

Exhibitor Check List - Vancouver



all forms are enclosed in your exhibitor kit!

Ordered/Submitted

Send To:

- | | | |
|--------------------------|--|---|
| <input type="checkbox"/> | Final Payment
DUE: November 03, 2008 | Payable to Canwest Trade Shows |
| <input type="checkbox"/> | Exhibitor Badges
DUE: December 12, 2008 | Canwest Trade Shows -- Fx.403.246-3856 or office@canwesttradeshows.com |
| <input type="checkbox"/> | Door Prize Information
DUE: December 12, 2008 | Canwest Trade Shows -- Fx.403.246-3856 or office@canwesttradeshows.com |
| <input type="checkbox"/> | Equipment Order Form
DUE: December 8, 2008 | Canwest Trade Shows -- Fx.403.246-3856 or office@canwesttradeshows.com
(carpet, tables, booth vaccuuming etc.) |
| <input type="checkbox"/> | Electrical Order Form
DUE: 7 Days Prior to Move In | Vancouver Convention & Exhibition Centre -- Fx.604.647.7325 |
| <input type="checkbox"/> | Phone Lines
DUE: 7 Days Prior to Move In | Vancouver Convention & Exhibition Centre -- Fx.604.647.7325 |
| <input type="checkbox"/> | Parking Passes
DUE: 7 Days Prior to Move In | Citi Park --Ph. 604.684.2251 Fx. 604.684.2254 |
| <input type="checkbox"/> | Hotel Reservations
DUE: December 15, 2008 | The Best Western Downtown Vancouver
Telephone: 604.666.9888 Fax:604.669.3440 |





#1 SHOW MANAGEMENT

The **Taboo...The Naughty But Nice Sex Show** is managed and produced by Canwest Trade Shows Inc.

Terra Connors General Manager
Darryl Rosengreen Show Director

2010 Broadview RD NW
Calgary, Alberta T2N 3H8

Ph: (403) 242-0859
Toll Free: 1-800-626-1538
Fax: (403) 246-3856
Toll Free Fax: 1-800-659-7942

Email: info@canwesttradeshows.com
www.canwesttradeshows.com

#2 SHOW FACILITIES

Vancouver Convention Centre (VCEC)
Canada Place, Hall A, B & C
999 Canada Place
Vancouver, BC V6C 3C1
Ph# 604-647-7206

#3 TELEPHONE & INTERNET SERVICES

Exhibitors must make their own arrangements for telephone booth service. Please refer to the **VCEC Order Form and Telus Hot Spot Form Enclosed.**

#4 ELECTRICAL SERVICE

If power is required – please order through the **VCEC Order Form** enclosed.

**VERY IMPORTANT
PLEASE NOTE:**

Taboo...The Naughty But
Nice Sex Show is a

Dark Show (dim lighting)

If you require additional lighting
please make your own arrangements

#5 SHOW CONTRACTOR

The official Show contractor is Canwest Trade Shows Inc. We are responsible for the following: furniture rentals (tables, chairs, etc.), draping, on-site labor and cleaning. We will also be responsible for drayage. – Please see the enclosed forms.

ONLY Pipe &Drape is included with your booth set- up. Any additional requirements or required changes to pipe/ steel must be made in advance (ie: 8ft side walls, change rooms, ect.)

See your Equipment Order Form Attached.
Charges will apply to any on-site orders.

Floor-covering is MANDATORY.
Exhibitors can supply their own floorcovering- OR- refer to the attached Equipment Order Form for rental information & prices.

NOTE: Exhibitors are responsible for any damage to equipment rented and will be charged accordingly (ie: carpet stains, broken chairs, ect.)

Note: All Sidewalls will be 3' high to the aisle. Please bring appropriate shelving, backwall etc.

**A Standard 10x10 Booth includes:
8' high backwall drape**

For further information please contact us directly:

Canwest Trade Shows Inc.
2010 Broadview RD, NW
Calgary, Alberta, T3Z 3L6
Ph: (403) 242-0859
Toll Free: 1-888-999-5513
Fax: (403) 246-3856

Onsite orders have a surcharge and must be paid in full by cash or credit card.

All on-site orders are to be placed with the Show Office.

#6 SIGNS

All booth signage is to be professionally made. We suggest you order your signs well in advance of the show.

