



Western Manufacturing Technology Show

June 4 - 6, 2019

Edmonton EXPO Centre - Hall C

GES is pleased to have been selected as the official service partner by the Show Organizer to design and produce your show. Our goal is to ensure that 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 “exhibitor kit” carefully as it contains information on **Discount Pricing dates** and **order forms** for each of the many services being provided by **GES**.

For your convenience, **GES** is proud to offer the following services:

- ✓ **EXPRESSO Online Ordering**
- ✓ **Rental Exhibits**
- ✓ **Graphics & Design**
- ✓ **Furnishings**
- ✓ **Carpet & Underpad**
- ✓ **Specialty Furnishings**
- ✓ **Accessories & Product Display**
- ✓ **Plants & Floral**
- ✓ **Booth Cleaning**
- ✓ **Labour Services for Install & Dismantle**
- ✓ **In-Booth Forklift Service**

Take advantage of DISCOUNT PRICING by ordering on or before **May 9, 2019.**

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

If you require assistance or additional information, please contact our **Exhibitor Services Department** at **780.469.7767** or **edmonton@ges.com**.



Show Information

WESTERN MANUFACTURING TECHNOLOGY SHOW

Edmonton EXPO Centre

June 4 - 6, 2019

Venue Shipping Address

Edmonton EXPO Centre, HALL C

7515 - 118 Avenue NW

Edmonton, Alberta

T5B 0J2

* See shipping label in the exhibitor manual. Note receiving dates below.

Official Services Contractor

GES	Phone	780-469-7767
6292 50 St. NW	Fax	780-469-1619
Edmonton, Alberta	Web Site	www.ges.com/ca
T6B 2N7 Canada	E-Mail	edmonton@ges.com

Show Information

Booth Size	
Backwall Drape	8ft High Black
Sidewall Drape	3ft High Black
Aisle Carpet Colour	Pepper

Important Dates - Prior to Show

Discount Price Deadline Date	Thursday, May 9, 2019		
Advance Shipments may begin arriving at the Warehouse	Contact Shannon Trotter at TWI Group: 1.905.812.1124 ext. 6401 or strotter@twigroup.com		
Last day for Advance Shipments to arrive at the Warehouse	Contact Shannon Trotter at TWI Group: 1.905.812.1124 ext. 6401 or strotter@twigroup.com		
Direct Shipments may arrive at Exhibit Site	Thursday, May 30, 2019	8AM - 4PM	
Last day for Direct Shipments to arrive at Exhibit Site	Monday, June 3, 2019	8AM - 4PM	

Move-in:

All drivers are required to check-in with GES at Door C1 at Edmonton EXPO Centre

Move-in, Heavy Machinery Only	Thursday, May 30, 2019	8AM - 4PM
Move-in, Heavy Machinery Only	Friday, May 31, 2019	8AM - 4PM
Move-in, Regular Exhibitor	Saturday, June 1, 2019	8AM - 4PM
Move-in, Regular Exhibitor	Sunday, June 2, 2019	10AM - 4PM
Move-in, Regular Exhibitor	Monday, June 3, 2019	8AM - 4PM

*All Exhibits must be complete by 4pm, Monday, June 3rd. Aisle carpet will be laid at 4pm and absolutely no dollies or pump trucks will be permitted in the exhibit area after that time.

Show Days:

Show Day 1	Tuesday, June 4, 2019	10AM - 5PM
Show Day 2	Wednesday, June 5, 2019	10AM - 5PM
Show Day 3	Thursday, June 6, 2019	10AM - 4PM

Move-out:

Regular Exhibitor Move-out	Thursday, June 6, 2019	4PM - 10PM
Move-out, Heavy Machinery	Friday, June 7, 2019	8AM - 4PM

AFTER aisle carpets has been removed on Thursday, June 6th at approximately 5pm, all materials in storage will be returned to the booths.

ALL exhibits must be removed by 4pm on Friday, June 7, 2019.



CREDIT CARD AUTHORIZATION

6292 50 St. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

SHOW: **Western Manufacturing Technology Show**

EXHIBITOR INFORMATION

BOOTH #: _____ Contact Name: _____
Company: _____
Address: _____
City: _____ Prov/State: _____
Code/Zip: _____ Country: _____
Phone: _____ Fax: _____
Email: _____

PLEASE COMPLETE THE FOLLOWING

☐ MASTERCARD ☐ VISA ☐ AMERICAN EXPRESS

CARD #:

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

EXPIRY:

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

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).*

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.

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
- ☐ Plants & Floral
- ☐ Installation & Dismantling Labour
- ☐ In-Booth Forklift
- ☐ Material Handling
- ☐ GES Logistics / Shipping
- ☐ GES Customs

****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 BE PROCESSED WITHOUT THE RECEIPT OF A
COMPLETED "CREDIT CARD AUTHORIZATION"**



THIRD PARTY BILLING

6292 50 St. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

SHOW: **Western Manufacturing Technology Show**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY _____

STREET _____

CITY _____ PROV/STATE _____ CODE _____

E-MAIL _____

PHONE _____

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 #

Address

City

Prov/State

Code/Zip

Authorized Name (print)

Authorized Signature

CREDIT CARD AUTHORIZATION

☐ MASTERCARD ☐ VISA ☐ AMERICAN EXPRESS

EXPIRY DATE: _____

☐ CORPORATE ☐ PERSONAL

CARD #

Cardholder's Name (print)

Cardholder's Signature

Third Party / EAC

Name of Exhibiting Company

Phone #

Address

City

Code/Zip

Authorized Name (print)

Authorized Signature

CREDIT CARD AUTHORIZATION

☐ MASTERCARD ☐ VISA ☐ AMERICAN EXPRESS

EXPIRY DATE: _____

☐ CORPORATE ☐ PERSONAL

CARD #

Cardholder's Name (print)

Cardholder's Signature

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



PAYMENT POLICY INFORMATION SHEET

6292 50 St. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

DISCOUNT PRICING:

To qualify for **Discount Pricing**, orders must be received **with payment in full on or before the deadline date.** After the Deadline Date, orders will be charged the **Standard Prices**. Orders without payment cannot be processed until payment is received and could be charged the **Standard Price**.

