



“ We Help Our Customers
Create Successful Events ”

Early-Bird Rates for the ODA – Annual Spring Meeting 2017!

Exhibitors please order your booth services by **April 25th, 2017**, and save up to 36% off!

All orders received two weeks in advance of the event will now be able to save:

36% off Parking Passes

11% off Wired High-Speed Internet Services

There are two convenient ways to order services from us:

Online Ordering

You can save money and time by conveniently ordering your services online! To order online please go to: <http://www.mtccc.com/online-ordering-tool/>. Online ordering closes 3 days before the event moves in.

Exhibitor Forms

You can also order by completing and sending Order Forms to the email or fax provided on them. Blank forms can be downloaded from <http://www.mtccc.com/exhibitors/forms.aspx>

Business Centre Services

Courier, Photocopying and Printing Services

The Business Centre on level 300 is able to assist exhibitors who want to **ship out packages via FedEx, UPS or Purolator**. Exhibitors can ship out through our business centre for a \$40.00 handling fee, plus the courier's direct shipping cost.

At the Business Centre, you may find additional services to meet your needs, for example photocopying, faxing and document printing. We also have office supplies available for purchase.

The Business Centre located in the North Building, on Level 300 (beside Hall C). Hours of operation are Monday – Friday, 8:00am – 5:00pm.