at the Standard Price.
- Exhibitor is responsible for all items for the duration of the show.
- Charges are for rental of equipment only. All items remain the property of GES.
- No refunds/exchanges once show move-in begins. All claims or discrepancies must be settled prior to show closing.
- GES is not responsible for exhibit materials left in GES Rental Exhibits or counter storage units.
- Changes to the structure design or graphics will result in additional fees.

SUBTOTAL	
5% GST	
TOTAL	
	GST #R104060264

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

Signature

Date



GES EXHIBIT ACCESSORIES

6292 50th Street, Edmonton, Alberta, Canada, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619
 edmonton@ges.com www.ges.com/ca

SHOW: **EDMONTON HOME & GARDEN SHOW**

**DISCOUNT PRICE
DEADLINE DATE:**

MARCH 2, 2018

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

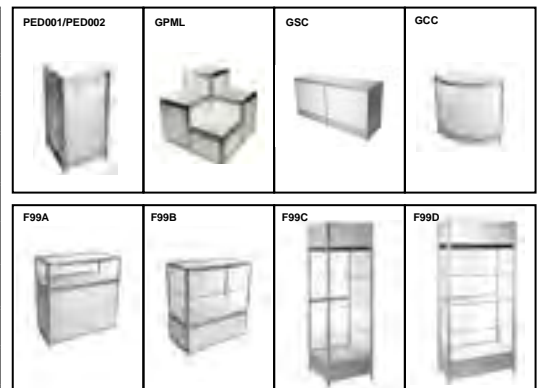
CREDIT CARD AUTHORIZATION

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

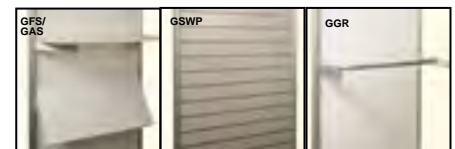
Orders for GES products and/or services will **not** be accepted without receipt of a completed "Credit Card Authorization" form.

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

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



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



*Designed to fit GES Hardwall booths only.
 Please Attach Diagram Of Booth Indicating Locations For Grid Panels And/Or Slatwall.
 Grid Panels Cannot Be Installed In Corners.*

Terms & Conditions

- All items subject to availability.
- No refunds/exchanges once show move-in begins.
- All claims or discrepancies must be settled prior to show closing.
- Exhibitor is responsible for all items for the duration of the show.
- Charges are for rental of equipment. All items remain the property of GES.
- All orders received after the Discount Price Date will be processed at the Standard Price.

SUBTOTAL	
5% GST	
TOTAL	
	GST #R104060264

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

Signature

Date



Graphic Design & Production

GES is your one stop exhibit solution partner. Take advantage of our Creative Services Department to enhance your presence on the show floor. Upgrade a show special, or design from scratch. Our team of in-house Designers & Production Technicians, can help you realize your vision quickly and affordably.



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

Please contact our office: 780.469.7767 or email: edmonton@ges.com

Please upload files to: <https://file.ges.com/>
(file must be eps, ai, pdf or psd: fonts must be supplied or converted to outlines)



GRAPHICS AND DESIGN

6292 50th Street, Edmonton, Alberta, Canada, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619
edmonton@ges.com www.ges.com/ca

SHOW: EDMONTON HOME & GARDEN SHOW	DISCOUNT PRICE DEADLINE DATE: MARCH 2, 2018
EXHIBITOR INFORMATION	CREDIT CARD AUTHORIZATION
BOOTH #: _____	<p>A "Credit Card Authorization" form (included in this kit) MUST accompany this completed form.</p> <p>Orders for GES products and/or services will not be accepted without receipt of a completed "Credit Card Authorization" form.</p>
COMPANY _____	
STREET _____	
CITY _____ PROV/STATE _____ CODE _____	
E-MAIL _____	
PHONE _____ FAX _____	
CONTACT NAME _____	

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

STANDARD SIGN PRICE LIST

QTY	Item #	Description	Discount Price	Standard Price	Total
	SIG027	8"W x 11"H vertical sign (with easel)	\$14.25	\$19.00	
	S744	44"W x 7"H horizontal sign (with holes)	\$83.25	\$111.00	
	S2228	22"W x 28"H vertical sign	\$113.00	\$150.50	
	S2844	28"W x 44"H vertical sign	\$145.00	\$193.50	
	SIG028	38"W x 84"H vertical sign (with feet)	\$519.00	\$692.00	

** All prices include delivery to show site.*

CUSTOM GRAPHICS

PLEASE UPLOAD ARTWORK HERE

We offer complete graphics services from Design to Print!