BANNERS- Cannot always be hung over your exhibit due to the limitations of the ceiling beams. All signage and banners must be hung a minimum of 11 feet above the floor. Banners must be 3 feet less than your booth width, one sided only (unless you are an island exhibit). Signage must not appear in adjacent exhibits. Any banners or signage deemed inappropriate will be removed at the exhibitor's expense.

#7 SHOW HOURS

VANCOUVER

Thursday Jan 15, 2009 5:00 pm – 12 Midnight
Friday Jan 16, 2009 5:00 pm – 12 Midnight
Saturday Jan 17, 2009 12 Noon – 12 Midnight
Sunday Jan 18, 2009 12 Noon – 6:00 pm

#8 MOVE-IN

VANCOUVER

Thursday 8:00 am – 5:00 pm

Show Opens 5pm on Thursday!

A limited number of dollies and carts are available to use on a first come, first serve basis. Security guards will be posted at move-in doors.

Exhibitors may enter the exhibit hall 2 hours prior to Show opening, however all exhibits are to be setup by 5:00 pm on Thursday evening.

Please Note:

Once Aisle Carpet is laid down – dollies will NOT be permitted.

#9 MOVE-OUT

VANCOUVER

Sunday 6:00pm – 12 Midnight

No materials may be left on location past 12 Midnight Sunday night.

No removal or dismantling of exhibits or exhibit materials will be permitted before the end of the Show.

Exhibitors are strongly urged to remove all cartons and cases of product from the building immediately after the close of the Show.

While Show Management will take all reasonable security measures to safeguard small items, immediate removal of such items will minimize the possibility of loss from pilferage.

PLEASE NOTE the special instructions under the heading of "Insurance."

#10 SPACE APPLICATIONS

Show Management reserves the right to accept or reject applications at any time.

PAYMENT OF EXHIBIT SPACE MUST BE PAID IN FULL BEFORE NOVEMBER 3, 2008.

#11 ALTERATIONS TO BUILDING

Painting, nailing, drilling, or screwing to the floor, walls or any part of the building is not permitted except by prior written approval of both Show Management and Building Management.

#12 BOOTH CONSTRUCTION

A. HEIGHT

Inline booths may reach a maximum of 8' in height. Island booths may be over 3' in height. Perimeter booths may be 10' in height.

B. SIGNAGE

Must be incorporated into your exhibit design and height of 8'. Signage must not appear in adjacent exhibits.

C. DRAPE

All booths will be supplied with 8' high draping at the back and 3' high on the sides. No draping is allowed on the aisle side of the booths. Any variation or changes in the standard draping are at the exhibitor's expense. Nothing is to be pinned or stapled to the drape -"S" hooks are available from Canwest Trade Shows.

#13 EXHIBITOR BADGES

Please indicate how many exhibitor badges your company requires - to a maximum of 6 per 10x10 – on your Exhibitor Badge Form (enclosed).

Exhibitor badges are required to gain access to the Show – and must be worn at all times.

Please submit the enclosed Exhibitor Badge Form by December 12,2008.

Exhibitor badges are available for pick-up at the Show Office during move-in.

Please Note:

Exhibitor Badges are for working booth staff ONLY.

Vancouver – Taboo...The Naughty But Nice Sex Show – Exhibitor Kit...2

#14 ADMISSION PRICES

Adults \$20.00

Advance Tickets \$15.00

On-line orders only

www.taboosexshow.com

#15 SAMPLES, SOUVENIRS AND SOLICITING

Soliciting of business and/or distribution of samples and souvenirs will not be permitted in the aisles, the parking lots or in another exhibitor's booth, but must be confined to the exhibitor's own space.

Please note nudity is prohibited by the facility.

Please ensure all models/staff are covered. (g-strings, pasties, etc.)

#16 ELECTRICAL EQUIPMENT

Regulations made by the Labour Electrical safety branch, provide that all electrical equipment operating at the show be approved. Equipment that is approved by the CSA and bears that association's mark of approval is acceptable to the commission.

#17 CUSTOMS

Exhibit booths and equipment-from outside Canada, may be brought in for the purpose of the show only without payment of duty under standard procedure. Please consult with Canada Customs.

If you require a Customs Broker for assistance with paperwork and shipment clearance into Canada, please contact **Livingston Event Logistics** at 604-687-5535, Toll Free 800-663-0301, Fax 604-687-1463.