METHOD OF PAYMENT:

GES accepts American Express, MasterCard, Visa, Debit Card, Cheques, Bank Wire and Electronic Funds Transfers (EFT).

Exhibitors will be charged a \$25.00 fee for returned NSF cheques.

BANK WIRE AND ELECTRONIC FUNDS TRANSFER INFORMATION:

To properly credit your account, please complete the **BANK WIRE / EFT FORM** included with the GES order forms.

NOTE: *There is a minimum \$20.00 Service Charge (North America) \$40.00 (International) applicable on all Wire and EFTs. Any additional Wire Transfer and EFT fees are the exhibitors responsibility and may vary depending on the processing bank.* Please ensure the transfer is made a minimum of 10 days prior to the show.

PAYMENT SCHEDULE:

Payment for all services must be pre-paid in full. **GES** will not provide Material Handling, In-Booth Forklifts, or Installation and Dismantle Labour Services without your company's

CREDIT CARD AUTHORIZATION FORM

THIRD PARTY BILLING:

Exhibitors may arrange for an Exhibitor Appointed Contractor (EAC) or Third Party to manage your exhibit and order services on your behalf. **GES** will agree to this arrangement provided that the EAC/Third Party makes satisfactory payment arrangements with us. In the event the authorized EAC/Third Party does not pay for GES services as agreed upon, the exhibitor is ultimately responsible for all charges incurred on its behalf. See **THIRD PARTY BILLING REQUEST FORM**.

ADJUSTMENTS AND CANCELLATIONS:

Adjustments to your invoice ***will not be made after the close of the show.*** Some items, services and labour are subject to cancellation fees. Refer to each order form for details.

ALL EXHIBITORS MUST PAY 5% GST ON ALL ORDERS.



ELECTRONIC FUNDS/WIRE TRANSFER FORM

6292 50 St. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

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

Your Company Name: _____
Contact Name: _____
Contact Number: _____
Booth Number: _____ Event Name: Western Manufacturing Technology Show

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.



NOTICE OF INTENT TO HIRE AN EAC
Western Manufacturing Technology Show
June 4 - 6, 2019

An exhibitor appointed contractor (EAC) is a company other than the general or official service provider on the show that requires access to a booth during installation and dismantling. The EAC may only provide services in the facility that are not designated by the facility as exclusive to a designated provider, or by the show organizer in a contract as an exclusive service for the general or official service provider or other 3rd party.

If you are hiring an EAC please submit this form along with a valid Certificate of Insurance to **GES** by 30 days prior to show start. The Notice of Intent to use an EAC must be completed for every third party (as well as any other third party ordering or requesting services from **GES** on behalf of Exhibitor) at the above Show.

Failure to provide the above items may result in restricting the EAC's company personnel from working on the exhibit floor. The EAC may be required to hire installation and dismantling labour from **GES** and may be able to supervise the installation and dismantling only.

All companies are to abide by Canadian Labour laws, and governing union jurisdiction within the venue/facility.

Exhibiting Company: _____ Booth #: _____

Authorized Name & Title: _____

☐ Yes - We will employ the services of (name of EAC): _____

☐ Certificate of Insurance Attached

☐ Certificate of Insurance to Follow

Full Name of EAC: _____

Complete Address: _____

City, Province/State: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

EAC "Show Site" Representative: _____

Type of Service to be performed: _____

Return this form to:

GES c/o **Western Manufacturing Technology Show**

Exhibitor Services Department

6292 50 St. NW, Edmonton, Alberta T6B 2N7

Ph: 780.469.7767

edmonton@ges.com

www.ges.com/ca

GES shall have no liability to any party for damage or injuries caused by exhibitor or its 3rd party agents. It is the exhibitor's responsibility to provide its exhibitor appointed contractors with all show rules and regulations as set forth in the exhibitor space lease and the Exhibitor Service Manual. Exhibitor agrees to indemnify and defend **GES** for the actions of its agents and exhibitor appointed contractors. The exhibitor is responsible for any losses, damages or injuries that are caused by or attributed to exhibitor appointed contractors that are not covered or provided by exhibitor appointed contractor's insurance.



GES CUSTOM EXHIBITS

Take your space from the ordinary, to the extraordinary.

Go ahead, get noticed!



At GES, our Custom Exhibits team will help you to achieve your marketing goals.
Use our experience and expertise to:

- Highlight your brand
- Attract positive attention
- Get the most out of your budget
- Maximize your results

Let's team up to create a fully branded space that maximizes your
visibility on the show floor.

More than a booth; let's create an experience.

Contact **GES Custom Exhibits** today at edmonton@ges.com or **1.877.505.7767**



DISCOUNT BOOTH PACKAGES

6292 - 50 st. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

SHOW: **Western Manufacturing Technology Show**

**DISCOUNT PRICE
DEADLINE DATE:**

May 9, 2019

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form **MUST** accompany this completed form. A copy of the "Credit Card Authorization" form has been included in the kit for your use.

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

DISCOUNT BOOTH PACKAGES



PACKAGE A: 10' X 10'

- 1 - 6' Skirted Table (choice of colour)
- 2 - Fabric Side Chairs
- 1 - Wastebasket
- 1 - 10' x 10' Carpet (choice of colour)

PACKAGE B: 10' X 20'

- 1 - 6' Skirted Table (choice of colour)
- 2 - Fabric Side Chairs
- 1 - Wastebasket
- 1 - 10' x 20' Carpet (choice of colour)

QTY	Description	Discount Price	Standard Price	Total
	Package A - 10' x 10'	\$323.00	\$486.00	
	Package B - 10' x 20'	\$431.00	\$647.00	
PLEASE SELECT YOUR CHOICE OF INFILL PANEL AND CARPET COLOUR:				
Table Colour: <input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Red <input type="checkbox"/> White Carpet Colour: <input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Red				

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% HST	
TOTAL	

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

Signature

Date



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

GES SHOW SPECIALS

SHOW: **Western Manufacturing Technology Show**

**DISCOUNT PRICE
DEADLINE DATE:**

May 9, 2019

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form **MUST** accompany this completed form. A copy of the "Credit Card Authorization" form has been included in the kit for your use.