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

- Vinyl or mesh banners for use in your booth
- Backlit graphics for lightboxes and display cases
- Custom fit / contour cut graphics for eye-catching effect
- Printing on specialized / unique material
- Double Sided applications
- Carpet / Floor Decals

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

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

SIGN INFO

*If you do not have a print file to submit, but need copy to be set / basic layout, please write the text and description for your sign order below or attach separate page.

For more information or quote, please email us at: edmonton@ges.com

ALL SIGNS MUST BE PICKED UP FROM OUR ON-SITE EXHIBITOR SERVICES DESK.

Terms & Conditions

- All orders received after the Discount Price Date will be processed at the Standard Price.
- There are no refunds/exchanges on signs.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.

SUBTOTAL	
5% GST	
TOTAL	
GST #R104060264	

Signature

Date



**LABOUR
INSTALLATION AND DISMANTLING**

6292 50th Street, Edmonton, Alberta, Canada, T6B 3J62N7 Tel: 780.469.7767 Fax: 780.469.1619
edmonton@ges.com www.ges.com/ca

SHOW: **EDMONTON HOME & GARDEN SHOW**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

CREDIT CARD AUTHORIZATION

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

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

EXHIBITOR MUST REPORT TO GES SERVICE CENTRE TO RECEIVE THEIR LABOUR

LABOUR RATES ARE CHARGED PER PERSON AT **A MINIMUM CHARGE OF ONE HOUR**. LABOUR OVER ONE HOUR IS CHARGED IN 1/2 HOUR INCREMENTS.
(A 30% SURCHARGE WILL BE APPLIED TO ON-SITE ORDERS)

LABOUR INSTALLATION AND DISMANTLING			
Item #	Item #	DESCRIPTION	PER HOUR
LINREG	LOREG	Straight Time Monday-Friday 6:00am-4:00pm	\$78.25
LINOT	LOOT	Over Time Monday-Friday 4:00pm-12:00am, Saturday & Sunday 6:00am-4:00pm	\$117.25

INSTALLATION	Set Up Drawings or Photos Attached: <input type="checkbox"/> yes <input type="checkbox"/> no
Carrier: _____	Delivery Date/Time: _____ AM PM <small>Day / Date/ Month / Year</small>
SUPERVISION	<input type="checkbox"/> By Exhibitor (Provide Name of Rep): _____ <input type="checkbox"/> By GES 30% surcharge applies <small>(Exhibitor <u>MUST</u> be Present to Supervise) (Exhibitor does <u>NOT</u> have to be present)</small>
DATE/TIME LABOUR REQUIRED:	_____ AM PM <small>Day / Date/ Month / Year</small>
NUMBER OF PEOPLE REQUIRED _____	X HOURS PER PERSON _____ = TOTAL EST. HRS. _____
DISMANTLING	
Carrier: _____	Delivery Date/Time: _____ AM PM <small>Day / Date/ Month / Year</small>
SUPERVISION	<input type="checkbox"/> By Exhibitor (Provide Name of Rep): _____ <input type="checkbox"/> By GES 30% surcharge applies <small>(Exhibitor <u>MUST</u> be Present to Supervise) (Exhibitor does <u>NOT</u> have to be present)</small>
DATE/TIME LABOUR REQUIRED:	_____ AM PM <small>Day / Date/ Month / Year</small>
NUMBER OF PEOPLE REQUIRED _____	X HOURS PER PERSON _____ = TOTAL EST. HRS. _____

Terms & Conditions

- When Exhibitor is supervising labour the Exhibitor must check labour in and out at the GES Service Centre.
- We reserve the right to change labourers and/or rates as shifts change.
- All claims or discrepancies must be settled within one week of show closing.
- Uncancelled labour will be charged a minimum fee of 1 hour per person.
- GES Limits of Liability apply.

