

2022 Alberta Snowmobile & Off Road Show

*All New Dates and Times

October 14-15 (2 Full days)

Friday, Noon – 9pm · Saturday, 9am-9pm

Book Before June 1st and receive a \$50 Credit (Ask Us!)

New SHOW HOURS:

Thursday, October 13th - MOVE –IN (8am-9pm) Friday Oct.14th (8am-10am)

Friday, October 14 - Noon – 9pm

Saturday, October 15 - 9am – 9pm

MOVE OUT - Sat 9pm-12am/Sun 8am - Noon

EXHIBIT SPACE – SIZES & PRICING

10 X 10 Booth: \$1000.00

10 x 20 Booth: \$2000.00

10 x 30 Booth: \$3000.00

10 x 40 Booth: \$3600.00

10 x 50 Booth: \$4500.00

20x30(600sqft) \$4200.00

601 sqft+ – Request Quote

Corner Booths are an Additional \$100 per corner

****NEW BOOTHS (10x5) front wall only - \$500**

Exhibit Space Includes (NEW)

One 800-Watt, 120 Volt Electrical Outlet,
8-Foot Back Drapes and 4- Foot Side Drapes (Black),
except corner booths.

1-8'skirted table, 2 chairs

1-2 Day Exhibitor Parking Pass/10x10. Max 4.

Note - (10x5 Booths – replaced with 4'table).

EXHIBITOR I.D's

Exhibitor I.D's are issued free of charge to exhibit personnel only on the following basis:

10 x 10: 4 ID's

10 X 20, 10x30: 6 ID's

10 x 40 Booth: 8 ID's

Additional ID's may be purchased for \$10.00 each.

NOTE: Lost or stolen ID's will be charged for; it is the responsibility of each booth to ensure that their staff all have their show ID's upon entering their booth.

PARKING PASSES

Parking passes are issued free of charge to exhibit personnel based on the following eg.:

10 x 10 Booth: 1 Parking Pass

10x20 Booth: 2 Parking Passes

Max 4 for bulk booths.

Additional parking passes may be purchased online at:

www.edmontonexpocentre.com/exhibitors/

1. LOCATION

Edmonton EXPO Centre; 7300 – 116 Avenue, Edmonton, AB, T5B 4X4, (780) 471-7377.

2. MOVE-IN/MOVE-OUT – Complimentary Move in Coffee from 8am - Noon

Regular Move-In begins on **Thursday, October 13 at 8:00 a.m. until 9 p.m.** If you have a vehicle in your display or need a forklift to deliver supplies to your booth space, please contact **Peri Price at**

peri.edmsledshow@gmail.com and arrange early move-in times. If you require forklift or other services, **you** are responsible for making those arrangements prior to move-in day and incurring those costs. Move-Out on Saturday, October 15th **AFTER** the show is officially closed at 9:00 p.m until midnight and continues Sunday Oct. 16th from 8am to Noon. Please do not dismantle any part of your booth display until show close. Your co-

operation in this matter is greatly appreciated. Exhibitors must have all booths and inventory removed from the Edmonton EXPO Centre by Noon on October 16th, 2022 or will be subject to extra fees.

3. BUILDING ACCESS/EXHIBITOR PARKING

Parking passes are not required for move-in day. Exhibitors can **access Hall FGH overhead doors for move-in & move-out only**. There is **NO** permanent parking behind these overhead doors for exhibitors; all vehicles must be moved as soon as the booth supplies have been delivered and off-loaded.

Parking passes are required for all exhibitors during the two days of the Show. Depending on how many booths you have purchased, **parking pass(es) are included** with your booth purchase. If you required additional parking pass(es) than the allotted ones given for your booth purchase, you may purchase additional ones at www.edmontonexpocentre.com/exhibitors/. A parking pass **does** allow in and out privileges.

4. ADVANCE SHIPPING & MATERIAL HANDLING

Prior to move-in day, arrangements for receipt of goods and any material handling (forklifts, dollies, etc.) that may be necessary can be organized through our Décor contractor. The Exhibitor is responsible for any and all costs involved.

5. ADDITIONAL POWER – 1 Power included (NEW for 2022)

Please contact SHOWTECH Power & Lighting (780) 429-1162 prior to move-in day for any **additional** power requirements for booth space. SHOWTECH provides other services as well (banner hanging/manlift, spotlight rentals, water/gas).

6. INTERNET

Internet/Wi-Fi needs to be arranged (for a fee) prior to move-in day through Encore Global. Please pre-order hardline and wireless internet directly through Simon.Hollington-Sawyer@Encoreglobal.com. Single day (24 hours) or multiple day packages are available. Click here for the [Encore Global](#) order form.

7. SECURITY SERVICES

Security will be provided during non-show times, beginning on Thursday, October 13th, 2022 continuing until Noon on Sunday, October 16th. Exhibits and their contents are the responsibility of each exhibitor. Be sure your insurance is in force and do not leave valuables in exhibit space overnight on move out. Exhibitor ID's must be worn to gain access to the exhibit floor **before, during and after show hours**. No exceptions!

8. BOOTH DISPLAYS/SIGNAGE

All Edmonton Fire Department regulations must be adhered to and is necessary for all tents to have a ***permanently attached label*** indicating conformance to **CAN/ULC-S109, Flame Tests of Flame-Resistant Fabrics and Films**. During the event safety walkthroughs, prior to the show, any exhibitors with tents or canopies without the proper labeling are removed from the show floor immediately upon discovery. Exhibitors are permitted to display professional signage representing their products **ONLY** in those areas for which they have contracted space. The top of all signage and display material must not exceed 8 feet overall in height

from the floor on the back or 4 feet overall in height from the floor on the sides. **Any exceptions must be pre-approved by the Show Management.** Signage on the side of an exhibit must not block the view to the next exhibitor.

9. BOOTH INSURANCE

Neither Show Management nor the building owners will accept responsibility for injury to persons, loss or damage to products, exhibits, equipment, or decoration, by fire, accident, theft, or any other cause while in the building. Exhibitors or their agents must provide adequate insurance on their own personal exhibits and materials against all such hazards. Having your insurance is recommended. If you are obtaining additional insurance, it must have the following information.

Certificate of Liability Insurance:

\$2,000,000.00

Certificate Holder:

***Explore Edmonton Corporation and the City of Edmonton, 3rd Floor,
9990 Jasper Avenue, Edmonton, AB, T5J 1P7***

Description of Operation or Location:

2022 Alberta Snowmobile Show, October 13-15th, 2022

Additional Insured Name:

Alberta Snowmobile Association, 11759 Groat Road NW, Edmonton, AB, T5M 3K6

10. STAFFING EXHIBITS

It is recommended that exhibitors staff their booths at all times during the hours of the Show. Security issues may arise when booths are not “manned”. Exhibitors are reminded that neither Show Management nor the Edmonton EXPO Centre assume any responsibility for losses; therefore, exhibitors should take all reasonable precautions to protect their own property.

11. EXHIBITOR ID(Wrist Bands) AND PARKING PASSES

Allotted exhibitor ID's (wrist bands) and parking passes will be available for pick-up at the Show Office commencing at 9:00 a.m. on Thursday, October 13th, 2022. The Show Office is located in the main concourse of the Edmonton EXPO Centre. If you require additional exhibitor wrist bands than the allotted ones for your booth space, you may purchase them in advance or on site by VISA or MasterCard.

If you require additional parking passes, please purchase them online at

www.edmontonexpocentre.com/exhibitors/.