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



(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'	\$1,058.00	\$1,588.00	
	SS002	Package B - 10' x 20'	\$1,682.00	\$2,355.00	

PLEASE SELECT YOUR CHOICE OF INFILL PANEL AND CARPET COLOUR:

Infill Panel Colour: ☐ White

Carpet Colour: ☐ Black

☐ Blue

☐ Green

☐ Grey

☐ Red

(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.
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- 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.
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- Changes to the structure design or graphics will result in additional fees.

SUBTOTAL	
5% HST	
TOTAL	

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

Signature

Date

10' x 10' Exhibit Rentals

STANDARD



ITEM #GEM001

Model 1

ENHANCED



ITEM #GEM002

Model 2



ITEM #GEM003

Model 3



Choice of coloured infill panels



Black Grey White

Choice of carpet colour



Black Grey Red Blue

To upgrade with graphics,

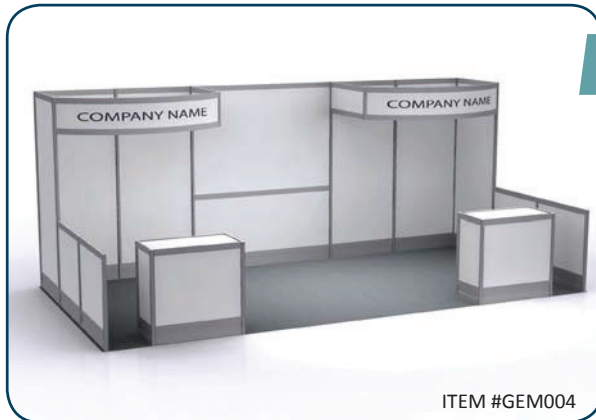
contact our Exhibitor
Services team: 780.469.7767

edmonton@ges.com



10' x 20' Exhibit Rentals

STANDARD



Model 4

ENHANCED



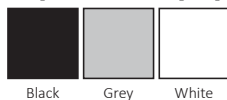
Model 5



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



RENTAL EXHIBITS

6292 - 50 st. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

SHOW: Western Manufacturing Technology Show		DISCOUNT PRICE DEADLINE DATE:	May 9, 2019																					
EXHIBITOR INFORMATION		CREDIT CARD AUTHORIZATION																						
BOOTH #: _____		A "Credit Card Authorization" form MUST accompany this completed form. A copy of the "Credit Card Authorization" form has been included in the kit for your use.																						
COMPANY NAME: _____		Orders for GES products and/or services will not be accepted without receipt of a completed "Credit Card Authorization" form.																						
CONTACT NAME: _____																								
PHONE: _____																								
ALL ORDERS MUST BE PREPAID IN FULL (ORDERS CAN NOT BE PROCESSED UNTIL PAYMENT IS RECEIVED)																								
<table border="1"><thead><tr><th>Model</th><th>Discount Price</th><th>Standard Price</th></tr></thead><tbody><tr><td>Model #1</td><td>\$1,278.50</td><td>\$1,789.50</td></tr><tr><td>Model #2</td><td>\$1,428.50</td><td>\$1,999.50</td></tr><tr><td>Model #3</td><td>\$1,386.00</td><td>\$1,940.50</td></tr><tr><td>Model #4</td><td>\$1,898.00</td><td>\$2,657.00</td></tr><tr><td>Model #5</td><td>\$2,111.00</td><td>\$2,955.00</td></tr><tr><td>Model #6</td><td>\$2,065.50</td><td>\$2,891.50</td></tr></tbody></table>	Model	Discount Price	Standard Price	Model #1	\$1,278.50	\$1,789.50	Model #2	\$1,428.50	\$1,999.50	Model #3	\$1,386.00	\$1,940.50	Model #4	\$1,898.00	\$2,657.00	Model #5	\$2,111.00	\$2,955.00	Model #6	\$2,065.50	\$2,891.50	<div>WOW YOUR AUDIENCE GES Rental Exhibits can be customized to meet your branding & display goals. Design a unique space. Add colour & increase visibility. Boldly market your products & services. Contact our <i>Exhibitor Services Department</i> today to add custom graphics to your Rental Exhibit. GO AHEAD, GET NOTICED. 780.469.7767 edmonton@ges.com</div>		
Model	Discount Price	Standard Price																						
Model #1	\$1,278.50	\$1,789.50																						
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Model #5	\$2,111.00	\$2,955.00																						
Model #6	\$2,065.50	\$2,891.50																						
Rental Exhibits Include: Installation & Dismantling, Solid-Coloured Infill Panels, Carpet, Booth ID Sign (black font on white background) Rental Exhibits do NOT include: Cleaning, Light Fixtures or Electrical Outlets																								
PLEASE INDICATE YOUR CHOICE OF INFILL PANEL & CARPET COLOUR BELOW: (All panel & carpet colours subject to availability)																								
Infill Panel Colour: <input type="checkbox"/> Black <input type="checkbox"/> White Carpet Colour: <input type="checkbox"/> Black <input type="checkbox"/> Blue <input type="checkbox"/> Grey <input type="checkbox"/> Red																								
Models 1, 2, 5: Booth ID Sign to Read: _____																								
Model 4: Booth ID Signs to Read: Left: _____ Right: _____																								
Indicate Date & Time for Arrival: _____																								
<p>You can upload your file(s) to: https://file.ges.com/ Enter edmonton@ges.com in the "Recipient Email Address" field.</p> <p>IMPORTANT: Please enter your company name, event name, event location, booth number, and any other specifics associated with your graphic file under "Comments:"</p>																								

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.

MODEL #:	
SUBTOTAL	
5% HST	
TOTAL	

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

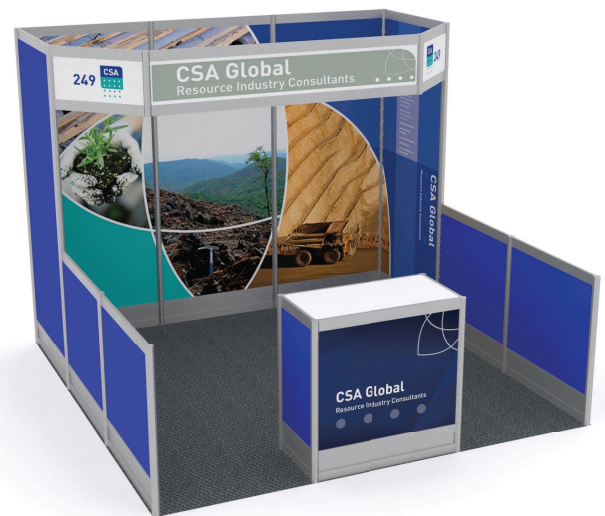
Signature

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 Exhibitor Services team:
780.469.7767 or email: edmonton@ges.com



GRAPHICS AND DESIGN

6292 50 St. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

SHOW: **Western Manufacturing Technology Show**

**DISCOUNT PRICE
DEADLINE DATE:**

May 9, 2019

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

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.