#18 CARRIERS

The official carriers appointed by Show Management are:

Reimer Express
Contact: Kelly Miller
Ph: 905-795-6040
Toll Free: 1-800-665-8374

***Ask about the Canwest/Taboo Naughty but Nice Quotes!**

Please ship all materials directly to the Show Facilities address (see #2) – please include your full company name and booth number. Shipments will be accepted during Move-In.

#19 CLEANING

ONLY the aisle carpet will be cleaned (vacuumed) at the end of each night – arrangements for your own booth can be made through Canwest Shows. Please see the attached forms.

#20 HANDLING OF EXHIBITS, MATERIALS AND EQUIPMENT

Should your display require the use of heavy duty unloading equipment, you are requested to notify management in advance of show time so that arrangement can be made to have it available.

Forklift Rental is available.

Please complete the attached Forklift Request form. **All move-in shipments requiring forklift service must be received between 8am-12pm Thursday, Jan 4th, 2009.**

Costs of renting and operating such equipment must be borne by the exhibitor.

Exhibitors who can supply their own trucks and dollies are urged to do so.

Canwest Trade Shows provides a limited number of dollies on a first come first served basis.

NEW

Canwest Shows will clear skids and packaging from the aisles after move in.

Any Skids & Packaging for Storage must be clearly marked for STORAGE or it will be recycled.

#21 INSURANCE

Show Management, Taboo...The Naughty But Nice Sex Show, Vancouver Convention Center and the City of Vancouver will not be responsible for injury to persons, loss or damage of products, exhibits, equipment or decorations by fire, accident, theft or any other cause while in the show building or it's environs.

Note: Exhibitors must consult with their own insurance broker to ensure that they are insured against all risks to either personnel or equipment and public liability.

#22 SECURITY

Security guards will be on site 24-hours a day and in the building during the opening hours of move-in, show hours and move-out.

Show Management, however cannot assume any responsibility for losses incurred from pilfering or any other causes.

#23 FIRE REGULATIONS & FLAMEPROOFING

For further information on fire regulations, please contact the Show Facility.

#24 DRAWS OR CONTESTS

Exhibitors offering draws in-booth are required to provide their own entry forms, draw boxes and signage for their prize draws.

Please Note, winning announcements will not be made over the facility sound system due to Seminars & Stage events.

If you are participating in Door Prizes please submit the enclosed Door Prize Form by December 12, 2008.

#25 PARKING

Parking Passes may be purchased from Citipark (order form attached).

#26 PRESS RELEASES AND PHOTOGRAPHS

Exhibitors are urged to provide Show Management with press clippings and photographs of any new products being shown. Photos must have cut line copy attached.

#27 ADMIT ONE Admittance Tickets

Included with your Exhibitor Kit are approximately 100 ADMIT ONE Admittance Tickets (\$20 value each). These free tickets are courtesy of Canwest Shows and are meant for your client base & preferred customers only.

**Please Note:
Resale or dispersing tickets on-site or during Show Hours is strictly prohibited.**

#28 SLANDER/ DEFAMATION

Character and/ or Company slights and insults of any kind will not be tolerated. Any exhibitor responsible for the above will have their exhibit space cancelled (non-refundable) from the show.

#29 HOTEL ARRANGEMENT

The Best Western Downtown Vancouver
718 Drake ST
Vancouver, B.C., V6Z 2W6

Telephone: (604) 666-9888

Toll Free: (888) 669-9888

Facsimile: (604) 669-3440

Email: welcome2@bestwesterndowntown.com

Website: www.bestwesterndowntown.com

Single/Double Room \$89.00
Cut Off is December 15, 2008

Complimentary Perks with Hotel Include:

- Wireless and hardwire internet access
- Access to Computer station
- Local Calls
- Underground Secured Parking
- Gift: In-Room Bottled Water from IRD

COMPANY NAME _____

Vancouver
January 15-18 '09

EXHIBITOR BADGES

There will be a charge of \$2.00 per badge after the deadline - with proceeds going to charity.

Exhibitors Receive:
6 Complimentary Exhibitor Badges
Extra Badges may be purchased at \$5.00 each.

Please Print Clearly

Booth #: _____ **Sq. Ft** _____

Please provide the **Names** of any Exhibitors working your Booth.
If names are not provided generic badges will be made.

Exhibitor #1 _____	#7 _____
#2 _____	#8 _____
#3 _____	#9 _____
#4 _____	#10 _____
#5 _____	#11 _____
#6 _____	#12 _____

Please Attach a Cheque or Visa/MasterCard # when ordering additional passes. **Thank you!**

All badges can be picked up at the Show Office during move-in.

