

Conference Dates: Wednesday, October 3rd & Thursday, October 4th, 2018. **Exhibitor Setup:** Tuesday, October 2nd, 2018
Location: Scotiabank Convention Centre, 6815 Stanley Avenue, Niagara Falls, Ontario

PLEASE PRINT CLEARLY

COMPANY NAME			
COMPANY CONTACT PERSON (Staff Name to Appear in the on-site SHOW GUIDE)			
MAILING ADDRESS			
CITY	PROV/STATE	POSTAL CODE/ZIP	DAYTIME TELEPHONE
EMAIL	WEBSITE		FAX
NATURE OF BUSINESS			
<input type="checkbox"/> Yes, I give permission for the CGC to communicate EXHIBITOR & conference related material via email. <input type="checkbox"/> Yes, I give permission for the CGC to share this email with authorized exhibitor service providers for the 2018 show only.			

All further communication regarding exhibitor details will be directed to the person & email address below.

CONTACT NAME	CONTACT EMAIL
CONTACT NAME FOR ACCOUNTING (if different than above)	ACCOUNTING EMAIL

BOOTH PRICING

- ❖ **Booth Cost:** \$1175 + 13% HST per 10' x 10' booth before March 20th || \$1475 + 13% HST per 10' x 10 booth after March 20th
- ❖ **Booth Cancellations:** No refunds after August 1st. Prior to August 1st, \$200 / per booth administration fee deducted from refund.

# OF '10 x 10' BOOTHS REQUESTED _____	REQUESTED LOCATION <input type="checkbox"/> 2017 Location <input type="checkbox"/> Requesting a move - prefer Booth #'s
SINGLE BOOTH EXHIBITOR (full payment required upon registration)	<input type="checkbox"/> Full payment prior to March 20 th : \$1175 x 13% HST = \$1327.75 (Canadian Funds) <input type="checkbox"/> After March 20 th : \$1475 x 13% (HST) = \$1666.75 (Canadian Funds)
EXHIBITORS OUTSIDE North America (single transaction regardless of # of booths)	<input type="checkbox"/> Single payment: # of booths _____ x \$1175 (\$1475 after March 20) x 13% HST = \$ _____ CANADIAN FUNDS
MULTIPLE BOOTH EXHIBITORS (choose one of the 2 options for payment)	<input type="checkbox"/> Deposit with balance invoiced: # of booths _____ x \$500 deposit per booth = \$ _____ CANADIAN FUNDS . Balance due August 1 st . OR <input type="checkbox"/> Full payment: _____ # of booths x \$1175 (\$1475 after March 20) x 13% HST = \$ _____ CANADIAN FUNDS

PROOF OF INSURANCE is MANDATORY

- Yes** - Exhibitor Company has Liability Insurance Coverage with the Canadian Greenhouse Conference, Scotiabank Convention Centre & the Corporation of the City of Niagara Falls named as additional insurers.

Insurance Company Name _____ Policy Number _____

PAYMENT METHOD

- Visa MasterCard Cheque (payable to the "Canadian Greenhouse Conference" in **Canadian Funds**)

CARD #	EXPIRY
NAME ON CARD	SIGNATURE

Complete details at www.GreenhouseConferenceConference.com – Exhibitor pricing, Exhibitor Manual (after July 1st)

Send completed form by mail, email or fax by March 20th for 'Early Bird' prices

Carol Pupo, Executive Coordinator, Canadian Greenhouse Conference

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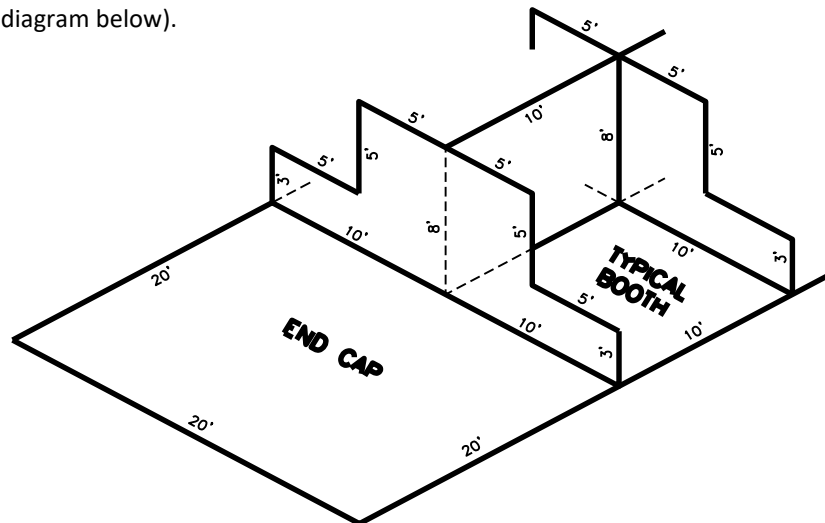
MANDATORY for Exhibitors to Follow the Booth Space Usage Regulations
Noncompliance will result in losing prime booth space

1. Booth Spaces

- Booth spaces available as single (10' x 10') or multiples.
- Pipe & drape backs are 8' high, side are 8' high for 5' & then drop to side rails that are 3' high (diagram).

2. End cap booth draping (4 booths +) – considered prime booth space

- Back drapes for end cap booth spaces will be 8' high in the centre 10', with 5 feet of 3' high drapes on each side (diagram below).



3. Exhibitors at end of aisles with 2 spaces

- Face the aisle. They are not oriented as an end cap.

4. Booth Space Usage - Good Neighbour Regulations

- Exhibits must not obstruct the view of, or interfere with other exhibits.
- Exhibits can be built to, but not exceeding, the perimeter of the booth & must conform to the **height restrictions** set out in the '**1 for 1 Rule**'.
- Any place where you abut a neighbour (*including those across an aisle*) the '**1 for 1 Rule**' applies.
- For purposes of determining height restrictions:
 - All aisles are considered to be 7 feet wide.
 - If there is no actual curtain, the base height is 3'. *i.e.*: Regular 10' x 10' booth. (Note: Booth space has an 8' curtain at the back & 8'/3' high/low side curtains.) You have a vertical banner that is 10' high (*this is 2' taller than the back curtain height*) & 2' wide, that you want to place in your booth. As long as the banner is a minimum of 2' away from your 8' curtains, the banner could be placed anywhere in the back half of the booth. You also have a piece of machinery that is 4' tall, that you want in the front area of your booth. It needs to be placed a minimum of 1' in from the 3' high side curtains; & a 6' high literature rack, if placed in the front half of your booth, will need to be a minimum of 3' from the 3' high side curtains.

5. Greenhouse Structures, because they have walls you can see through, have separate regulations

- Greenhouse Structures can be built to, but not exceeding, the perimeter of the booth.
- There can be **no covering on the roof or vents**. Fire Marshal regulations require the ceiling sprinkler system to be able to penetrate the whole booth area.
- Please contact SCCN Show Management, if the greenhouse structure is over 20 ft. high, because you will need pre-authorized approval from the SCCN operations department.
- Side & back wall **coverings for greenhouses** must be 'clear & colourless with no signage' or meet the '**1 for 1 Rule**'.

For Questions & Clarification Contact

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