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

STANDARD SIGN PRICE LIST

QTY	Description	Discount Price	Standard Price	Total
	11" x 14"	\$49.00	\$69.00	
	14" x 22"	\$69.00	\$97.00	
	22" x 28"	\$107.00	\$151.00	
	7" x 44"	\$69.00	\$97.00	
	28" x 44"	\$184.00	\$258.00	
	40" x 60"	\$280.00	\$393.00	
	Layout & Design Work / Hour	\$72.00	\$102.00	

* All prices include delivery to show site.

CUSTOM GRAPHICS

PLEASE UPLOAD ARTWORK HERE

We offer complete graphics services from Design to Print!

We can create custom graphics almost any size to fit any of your needs, including:

- Pressure sensitive vinyl (PSV) Booth wraps (the same as vehicle wraps)
- 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

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

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% HST	
TOTAL	

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

Signature

Date



furnishings



Grey Fabric Side Chair



Grey Fabric Counter Stool



Grey Fabric Arm Chair



Steno Chair



30" Round / 30" High
Starbase Table



30" Round / 18" High
Coffee Table



Spandex Cover for
40" High Cocktail
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





6292 50 St. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

FURNISHINGS

SHOW: **Western Manufacturing Technology Show**

**DISCOUNT PRICE
DEADLINE DATE:**

May 9, 2019

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

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
	FFC	Plastic Folding Chair	\$28.00	\$52.00	
	FGFSC	Grey Fabric Side Chair	\$44.00	\$62.00	
	FGFAC	Grey Fabric Arm Chair	\$45.00	\$80.00	
	FGFCS	Grey Fabric Counter Stool	\$97.00	\$136.00	
	FPEDT40	Starbase Table - 30" Round x 40" High	\$97.00	\$136.00	
	FPEDT	Starbase Table - 30" Round x 30" High	\$80.00	\$113.00	
	FCOFT	Starbase Table - 30" Round x 18" High (Coffee Table)	\$62.00	\$86.00	
	FCSH	22" x 28" Chrome Sign Holder (Sign Extra)	\$52.00	\$73.00	
	FESL	Easel	\$44.00	\$62.00	
	FSBD	Gold Ballot Drum	\$80.00	\$113.00	
	FBH	Bag Holder 41"H	\$73.00	\$103.00	
	FCS	1 Pair of Stanchions	\$47.00	\$65.00	
	FWB	Plastic Wastebasket	\$24.00	\$35.00	
	FGR	Garment Rack on Wheels	\$50.00	\$70.00	
	DU8	Baseplate & 8ft High Pole	\$22.00	\$31.00	
	DCB	6ft - 10ft Crossbar	\$17.00	\$24.00	
	FBF	Bar Fridge	\$229.00	\$321.00	

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% HST	
TOTAL	

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

Signature

Date



FURNISHINGS

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

SHOW: **Western Manufacturing Technology Show**

**DISCOUNT PRICE
DEADLINE DATE:**

May 9, 2019

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

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QTY	ITEM #	DESCRIPTION	Discount Price	Standard Price	Total
SKIRTED TABLE 30" HIGH <i>Colour Selection:</i> <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	\$92.00	\$129.00	
	DT6	6 Ft. Long x 2 Ft. Wide	\$102.00	\$142.00	
	DT8	8 Ft. Long x 2 Ft. Wide	\$110.00	\$154.00	
	DTS4S	Skirted Fourth Side Additional Charge	\$40.00	\$56.00	
SKIRTED COUNTER 42" HIGH <i>Colour Selection:</i> <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> SILVER <input type="checkbox"/> WHITE					
	RD4	4 Ft. Long x 2 Ft. Wide	\$105.00	\$147.00	
	RD6	6 Ft. Long x 2 Ft. Wide	\$130.00	\$181.00	
	RD6	8 Ft. Long x 2 Ft. Wide	\$159.00	\$222.00	
	RD4S	Skirted Fourth Side Additional Charge	\$40.00	\$56.00	
NON SKIRTED TABLES 30" HIGH					
	UD4	4 Ft. Long x 2 Ft. Wide	\$73.00	\$103.00	
	UD6	6 Ft. Long x 2 Ft. Wide	\$73.00	\$103.00	
	UD8	8 Ft. Long x 2 Ft. Wide	\$73.00	\$103.00	
NON SKIRTED TABLES 42" HIGH					
	RUD4	4 Ft. Long x 2 Ft. Wide	\$118.00	\$165.00	
	RUD6	6 Ft. Long x 2 Ft. Wide	\$118.00	\$165.00	
	RUD8	8 Ft. Long x 2 Ft. Wide	\$118.00	\$165.00	
CUSTOM BOOTH DRAPING <i>Colour Selection:</i> <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					
	D3	3 Ft. High (Per Linear Ft.)	\$8.00	\$11.00	
	D8	8 Ft. High (Per Linear Ft.)	\$9.00	\$12.00	

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- 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% HST	
TOTAL	

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

Signature

Date



CARPET AND UNDERPAD

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

SHOW: Western Manufacturing Technology Show	DISCOUNT PRICE DEADLINE DATE: May 9, 2019
EXHIBITOR INFORMATION	CREDIT CARD AUTHORIZATION
BOOTH #: _____	<p>A "Credit Card Authorization" form MUST accompany this completed form. A copy of the "Credit Card Authorization" form has been included in the kit for your use.</p> <p>Orders for GES products and/or services will not be accepted without receipt of a completed "Credit Card Authorization" form.</p>
COMPANY NAME: _____	
CONTACT NAME: _____	
PHONE: _____	