DOOR PRIZES



Donate Door Prizes (minimum \$25 value) and YOU will be entered to WIN an additional 10x10 booth in next years Show!

We would like to submit the following Door Prize(s):

DESCRIPTION: _____

TOTAL VALUE: \$ _____

If you wish to participate - please complete and fax back this form & we will include your submission in the **Show Guide!**

PLEASE COMPLETE THIS FORM BY DECEMBER 12, 2008

Mail or Fax to:
Canwest Trade Shows Inc.
2010 Broadview Rd NW, Calgary AB T2N 3H8
Ph. (403)242-0859 Fx: (403) 246-3856

OR **Email** all information to:
office@canwesttradeshows.com



SHOW FURNITURE & EQUIPMENT ORDER FORM

Canwest Shows Inc. is please to welcome you to **The 2009 Vancouver Taboo..Naughty but Nice Show.**

Your standard 10'x10' exhibit booth includes:
 8' high backwall drape – **black/silver** 3' high sidewall drape – **black/silver**

For any additional booth furniture and equipment orders - please complete the form below. This form must be completed and returned to our office with full payment no later than **DECEMBER 8th, 2008.**

Company _____ Contact _____
 Show Name _____ **2009 Vancouver Taboo..Naughty but Nice Show** _____
 Ph. () _____ Fx.() _____ BOOTH # _____ Size (sq') _____

Furniture Rentals:

PRICES GUARANTTED UNTIL DECEMBER 8TH, 2008

Please Note:

All orders On-Site are subject to a 25% rate increase.

All discrepancies and/or claims must be finalized prior to Show closing.

Orders will not be processed unless payment is received in Full

	Cost	Quantity	Total
Fully Equipped Booth (If not previously ordered)			
Carpet, Table, 2 Folding Chairs	\$125.00 / booth		
Tables	Skirted/Non		
8' Tables	\$42.00/\$20.00		
8' Table Lock *	\$92.00		
(*skirting folds over table top & locks for additional overnight security)			
6' Tables	\$38.00/\$15.00		
4' Tables	\$33.00/\$10.00		
Folding Plastic Chairs	\$8.00		
Carpet (grey)			
10' x 10' standard	\$70.00		
10' x '20' standard	\$140.00		
Bulk Carpet			
Booth Size ___' x ___'	\$0.70 per sq. ft.	_____ sq. ft.	
Booth Vacuuming (daily)	\$0.15 per sq. ft. per day	_____ sq. ft.	
Booth Size ___' x ___'			
		Subtotal	
		GST	
		TOTAL	

PAYMENT
 Payment must be included with all orders.
Cheque Enclosed: (Payable to CANWEST SHOWS INC.)
 Chq. # _____ Amount \$ _____ Dated: _____
Visa/MC _____ Exp. _____
 Card Holder _____
 I hereby authorize CANWEST SHOWS INC. to process payments as per the above Total to my Visa/MC _____ (initial)

SHOW SPONSORSHIP OPPORTUNITIES

□ VANCOUVER

COMPANY NAME _____ CONTACT _____

	COST
Entrance Banner \$500.00 Exhibitor to supply Banner. Positioned at Main Entrance of Show. Size Restrictions 2'H x 4'W max.	\$
Seminar Banner \$300.00 Exhibitor to supply Banner. Positioned at the Seminar Theatre (on show floor). Size Restrictions 2'H x 4'W max.	\$
Show Guide Recognition \$200.00 Exhibitor Logo recognition on front cover of Official Show Guide *Please provide a jpeg or tiff copy of your company logo by email.	\$
Show Banner \$200.00 Exhibitor to supply Banner. Positioned on the Show Floor. Size Restrictions 2'H x 4'W max.	\$
Website Logo & Link \$100.00 Exhibitor Logo and link to www to be established on the specific Show Website *Please provide a jpeg or tiff copy of your company logo by email.	\$
SUBTOTAL	\$
GST 5%	\$
TOTAL	\$

<u>PAYMENT INFORMATION:</u>	PAYMENT MUST BE RECEIVED IN FULL
Visa/MC _____ Expiry _____ Cardholder _____ Signature _____	
Cheque Attached <input type="checkbox"/> Chq # _____ \$ _____ Dated _____	

Mail or Fax or Email
Canwest Trade Shows Inc.
 2010 Broadview Rd NW Calgary, AB T2N 3H8
 Ph: 403.242.0859
Fax: 403.246.3856 EMAIL: office@canwesttradeshow.com



MATERIAL HANDING

FORKLIFT RENTAL

Move-in \$50.00
Move-out \$50.00
Move-in/Move-out \$75.00

Plus GST

COMPANY NAME _____

CONTACT PERSON _____

BOOTH # _____

ALL SHIPMENTS MUST BE RECEIVED BETWEEN 8AM – 12PM MOVE IN DAY.