EST. SUBTOTAL	_____
5% GST	_____
EST. TOTAL	_____
GST #R104060264	

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

Signature

Date



**IN BOOTH FORKLIFT
INSTALLATION AND DISMANTLING**

6292 50th Street, Edmonton, Alberta, Canada, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619
edmonton@ges.com www.ges.com/ca

SHOW: **EDMONTON HOME & GARDEN SHOW**

EXHIBITOR INFORMATION

BOOTH #: _____
 COMPANY _____
 STREET _____
 CITY _____ PROV/STATE _____ CODE _____
 E-MAIL _____
 PHONE _____ FAX _____
 CONTACT NAME _____

CREDIT CARD AUTHORIZATION

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

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

In-booth forklift service is available to exhibitors requiring assistance with positioning of exhibitor materials within your booth space. **Minimum charge of 1 hour per order.** (Includes installation and dismantling).

THIS SERVICE IS NOT PAID FOR BY SHOW MANAGEMENT

IN BOOTH INSTALLATION AND DISMANTLING

Item #	Item #	DESCRIPTION	PER HOUR
IBIRFL	IBORFL	Straight Time Monday-Friday 6:00am-4:00pm	\$119.25
IBIOTFL	IBOOTFL	Over Time Monday-Friday 4:00pm-12:00am, Saturday & Sunday 6:00am-4:00pm	\$178.75

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

PLEASE COMPLETE THE FOLLOWING:

SUPERVISOR NAME: _____ (EXHIBITOR MUST BE PRESENT TO SUPERVISE)

INSTALLATION TIME REQUIRED: _____
 Day Date Month # of Hours # of Forklifts

DISMANTLING TIME REQUIRED: _____
 Day Date Month # of Hours # of Forklifts

INSTALLATION Start: _____ AM PM Finish: _____ AM PM Est. Total Hours _____

DISMANTLING Start: _____ AM PM Finish: _____ AM PM Est. Total Hours _____

SERVICES OVER 1 HOUR MINIMUM WILL BE CHARGED IN 1/2 HOUR INCREMENTS PER FORKLIFT.

Terms & Conditions

- Exhibitor must check forklift/driver in and out at the GES Service Centre.
- We reserve the right to change labourers and/or rates as shifts change.
- All claims or discrepancies must be settled within one week of show closing.
- GES Limits of Liability apply.

EST. SUBTOTAL	_____
5% GST	_____
EST. TOTAL	_____
GST #R104060264	

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

Signature

Date



GES MATERIAL HANDLING INFORMATION

6292 - 50 St NW, Edmonton, AB T6B 2N7 Phone: 780.469.7767 Fax: 780.469.1619 Toll Free: 877.505.7767 edmonton@ges.com

What is material handling?

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.

What types of material handling do you offer?

Depending on the show and facility, we can provide:

Advanced Show Storage

(you schedule your carrier to ship to our warehouse ahead of time and we bring your shipment to showsite and deliver it to your booth prior to your arrival)

Direct to Showsite

(you schedule your carrier to deliver directly to the showsite and we handle the unloading of your carrier and deliver your shipment to your booth. This service is not available at all venues. Please contact us for confirmation)

Post Show Storage

(we bring your shipment from showsite back to our warehouse where you can schedule your carrier to come pick it up)

Advanced Show Storage

Benefits of Advance Shipping to the GES Warehouse

- Storage of materials for up to 30 days prior to your show.
- Delivery of shipments to your booth by 8:00 AM 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 Warehouse

- Contact your shipper of choice to schedule the shipment.
- Complete the Advanced show storage material handling order form.
- Remove all old shipping and empty storage labels.
- Fill out and attach enclosed Advance 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.
- Do not ship uncrated materials to the warehouse.