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. Inline	\$202.00	\$283.00	
	C1020	10 Ft. X 20 Ft. Inline	\$389.00	\$545.00	
	C1030	10 Ft. X 20 Ft. Inline (Straight Line)	\$569.00	\$797.00	
COLOUR SELECTION: <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> GREEN <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.	\$2.91/Sq. Ft.	\$4.07/Sq. Ft.	
CUSTC				
COLOUR SELECTION: <input type="checkbox"/> BLACK <input type="checkbox"/> BLUE <input type="checkbox"/> GREEN <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.	\$1.25/Sq. Ft.	\$1.76/Sq. Ft.	
CACU				

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

Item #	BOOTH SIZE: _____ Ft. x _____ Ft. = _____ Sq.Ft.	\$0.75/Sq. Ft.	\$1.00/Sq. Ft.	
CAPC				

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 Price Date will be processed at the Standard Price.
- Exhibitor is responsible for all items for the duration of the show.
- No refunds/exchanges on carpets once delivered.
- 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.
- If a colour is not chosen, GES will choose a colour for you. *Carpet colour subject to availability.*

SUBTOTAL	
5% HST	
TOTAL	

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

Signature

Date



SPECIALTY FURNITURE

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SHOW: Western Manufacturing Technology Show	DISCOUNT PRICE DEADLINE DATE: May 9, 2019
EXHIBITOR INFORMATION	CREDIT CARD AUTHORIZATION
BOOTH #: _____	<p>A "Credit Card Authorization" form MUST accompany this completed form. A copy of the "Credit Card Authorization" form has been included in the kit for your use.</p> <p>Orders for GES products and/or services will not be accepted without receipt of a completed "Credit Card Authorization" form.</p>
COMPANY NAME: _____	
CONTACT NAME: _____	
PHONE: _____	

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

QTY	Item #	Description	Discount Price	Standard Price	Total
	41 (EFBS)	Fanback Stool	\$138.00	\$194.00	
	41B (FPEDT)	Cocktail Table 30" Round/40" High	\$97.00	\$136.00	
	42A (EBLBS)	Leather Bistro Stool	\$163.00	\$227.00	
	43A (EGFBS)	Fabric Bistro Stool	\$178.00	\$248.00	
	44B (EBMT)	42" Meeting Table	\$163.00	\$227.00	
	45A (EGFC)	Leather Meeting Chair	\$119.00	\$167.00	
	(EBLHC)	Executive Leather High Back Rolling Chair	\$158.00	\$221.00	
	(EBLS3)	Leather Sofa - 3 Seater	\$271.00	\$380.00	
	(EBLS2)	Leather Sofa - 2 Seater	\$225.00	\$315.00	
	(EBLS1)	Leather Sofa Chair - 1 Seat	\$177.00	\$247.00	
	(ECTC3)	Coffee Table	\$78.00	\$110.00	
	(EETC3)	End Table	\$55.00	\$76.00	
	(FLR)	Literature Rack	\$107.00	\$151.00	
	(GGP)	24" x 72" Grid Panel	\$37.00	\$52.00	
NOTE: 3 Seater Sofa Available Upon Request. On-site orders are subject to availability.					

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% HST	
TOTAL	

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

Signature

Date



GES EXHIBIT ACCESSORIES

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

SHOW: Western Manufacturing Technology Show	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">DISCOUNT PRICE DEADLINE DATE:</td> <td style="width: 50%; text-align: center;">May 9, 2019</td> </tr> </table>	DISCOUNT PRICE DEADLINE DATE:	May 9, 2019
DISCOUNT PRICE DEADLINE DATE:	May 9, 2019		
EXHIBITOR INFORMATION			
BOOTH #: _____ COMPANY NAME: _____ CONTACT NAME: _____ PHONE: _____			
CREDIT CARD AUTHORIZATION			
<p>A "Credit Card Authorization" form MUST accompany this completed form. A copy of the "Credit Card Authorization" form has been included in the kit for your use.</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 #	DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE	TOTAL
	PED001	Pedestal (White) 20"L x 20"W x 28"H	\$99.00	\$138.00	
	PED002	Pedestal (White) 20"L x 20"W x 36"H	\$99.00	\$138.00	
	GPML	Pedestal White 40"L X 40"W (Tops are 20" X 20") (Unit Heights - 16"- 28" & 28"- 40")	\$495.00	\$693.00	
	FSC	Storage Counter (White) 40"L X 20"W X 40"H	\$151.00	\$211.00	
	GSC	Storage Counter (White) 80"L X 20"W X 40"H	\$294.00	\$412.00	
	GCC	Curved Counter (White) 60"L X 20"W X 40"H	\$202.00	\$283.00	
	F99A	99A Showcase (White/Glass) 40"L X 20"W X 41"H	\$202.00	\$283.00	
	F99B	99B Showcase (White/Glass) 40"L X 20"W X 41"H	\$206.00	\$288.00	
	F99C	99C Showcase (White/Glass) 26"L X 26"W X 96"H	\$298.00	\$417.00	
	F99D	99D Showcase (White/Glass) 40"L X 20"W X 96"H	\$421.00	\$590.00	
QTY	ITEM #	DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE	TOTAL
	GWF	Waterfall With Eight Hooks	\$20.00	\$28.00	
	GGP	Grid Panels - 38"W X 44"H White Panels (2" Squares)	\$138.00	\$194.00	
	GGR	Garment Rail 39"W	\$51.00	\$72.00	
	GFS	Shelves - Flat 37"L X 12"W	\$43.00	\$60.00	
	GAS	Shelves - Angled 37"L X 12"W	\$43.00	\$60.00	
	GSWP	Slatwall Panels - 37"W X 96"H Grey (Upgrade for standard panels)	\$119.00	\$167.00	
	GBB	Ballot Bin - 20"L x 20"W x 36"H	\$138.00	\$181.00	
	FCC	Computer Counter	\$171.00	\$239.00	

*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% HST	
TOTAL	

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

Signature

Date



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PLANTS & FLORAL

SHOW: **Western Manufacturing Technology Show**

**DISCOUNT PRICE
DEADLINE DATE:**

May 9, 2019

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

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FLOOR AND TABLE PLANTS

QTY	Item #	Description	Discount Price	Standard Price	Total
	PFP25	2 ft. to 5 ft. Tall	\$70.00	\$98.00	
	PFP68	6 ft. to 8 ft. Tall	\$117.00	\$164.00	
	PFP910	9 ft. to 10 ft. Tall (Indoor Tree)	Call for Quote		
	PBF	Boston Fern	\$62.00	\$86.00	
	PTP	Table Plant - 10"	\$55.00	\$77.00	
	PMUM	Mums	\$40.00	\$56.00	