Please Note:

	Cost	GST	TOTAL
Move-in	\$50.00	\$3.00	\$
Move-out	\$50.00	\$3.00	\$
Move-in/Move-out	\$75.00	\$4.50	\$
TOTAL COST			\$

All discrepancies and/or claims must be finalized prior to Show closing.

Orders will not be processed unless payment is received in Full

PAYMENT

PAYMENT MUST BE INCLUDED WITH ALL ORDERS

Cheque Enclosed:

Chq. # _____ Amount \$ _____ Dated: _____

Visa/MC

Exp. _____

Card Holder _____

I hereby authorize CANWEST TRDAE SHOWS INC. to process payments as per the above Total to my Visa/MC _____ (initial)

FAX COMPLETE FORM IN BY JANUARY 1ST, 2009

Cheques Payable to

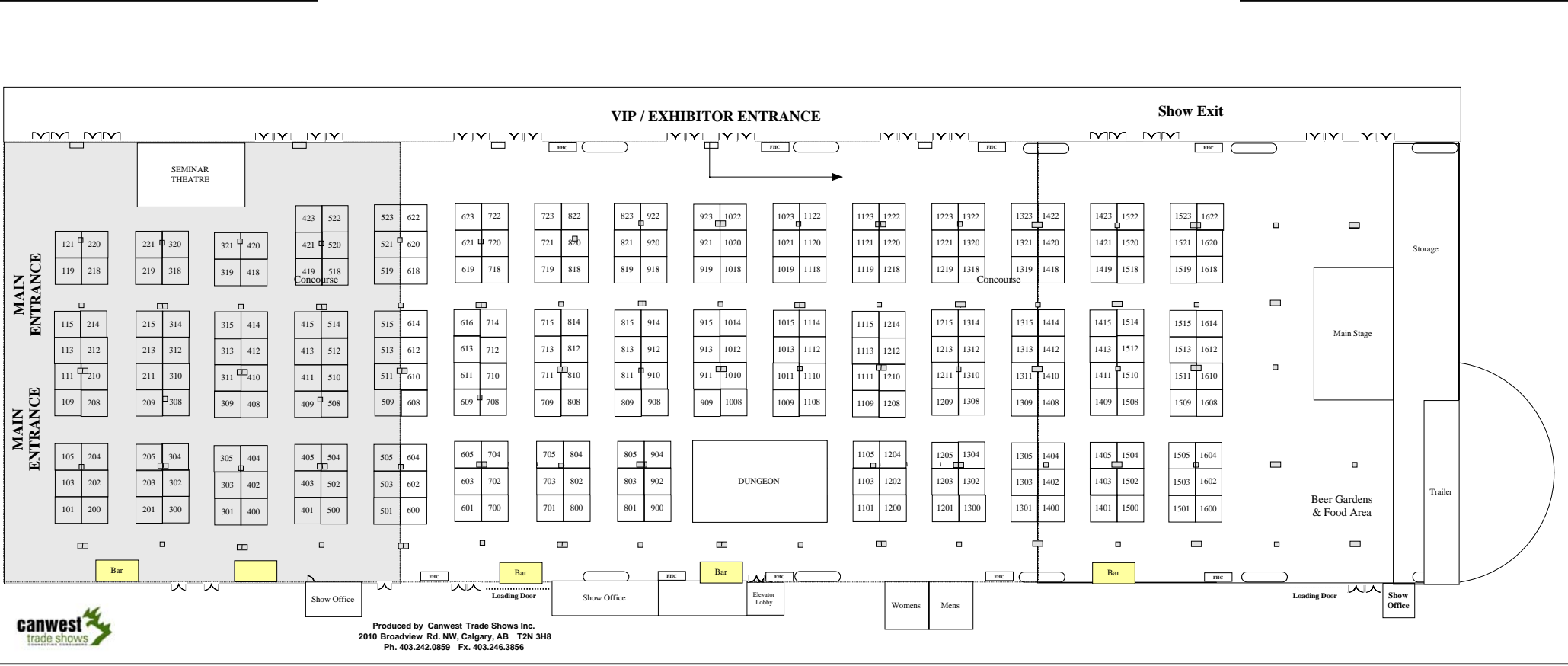


2010 Broadview NW, Calgary, Alberta. T2N 3H8

Phone (403)242-0859 Fax (403)246-3856

Email info@canwesttradeshows.com www.canwesttradeshows.com

Vancouver Taboo Show
Vancouver Convention Center - Exhibition Halls A, B & C
2009