Direct to Showsite Shipping

How to Ship to Exhibit Site

- Consign all shipments c/o GES.
- 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.

Post Show Storage

Benefits of Post Show Shipping to the GES Warehouse

- Storage of materials for up to 3 business days after show close date.
- Scheduling carriers to pick up on a weekend or late night show tear out can be difficult
- Some convention centres and hotels do not have facilities for storing freight if it cant be picked up that night.
- Peace of mind knowing your shipment has been collected.
- Avoid forced freight charges.

How to ship Post Show to the GES Warehouse

- Complete the Post show storage material handling order form and send in before show.
- Remove all old shipping and empty storage 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.
- Do not ship uncrated materials to the warehouse.



GES MATERIAL HANDLING INFORMATION

6292 - 50 St NW, Edmonton, AB T6B 2N7 Phone: 780.469.7767 Fax: 780.469.1619 Toll Free: 877.505.7767 edmonton@ges.com

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" deliver 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 prior to end of the show.

Estimating Material Handling Charges

Handling charges are based on the weight of the freight. Shipments are billed by the hundred weight and rounded up to the nearest hundred. Minimum per shipment may apply, see enclosed Material Handling Order Form for details. Please prepay all shipping charges - GES 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 Service centre** or from your GES Service Executive 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.

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 Service centre**. 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, rekrating, 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 has published GES Terms & Conditions of Contract that are in your exhibitor service manual. Please read them carefully. It is recommended that your goods be insured.

Customs & Brokerage Fees

GES is not responsible for the brokerage fees, duty or GST resulting from exhibitor materials entering Canada from another country. GES is not responsible for any delays in delivery of exhibitor materials to show site or the advance warehouse due to Canada Custom inspections or delays resulting from insufficient or improper documentation for shipments entering Canada from another country.

GES CANADA Limits of Liability

- **Liability** - GES is liable for loss or damage to your goods ONLY if the loss or damage was caused by GES negligence.
- **Measure of Damage** - If GES 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:
 - a. 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.
 - b. The lesser of \$0.30 per pound per piece, \$50 per piece, or \$1000 per occurrence.



MATERIAL HANDLING ORDER FORM

6292 50th Street, Edmonton, Alberta, Canada, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619
edmonton@ges.com www.ges.com/ca

SHOW: **EDMONTON HOME & GARDEN SHOW**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____ FAX _____

CONTACT NAME _____

DISCOUNT PRICE DEADLINE DATE: **MARCH 2, 2018**

CREDIT CARD AUTHORIZATION

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

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

A 40% SURCHARGE WILL APPLY TO ALL ORDERS PLACED AFTER THE DEADLINE DATE

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

ADVANCED SHIPMENT(S) TO WAREHOUSE:

- Shipment(s) must be received by: **MARCH 16, 2018**
- Estimated weight of shipment(s) - Rounded up to the nearest 100 lbs:
- Advance warehouse rate: **\$66.00** per 100 lbs. (200lb minimum charge)
- Shipments may arrive on or after: **FEBRUARY 22, 2018**

POUNDS: _____

DIRECT SHIPMENT(S) TO SHOWSITE:

- Shipment(s) may arrive at showsite on: **Please refer to move in schedule**

Straight Time	Over Time
Monday - Friday 8:00am - 4:00pm	Friday 4:00pm - 8:00am
\$114.00 per hour (1 hour minimum charge)	\$114.00 per hour (1 hour minimum charge)
\$159.00 per hour (After deadline price)	\$238.50 per hour (After deadline price)

INCLUDED

POST SHOW STORAGE SERVICE:

- Post show storage rate of: **\$71.50** per 100lbs. (200lb minimum)
- Shipments may be picked up starting on: **MARCH 27, 2018**

POUNDS: _____

**Any shipments not picked up after 3 days will be considered forces freight and subject to additional storage charges*

SPECIAL HANDLING (40% Surcharge Applies to the Entire Shipment)

- Shipments of loose, padded or uncrated materials.
- Special unloading requirements, such as ground and / or side door unloading, constricted or stacked unloading, shipments that need to be broken down.
- All direct and advanced shipments without certified weight tickets or proven inaccurate weight ticket.
- Shipments arriving outside of target dates
- Services ordered after the deadline date.