FLOWER ARRANGEMENTS

	PFFAS	Standard Fresh Flower Arrangement	Call for Quote	
	PFFAP	Premium Fresh Flower Arrangement	Call for Quote	
	PFFAE	Exotic Arrangement	Call for Quote	

PLEASE NOTE: Prices for flowering plants may change depending on type of flowers requested. Please list below the types of flowers you require along with any specific instructions and our Exhibitor Service Department will check on availability and price:

Terms & Conditions

- 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.
- No refunds, exchanges or 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% HST	
TOTAL	

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

Signature

Date



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BOOTH CLEANING

SHOW: **Western Manufacturing Technology Show**

**DISCOUNT PRICE
DEADLINE DATE:**

May 9, 2019

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

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PLEASE NOTE: Carpet will be installed clean, should exhibitor require additional cleaning after set-up, an Initial Cleaning fee will apply.

INITIAL CLEANING SERVICES		DAILY CLEANING SERVICES			ADDITIONAL CLEANING SERVICES	
Completed evening prior to show opening		Completed prior to show opening and every night at the show close for the duration of the show			Completed upon request	
Carpets Vacuumed Wastebaskets Emptied		Carpets Vacuumed Wastebaskets Emptied			For carpet in need of special attention .	
RATES / SQ. FT.		RATES / SQ. FT.			RATES / SQ. FT.	
Discount Price	Standard Price	Booth Sq. Ft.	Discount Price	Standard Price	Discount Price	Standard Price
\$0.40	\$0.56	50 - 600 Sq. Ft.	\$0.61	\$0.84	Call for Quotation	
		601 - 1000 Sq. Ft.	\$0.51	\$0.71		
		Over 1000 Sq. Ft.	\$0.42	\$0.59		
Chip Drum Removal		Discount Price	Standard Price	# of Days	# of Drums	
\$48.00 per Drum		\$48.00	\$67.00			

SELECT SERVICE REQUIRED:

☐ Initial Cleaning
 ☐ Daily Cleaning
 ☐ Additional Services

_____ @ _____ = _____
 Total Sq. Ft. of Booth Price per Sq. Ft. Total

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% HST	
TOTAL	

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

Signature

Date



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LABOUR INSTALLATION AND DISMANTLING

SHOW: **Western Manufacturing Technology Show**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

CREDIT CARD AUTHORIZATION

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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 40% SURCHARGE WILL BE APPLIED TO ON-SITE ORDERS)

LABOUR INSTALLATION AND DISMANTLING

Item #	Item #	DESCRIPTION	DISCOUNT PRICE	STANDARD PRICE
LINREG	LOREG	Straight Time Monday-Friday 8:00am - 4:00pm	\$110.00	\$154.00
LINOT	LOOT	Over Time Monday-Friday 4:00pm - 8:00am, Saturday & Sunday	\$164.00	\$229.00

INSTALLATION

Set Up Drawings or Photos Attached: ☐yes ☐no

Carrier: _____ Delivery Date/Time: _____ AM PM
Day / Date/ Month / Year

SUPERVISION

☐By Exhibitor (Provide Name of Rep): _____ ☐By GES **30% surcharge applies**
(Exhibitor **MUST** be Present to Supervise) (Exhibitor does **NOT** have to be present)

DATE/TIME LABOUR REQUIRED: _____ AM PM
Day / Date/ Month / Year

NUMBER OF PEOPLE REQUIRED _____ X HOURS PER PERSON _____ = TOTAL EST. HRS. _____

DISMANTLING

Carrier: _____ Delivery Date/Time: _____ AM PM
Day / Date/ Month / Year

SUPERVISION

☐By Exhibitor (Provide Name of Rep): _____ ☐By GES **30% surcharge applies**
(Exhibitor **MUST** be Present to Supervise) (Exhibitor does **NOT** have to be present)

DATE/TIME LABOUR REQUIRED: _____ AM PM
Day / Date/ Month / Year

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.

SUBTOTAL	_____
5% HST	_____
TOTAL	_____

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

Signature

Date



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IN BOOTH FORKLIFT INSTALLATION AND DISMANTLING

SHOW: **Western Manufacturing Technology Show**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

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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 8:00am - 4:00pm	\$202.00
IBIOTFL	IBOOTFL	Over Time Monday-Friday 4:00pm - 6:00pm, Saturday & Sunday 8:00am - 4:00pm	\$256.00

A 40% 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.

SUBTOTAL	_____
5% HST	_____
TOTAL	_____

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

Signature

Date



6292 50 St. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

IMPORTANT – PLEASE READ CAREFULLY

MATERIAL HANDLING SERVICE INFORMATION

Exhibitors are permitted to receive and unload their own shipment(s) providing a representative of their company is present to receive the shipment(s) at the time of delivery, and they are able to unload their shipment(s) without the use of a forklift.

If unable to meet these requirements, GES has been appointed by Show Management to perform these services for the Western Manufacturing Technology Show at the expense of the exhibitor.

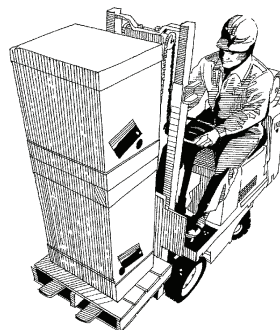
Material Handling services are billed per each shipment received, per each forklift used, based on a 1 hour minimum charge (including move in and move out).

Please note: billing is based on Straight Time, Over Time or Double Time depending on the date and time the shipment(s) are received.

Material Handling Service Includes

- UNLOADING OF YOUR CARRIER & DELIVERY TO YOUR BOOTH
- REMOVING OF EMPTY CONTAINERS/CRATES/SKIDS FROM BOOTH TO STORAGE
- RETURNING OF EMPTY CONTAINERS/CRATES/SKIDS TO BOOTH AFTER SHOW
- RETURN OF YOUR CONTAINERS/CRATES/SKIDS TO THE LOADING DOCK
- RELOADING OF SHIPMENT(S) FROM DOCK TO CARRIER

If this additional service is required please fill out the **Material Handling Order Form included in this kit.**



**MATERIAL HANDLING - UP TO 5,000LBS.**

6292 - 50 st. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

SHOW: **Western Manufacturing Technology Show**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form **MUST** accompany this completed form. A copy of the "Credit Card Authorization" form has been included in the kit for your use.

