

2019
**EXHIBITOR INFORMATION
PACKAGE**



2019 HAISLA LNG
CONFERENCE/
TRADESHOW &
CAREER FAIR

Self Determining Through Economic Development

JOIN US AT THE TAMITIK RECREATION CENTRE
IN KITIMAT, BC FROM APRIL 2ND – 4TH 2019
FOR THE LARGEST ABORIGINAL/PRIVATE SECTOR
BUSINESS NETWORKING EVENT IN BC!

SHOW SCHEDULE

As we expect a large amount of traffic during the Welcome Reception on April 2nd you should staff your booth between 6pm – 8pm. During the networking sessions on the afternoons of April 3rd and 4th, you should be prepared to staff your booths between 1pm - 5pm.

Exhibitor Move - in:

April 2nd between 10am - 5pm

**** All exhibits must be fully installed by 5pm on April 2nd.**

Exhibitor Tear down:

April 4th from 4:30pm onwards.

****TEAR DOWN:** EXHIBITORS WHO LEAVE OR COMMENCE DISMANTLING THEIR EXHIBITS BEFORE 4:30PM ON APRIL 4TH WILL BE FINED \$200.

Please don't disrupt the exhibition by leaving early. All exhibit materials must be removed or labeled for removal no later than Noon on April 5th.

EXHIBIT ASSIGNMENT

All Exhibit space is preassigned. The Conference organizers reserve the right to make any changes to the exhibit floor plan they deem necessary.

EXHIBIT INFORMATION

Exhibit spaces are 6' deep x 10' wide including full back and side drapes, one 8' skirted table and two side chairs.

THE FOLLOWING ITEMS ARE INCLUDED WITH TRADE SHOW REGISTRATION:

- **Pipe and drape back-drop**
- **One table and two chairs**
- **One complimentary conference registration**
- **Listing in the official conference agenda**

****You can have as many staff as you wish at your booth, but only 1 delegate per exhibitor registration can access the conference proceedings and food service.**

Please talk to one of our staff who will be on-site during setup at the registration desk if you require Internet access and/or any other assistance. If you require power at your exhibit space contact us prior to March 15th, 2019 to make arrangements. Please note that the venue may charge extra for power, once we confirm that we will let you know

****Please note that the exhibits are in a public space, so we can't guarantee the safety of any items you leave unattended at your booth.**

EXHIBIT RULES AND REGULATIONS:

An exhibit display is considered to be contained in the space as contracted. No display material exposing an unfinished surface to nearby booths will be permitted. Displays must be contained within the exhibit space, which in the opinion of the conference organizers does not interfere with other exhibitors' displays.

Storage:

Exhibitors will not be permitted to store boxes or packing crates that are visible to attendees. Boxes and crates must be placed in storage and must be properly labeled for storage. Storage space will be assigned by the conference organizers.

Giveaways/Door Prizes:

Samples, catalogues, pamphlets, souvenirs, etc. may be distributed by exhibitors. Exhibitors interested in conducting prize draws, awards for providing contact information etc. are responsible for complying with all applicable laws. Announcements of prize draws on the exhibit hall floor will be at the sole discretion of the conference organizers.

SHIPPING INFORMATION

We will provide shipping information in December once we have finalized our logistics partner.

As the Event Managers for this conference, we are there to assist you in any way we can.

We appreciate your support by exhibiting and we will ensure you get as much value from your time with us as possible.

Should you require assistance at any time with your setup or breakdown, please feel free to call my Toll Free at 866-284-8322 or Text me on 250-878-9908.

Thank you and we look forward to seeing you at the event.

Regards
Geoff Greenwell

geoff@2ggroup.ca
866-284-8322

EXHIBITOR FLOOR PLAN