SMALL PACKAGES: (Maximum 50lbs. / Shipment)

- Rate of: \$40.00 for the First Package
- Rate of: \$10.50 for each additional package (in the same shipment) to a 50lb maximum

PLEASE COMPLETE THE FOLLOWING:

Goods are scheduled for delivery to: Show Site Advance Warehouse

Date goods are scheduled to arrive: _____ Total Weight: _____ lbs. _____ kg.

Month/Day

Carrier Name: _____ Number of Pieces: _____

Terms & Conditions

- Collect shipments will not be accepted.
- GES is not responsible for concealed damage, damage to loose or inadequately packed shipments or loss of merchandise after delivery to booth.
- It is the exhibitor's responsibility to secure and maintain loss & damage insurance coverage for their exhibit properties.
- All claims or discrepancies must be settled at the GES Service Centre prior to show closing.
- GES Limits of Liability & Responsibility apply to this service.

SUBTOTAL	_____
5% GST	_____
TOTAL	_____
GST #R104060264	

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

Signature

Date

ADVANCE WAREHOUSE SHIPPING LABEL

EDMONTON HOME & GARDEN SHOW
Edmonton EXPO Centre

EXHIBIT SHIPMENT FOR ADVANCE WAREHOUSE

SHIPPER: _____
(Name of Company where shipment originates.)

TO: _____
(Name of your exhibiting Company at the show.)

BOOTH NUMBER: _____
(Your booth number at the show.)

C/O: GES/ **Edmonton Home & Garden Show**
6292 50th Street
Edmonton, AB, Canada
T6B 2N7

CARRIER: _____
(Name of your Transportation Company)

NUMBER **OF** **PIECES**

ADVANCE WAREHOUSE SHIPMENTS SHOULD ARRIVE BEFORE:
MARCH 16, 2018
BETWEEN 9AM AND 4PM MONDAY - FRIDAY

DIRECT TO SHOW SITE SHIPPING LABEL

EXHIBIT SHIPMENT FOR DIRECT TO SHOWSITE

SHIPPER: _____
(Name of Company where shipment originates.)

TO: _____
(Name of your exhibiting Company at the show.)

BOOTH NUMBER: _____
(Your booth number at the show.)

C/O: **GES/Edmonton Home & Garden Show 2018**
Edmonton Expo Centre
7515 - 118 Ave
Edmonton, Alberta, Canada
T5B 4X5

CARRIER: _____
(Name of your Transportation Company)

NUMBER **OF** **PIECES**

DIRECT SHIPMENTS TO SHOWSITE TO ARRIVE BETWEEN:

**Please refer to move in schedule
As per Schedule provided by Show Management)**



LIMITS OF LIABILITY & RESPONSIBILITY

1. GES CANADA Exposition Services herein known as GES and its subcontractors shall not be responsible for damage to uncrated materials; materials improperly packed, glass breakage or concealed damage.

2. Relative to inbound shipments, there may be a lapse of time between the delivery of shipment(s) to the booth by GES or its subcontractors and the arrival of the Exhibitor's representative at the booth. Similarly, relative to outgoing shipment(s), it is possible that there will be a lapse of time between the completion of packing and the actual pick-up of materials from the booth for loading onto a carrier. It is understood that during such times the shipment(s) will be left in the booth unattended.

Therefore, it is agreed that GES and its subcontractors are not responsible for the loss or disappearance of Exhibitor's materials after the same have been delivered to Exhibitor's booth, nor are GES and its subcontractors responsible for Exhibitor's materials before they are picked up from the Exhibitor's booth for loading after the show. Consequently, all bills of lading covering outgoing shipment(s) submitted to GES or its subcontractors by Exhibitor will be checked at the time of pick-up from the booth and corrected where discrepancies exist.

3. GES and its subcontractors shall not be held liable for any damage incurred during the handling of equipment requiring special devices to properly load, place or reload unless advance notice has been given to GES in time to obtain the proper equipment.