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

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

MATERIAL HANDLING SERVICE WILL BE AVAILABLE TO ASSIST EXHIBITORS WITH IN AND OUT HANDLING OF EXHIBITOR MATERIALS AT A **MINIMUM CHARGE OF ONE HOUR** PER SHIPMENT **PER FORKLIFT DRIVER**. SERVICES OVER 1 HOUR WILL BE CHARGED IN 1/2 HOUR INCREMENTS. (INCLUDES MOVE-IN AND MOVE-OUT).

THIS SERVICE IS NOT PAID FOR BY SHOW MANAGEMENT

All Rates Include Forklift Driver

MATERIAL HANDLING HOURLY

Item #	Item #	DESCRIPTION	Rate Per Hour
MHIRF	MHORF	Straight Time Monday-Friday 8:00am - 4:00pm	\$214.00
MHIOTF	MHOOTF	Over Time Monday-Friday 4:00pm - 8:00am, Saturday & Sunday	\$271.00

A 30% SURCHARGE WILL APPLY TO THE FOLLOWING:

- Shipments that are uncrated, stacked, pad-wrapped or contain loose pieces.
- Material Handling orders placed on-site.

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% HST	
TOTAL	

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

Signature

Date

**GES****HEAVY MACHINERY HANDLING
(OVER 5,000 LBS.)**

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

HEAVY MACHINERY HANDLING SUGGESTIONS FOR A SMOOTH/COST EFFECTIVE SHOW

Please ensure that your staff and technicians responsible for loading or for preparing the booth at the show have been given a copy of this list. If you follow the basic rules provided, the experience should be a good one and your costs will be kept to a minimum.

- 1) Loading Please ensure your trucks are loaded friendly for removal.
IE: On at least 4 – 6" blocking, fork pockets turned to side of trailer bed.
*(Boom lifts take more time than forks)
- 2) Special Rigging Please ensure any special rigging that makes the installation of your equipment easier has been shipped with your equipment and that the technicians are aware.
(ie: Spreaders)
- 3) Skidding & Boxes Skidding and Boxes require additional work to remove.
Either leave skidding on equipment or reduce their use.
BOXES & SKIDDING MUST BE KEPT OUT OF THE AISLES.
- 4) Labelling Be sure all additional components that you will want stored away from your booth (ie: skids, containers, boxes etc.) are clearly labelled to avoid delays in finding them. Please label clearly with Large Print the company name and booth number.
- 5) Final Placement Take the time to be sure of the exact final location of your machinery, **BEFORE WE ARRIVE.** Relocating machinery is costly.
- 6) Authority Please instruct the person in charge during installation that they have your authority and that they will be signing for the work performed in that booth. Maintain all copies of TIME SHEETS so that you have a record for your company.
- 7) Planning Plan your work prior to our arrival to minimize the amount of wasted time due to decision making. This will also minimize the number of return visits.
- 8) Organize Organize your truckloads to match your booth expectations.
Good organization at home will be more cost effective than trying to organize at the show.
- 9) Credit Cards Be sure you have completed the credit card section of our Heavy Machinery Handling order form. This helps to eliminate any on-site delays relating to payment.
- 10) Payments All payments will be required on Credit Card or Certified Cheque prior to the reloading of any equipment.

Your cooperation on these matters is necessary, and for your own benefit.



HEAVY MACHINERY HANDLING (OVER 5,000 LBS.)

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

SHOW: **Western Manufacturing Technology Show**

EXHIBITOR INFORMATION

BOOTH #: _____

COMPANY NAME: _____

CONTACT NAME: _____

PHONE: _____

CREDIT CARD AUTHORIZATION

A "Credit Card Authorization" form **MUST** accompany this completed form. A copy of the "Credit Card Authorization" form has been included in the kit for your use.

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

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

HEAVY MACHINERY HANDLING SERVICES:

The following services are available to Exhibitors based on a minimum 2 man crew, for a 1 hour minimum each.

STRAIGHT TIME

Monday - Friday
8:00am - 4:00pm

OVERTIME

Monday - Friday: 4:00pm - 8:00pm
Saturday & Sunday

Rigger/Millwright

\$132.00 per hour

\$194.00 per hour

Forklift with Operator: (5,000lb - 15,000lb)

\$216.00 per hour

\$297.00 per hour

Forklift with Operator: (15,000lb - 30,000lb)

\$286.00 per hour

\$390.00 per hour

Forklift with Operator: (30,000lb - 40,000lb)

\$378.00 per hour

\$460.00 per hour

Forklift with Operator: (40,000lb - 80,000lb)

\$583.00 per hour

\$874.00 per hour

Additional Notes for Heavy Machinery Handling Orders:

- 1) All work will be performed with a minimum of a two-man crew, consisting of a forklift operator and foreman rigger.

To maintain a "Safety First" environment, heavy lifts (requiring forklift capacity in excess of 35,000 pounds), complex lifts and any lift requiring more than one forklift, will require additional manpower for a safe operation. Additional manpower will be assigned at the discretion of GES.

- 2) All Crews – One-hour minimum will apply.

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

Terms and 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% HST	
TOTAL	

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

Signature

Date



2019 WMTS: MOVE-IN HEAVY EQUIPMENT REGISTER

(LIST ONLY INDIVIDUAL PIECES OF EQUIPMENT WEIGHING OVER 5,000 LBS.)



Deadline to submit form: May 9, 2019

[illegible]

PLEASE RETURN COMPLETED FORM TO:

edmonton@ges.com or Fax: 780.469.1619

MOVE-IN TIME WILL BE ALLOTTED ONLY WHEN COMPLETED FORM IS RECEIVED AT GES OFFICE.
RETAIN A COPY OF COMPLETED FORMS FOR YOUR RECORDS



COMPLIMENTARY BOOTH DRAPERY

6292 50 St. NW, Edmonton, Alberta, T6B 2N7 Tel: 780.469.7767 Fax: 780.469.1619 Toll Free: 1.877.505.7767
edmonton@ges.com www.ges.com/ca

All exhibitors with in-line or peninsula booths can receive complimentary drapery for the back and sides of their exhibit space. To ensure that the correct requirements are met for your booth, this form must be submitted by **May 9, 2019** to confirm your order.