Produced by Canwest Trade Shows Inc.
2010 Broadview Rd. NW, Calgary, AB T2N 3H8
Ph. 403.242.0859 Fx. 403.246.3856



**VANCOUVER CONVENTION
& EXHIBITION CENTRE**

INTERNET REQUEST 2008

This form is your official invoice – please keep a copy for your records
All Prices Subject to Applicable Taxes
All Prices Subject to Change Without Notice
(Please see reverse side for terms & conditions)

EVENT #

EVENT INFORMATION:

EVENT NAME: _____

BOOTH NUMBER: _____

EVENT DATES: _____

Include Booth Plan if possible.

CUSTOMER INFORMATION:

COMPANY NAME: _____

COMPANY ADDRESS: _____

Street City Province/State Postal/Zip Code

CONTACT NAME: _____ TELEPHONE #: _____

E-MAIL: _____ FAX #: _____

ORDER INFORMATION:

NOTE: **Orders placed less than seven days prior to the event are charged at the Standard Rate.** Payment must accompany order form. Customer is responsible for providing all equipment for networking computers.

INTERNET SERVICES (Supplied to rear of booth)

Number Required	Discount Rate	Standard Rate
-----------------	---------------	---------------

Total Amount	VCEC Use Only

HIGH SPEED LAN SEGMENT ACCESS

Computer must be equipped with an Ethernet Card. Service includes one (1) IP Addresses. VCEC uses **STATIC IP ADDRESSING**. VCEC will supply one Cat 5 connection per HIGH SPEED LAN SEGMENT ACCESS.

_____ @ \$ 800.00 \$ 850.00 =

ADDITIONAL IP ADDRESSES/DEVICES

Note: Each device accessing the Internet must be counted, regardless of whether it receives a VCEC IP Address. e.g. Client using their own DHCP Router.

_____ @ \$ 50.00 \$ 50.00 =

PATCH CABLES, HUBS, ROUTERS, NETWORK CONNECTIONS, BOOTH CABLEING, SPECIAL ORDERS (T1, PRIVATE HIGH SPEED)

On Request

OTHER SERVICE CHARGES: _____

@

WIRELESS HOT SPOT – CONTACT TELUS 1-888-253-4937

PAYMENT INFORMATION:

Make cheques payable to:

To fax your form or for further inquiries:

SUB TOTAL

VCEC

200 – 999 Canada Place
Vancouver, B.C. Canada
V6C 3C1

Call (604) 647-7206

Fax (604) 647-7325

7% PST

5% GST (#R100432764)

Discount Rate applicable up to 7 days prior to move-in date. Make all payments in Canadian Funds. All orders must be accompanied by payment.

TOTAL CANADIAN

- Cash Cheque Money Order
 Visa MasterCard American Express Bank Wire Transfer # (Add \$10.00 Service Charge to total) _____

Credit Card Number: _____ Expiry Date: _____

Print Name as it Appears on Card: _____

I hereby authorize the VCEC or its agents to install the service(s) described above and agree to assume complete responsibility for all charges for service.