4. GES and its subcontractors shall not be responsible for loss, delay or damage due to strikes, lockouts or work stoppages of any kind.

5. GES and its subcontractors shall not be responsible for ordinary wear and tear in handling of equipment, nor for loss or damage due to fire, theft, windstorm, water, vandalism, acts of God, mysterious disappearance or other causes beyond their control.

6. It is understood that GES and its subcontractors are not insurers. Insurance, if any, shall be obtained by the Exhibitor. Amounts payable to GES hereunder are based on the scope of the liability as herein set forth and are unrelated to the value of the Exhibitor's property. It is further understood and agreed that GES and its subcontractors do not provide for full liability should loss or damage occur. It is agreed that if GES or its subcontractors should be found liable for loss or damage to Exhibitor's equipment, the liability shall be limited to the specific article that was physically lost or damaged. Such liability shall be limited to a sum equal to \$0.30 per pound per article, with a maximum liability of \$50.00 per item or \$1,000.00 per shipment, whichever is less, as agreed upon damages and exclusive remedy. Provisions of this paragraph shall apply if loss or damage, regardless of cause or origin, results directly or indirectly to property through performance services to

Exhibitor's or from negligence, active or otherwise, by GES, its subcontractors or their employees.

7. GES and its subcontractors shall not be liable to any extent whatsoever for any actual, potential or assumed loss of profits or revenues or for any collateral costs that may result from any loss or damage to Exhibitor's materials which may make it impossible or impracticable to exhibit same.

8. Claims for loss or damage must be submitted to GES by the close of the show. No suit or action shall be brought against GES or its subcontractors more than one year after the cause of action.

9. The Exhibitor agrees, in connection with the receipt, handling, temporary storage and reloading of its materials, that GES and its subcontractors will provide these services as Exhibitor's agent and not as bailee or shipper. If any employee of GES or its subcontractors shall sign a delivery receipt, bill of lading or other document, we agree that GES or its subcontractor will do so as the Exhibitor's agent, and the Exhibitor accepts the responsibility thereof.

10. GES and its subcontractors shall not be liable for shipments received without receipts, freight bills or specified unit counts on receipts or freight bills, such as a courier or van lines. Such shipments will be delivered to booth without guarantee of piece count or condition.

11. Empty container labels will be available at the GES Service Centre. Affixing the labels is the sole responsibility of the Exhibitor or its representative. It is understood that these labels are used for EMPTY STORAGE ONLY, and GES and its subcontractors assume no responsibility for loss or damage to contents while containers are in storage or for mislabelled containers.

12. In order to expedite removal of materials from the show site, GES shall have the authority to change designated carriers, if such carriers do not pick up on time. Where no disposition is made by the Exhibitor, materials will be taken to a warehouse to await Exhibitor's shipping instructions, and the Exhibitor agrees to be responsible for payment of charges relating to such handling at the warehouse. GES assumes no liability as a result of such re-routing or handling.

13. The Exhibitor agrees, in the event of a dispute with GES or its subcontractors relative to any loss or damage to any of your materials or equipment, that the Exhibitor will not withhold payment in any amount due to GES for material handling services or any other services provided by GES or its subcontractors as an offset against the amount of the alleged loss or damage. Instead, the Exhibitor agrees to pay GES prior to the close of the show for all such charges and further agrees that any claim the Exhibitor may have against GES or its subcontractors shall be pursued independently by the Exhibitor as a completely separate transaction to be resolved on its own merits.

The consignment or delivery of a shipment to GES or its subcontractors by an Exhibitor or by any shipper on behalf of the Exhibitor shall be construed as an acceptance by such Exhibitor (and/or other shipper) of the terms and conditions set forth in Sections 1 through 13 above.

Be sure your materials are insured from the time they leave your firm until they are returned after the show. It is suggested that Exhibitors arrange all risk coverage. This can usually be done by riders to existing policies. Contact your insurance representative. Be sure your liability insurance is in effect during transit and return of your materials, during storage and at show site.