On-site orders for drapes may be subject to a \$50.00 surcharge, depending on availability.

Additional requirements such as drapery used to protect machines or enclose booths, are the responsibility and cost of the exhibitor and must be ordered directly through GES by using the correct GES order form.

**Standard drape colour for
Western Manufacturing Technology Show 2019 is Black**

Check ONE of the following:

- ☐ NO, we do not require draping for our booth
- ☐ YES, we require 8' high back drape and rails only
- ☐ YES, we require 3' high side drape and rails only (max. of 12 ft. of side rail only)
- ☐ YES, we require BOTH 8' high back drape AND 3' high side drape

FORM COMPLETED BY: _____

COMPANY: _____

ADDRESS: _____

CITY: _____ PROV: _____ POSTAL: _____

PHONE: () _____ FAX: () _____ BOOTH NO. _____

EMAIL, FAX OR MAIL NO LATER THAN **May 9, 2019** TO AVOID ON-SITE CHARGES.

Email: edmonton@ges.com

Fax: 877.469.1619

Mail to: GES Canada
ATTN: Exhibitor Service Department
6292 50 St. NW
Edmonton, AB T6B 2N7

PLEASE DO NOT INCLUDE A COVER PAGE

To help you plan your exhibit, lay out your exhibit to scale on the following page. Below is an example showing what should be included on the grid. A copy of your layout should be sent to GES and your EAC, if applicable. Also notify GES of any special requirements that will need pre-show attention. Be sure to include your booth number on the grid and outline the perimeter of your exhibit in a heavy black line.

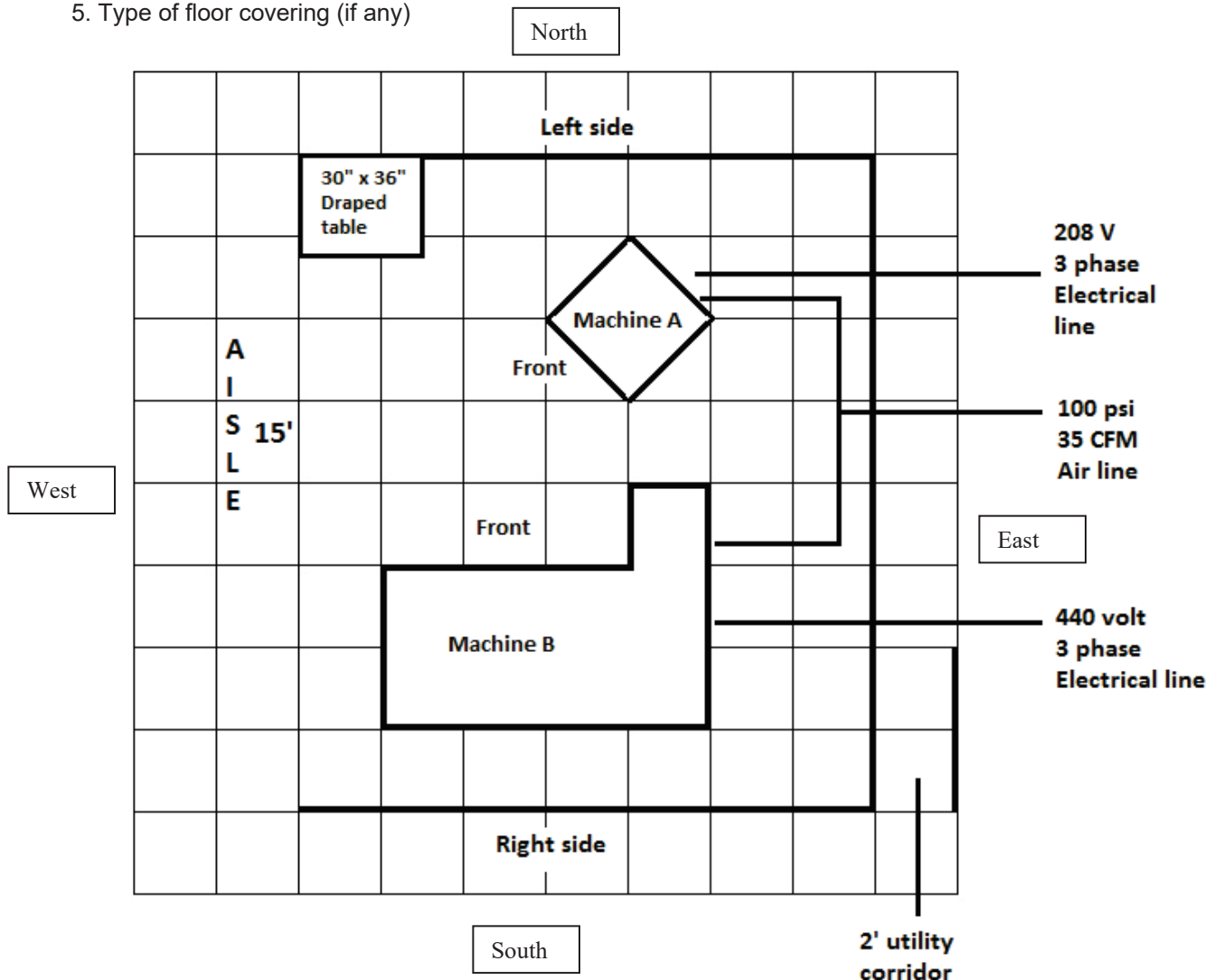
Please email your grid to **Eric Isaksen at eisaksen@ges.com.**

Company _____ Booth # _____

Person responsible _____ Scale: 1 square = _____

These items should be considered when planning your exhibit:

1. Machinery positions and viewing areas for demonstrations
2. Office or desk area and telephone location
3. Air, electrical and water lines
4. Walk thru traffic flow
5. Type of floor covering (if any)





Please email your grid to Eric Isaksen at eisaksen@ges.com.

These items should be considered when planning your exhibit:

[illegible]



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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.