Authorized Signature: _____ Print Name and Title of Authorized Representative

TERMS & CONDITIONS

1. Requests for service and special arrangements at the advance rate must be received no less than seven (7) days prior to scheduled arrival time for move-in. Otherwise, the standard rate applies to each service.
2. Complete information must be provided on the Telephone/Internet Order Request Form to ensure prompt processing of the order. Incomplete information will delay processing.
3. Conditions for processing service order forms:
 - a) Payment for service must accompany service orders.
 - b) For new service required at time of show please call (604) 647-7299 or visit the VCEC Service Desk located on the floor of your show during scheduled move-in times.
4. Credit will not be given for service installed and not used.
5. The Customer will be fully responsible for the safekeeping of any equipment during the show and its prompt return at the close of the show to VCEC personnel.
6. It is understood that if after assignment, VCEC must change a pre-assigned I.P. address, the Customer has no recourse for compensation against VCEC. Every effort will be made to maintain the originally assigned address.
7. Only VCEC personnel are authorised to modify system wiring or cabling.
8. Material and equipment furnished by VCEC for this service order shall remain the property of VCEC.
9. Customer shall not and shall not permit any of its users or other third parties to:
 - (a) disclose private communications without permission to parties other than the intended recipient, or the disclosure of confidential information;
 - (b) restrict or inhibit any other user from using and enjoying the Internet;
 - (c) post or transmit any unlawful, threatening, abusive, libelous, defamatory, obscene, pornographic, or profane information of any kind, including without limitation any transmissions constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any local, provincial, state, national or international law, including without limitation, export control laws and regulations;
 - (d) post or transmit any information or software that contains a virus, worm, cancelbot or other harmful component;
 - (e) upload, post, publish, transmit, reproduce, or distribute in any way, information, software or other material obtained through the Internet which is protected by copyright or other proprietary right or derivative works with respect thereto, without obtaining permission of the copyright owner or rightholder; or
 - (f) abuse or fraudulently use the Internet in any way not specifically set forth above.
10. Limitation of Liability
 - (a) Customer understands that Customer and its users may access the Internet through the service. Customer understands further that neither the VCEC nor its Internet Service Provider operate or control the Internet in any way, and that all merchandise, information and services offered or made available or accessible on the Internet are offered or made available or accessible by third parties.
 - (b) Customer assumes total responsibility and risk for Customer's and its users' use of the service and the Internet. Neither the VCEC nor its Internet Service Provider make any express or implied warranties, representations or endorsements whatsoever (including without limitation warranties of title or noninfringement, or the implied warranties of merchantability or fitness for a particular purpose) with regard to any merchandise, information or service provided through the Internet, and neither the VCEC nor its Internet Service Provider shall be liable for any cost or damage arising either directly or indirectly from any such transaction. It is solely Customer's and its users' responsibility to evaluate the accuracy, completeness and usefulness of all opinions, advice, services and other information, and the quality and merchantability of all merchandise, provided on the Internet generally.
 - (c) Customer understands further that the Internet contains unedited materials some of which are sexually explicit or may be offensive to some people. Customer and its users access such materials at their own risk. The VCEC and its Internet Service Provider have no control over and accept no responsibility whatsoever for such materials.
 - (d) The service is provided on an "as is" and "as available" basis without warranties of any kind, either express or implied, including but not limited to warranties of title, noninfringement or implied warranties of merchantability or fitness for a particular purpose. No advice or information given by the VCEC or its Internet Service Provider or their affiliates or their contractors or their respective employees shall create a warranty. Neither the VCEC nor its Internet Service Provider warrants that the service will be uninterrupted or error free or that any information, software or other material accessible on the Internet is free of viruses, worms, trojan horses or other harmful components.
 - (e) Under no circumstances shall the VCEC or its Internet Service Provider or their affiliates or contractors be liable for any direct, indirect, incidental, special, punitive or consequential damages that result in any way from Customer's or its users' use of or inability to use the service or to access the Internet or any part thereof, or Customer's or its users' reliance on or use of information, services or merchandise provided on or through the service, or that result from mistakes, omissions, interruptions, deletion of files, errors, defects, delays in operation, or transmission, or any failure of performance.
 - (f) Without in any manner limiting the express limitations contained in this section, neither the VCEC nor its Internet Service Provider shall be liable to Customer or its users or any other parties for any:
 - (i) act or omission of a telecommunications carrier whose facilities are used in establishing connections;
 - (ii) disclosure of private communications to parties other than the intended recipient, or the disclosure of confidential information;
 - (iii) restriction or inhibition imposed by a third party;
 - (iv) posting, transmittal or receipt of any unlawful, threatening, abusive, libelous, defamatory, obscene, pornographic, or profane information of any kind, including without limitation any transmissions constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any local, provincial, state, national or international law, including without limitation, export control laws and regulations;
 - (v) posting or transmittal of any information or software that contains a virus, worm, cancelbot or other harmful component;
 - (vi) uploading, downloading, posting, publishing, transmittal, reproducing, or distributing in any way, of information, software or other material obtained through the Internet which is protected by copyright or other proprietary right or derivative works with respect thereto;
 - (vii) infringement of patents or other proprietary rights; or
 - (viii) abuse or fraudulent use of the Internet in any way not specifically set forth above.



**VANCOUVER CONVENTION
& EXHIBITION CENTRE**

TELECOMMUNICATIONS REQUEST 2008
This form is your official invoice – please keep a copy for your records

All Prices Subject to Applicable Taxes
All Prices Subject to Change Without Notice
(Please see reverse side for terms & conditions)

EVENT #:

EVENT INFORMATION:

EVENT NAME: _____

BOOTH NUMBER:

EVENT DATES: _____

Include Booth Plan if possible.

CUSTOMER INFORMATION:

COMPANY NAME: _____

COMPANY ADDRESS: _____

Street City Province/State Postal/Zip Code

CONTACT NAME: _____ TELEPHONE #: _____

E-MAIL: _____ FAX #: _____

ORDER INFORMATION:

NOTE: Orders placed less than seven days prior to the event are charged at the Standard Rate. Payment must accompany order form. Customer is responsible for providing all equipment for networking computers.

TELEPHONE SERVICES (Supplied to rear of booth)

TELEPHONE LINE ONLY

(For Fax Machines, Credit Card/Debit Machines, Clients supplying own phone, Dial up Access) All lines are programmed with dial 9 for outside access.

Please indicate if line will be used for Dial Up Access

Number Required	Discount Rate	Standard Rate	Total Amount	VCEC Use Only
_____ @	\$ 195.00	\$ 235.00	=	
Yes <input type="checkbox"/>	No <input type="checkbox"/>			
_____ @	\$ 215.00	\$ 255.00	=	
_____ @	\$ 25.00	\$ 30.00	=	
_____ @	\$ 250.00	\$ 250.00	=	
_____ On Request				
_____ @				

TELEPHONE LINE WITH SINGLE SET

VOICE MAIL

OTHER SERVICE CHARGES:

LONG DISTANCE CAPABILITY

\$250.00 Refundable long distance deposit required ONLY if paying by cheque or money order (unused portion to be refunded within 30 days)

MULTI-LINE, SPEAKERPHONE SERVICES, FAX MACHINES, OFFICE ARRANGEMENTS, ISDN LINES, SPECIAL ORDERS

PAYMENT INFORMATION:

Make cheques payable to:

To fax your form or for further inquiries:

SUB TOTAL

VCEC

200 – 999 Canada Place
Vancouver, BC Canada V6C 3C1

Call (604) 647-7206

Fax (604) 647-7325

7% PST

5% GST
(#R100432764)

Discount Rate applicable up to 7 days prior to move-in date. Make all payments in Canadian Funds. All orders must be accompanied by payment.

TOTAL CANADIAN

- Cash Cheque Money Order
 Visa MasterCard American Express Other: _____

Credit Card Number: _____ Expiry Date: _____

Print Name as it Appears on Card: _____

I hereby authorize the VCEC or its agents to install the service(s) described above and agree to assume complete responsibility for all charges for service.

Authorized Signature: _____

Print Name and Title of Authorized Representative

TERMS & CONDITIONS

1. Requests for service and special arrangements at the advance rate must be received no less than seven (7) days prior to scheduled arrival time for move-in. Otherwise the standard rate applies to each service.
2. Complete information must be provided on the Telephone/Internet Order Request Form to ensure prompt processing of the order. Incomplete information will delay processing.
3. Conditions for processing service order forms:
 - a) Payment for service must accompany service orders.
 - b) For new service required at time of show please call (604) 647-7299 or visit the VCEC Service Desk located on the floor of your show during scheduled move-in times.
4. Credit will not be given for service installed and not used.
5. The Customer will be fully responsible for the safekeeping of any equipment during the show and its prompt return at the close of the show to VCEC personnel.
6. It is understood that if after assignment, VCEC must change a pre-assigned I.P. address, the Customer has no recourse for compensation against VCEC. Every effort will be made to maintain the originally assigned address.
7. Only VCEC personnel are authorised to modify system wiring or cabling.
8. Material and equipment furnished by VCEC for this service order shall remain the property of VCEC.
9. Customer shall not and shall not permit any of its users or other third parties to:
 - (a) disclose private communications without permission to parties other than the intended recipient, or the disclosure of confidential information;
 - (b) restrict or inhibit any other user from using and enjoying the Internet;
 - (c) post or transmit any unlawful, threatening, abusive, libelous, defamatory, obscene, pornographic, or profane information of any kind, including without limitation any transmissions constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any local, provincial, state, national or international law, including without limitation, export control laws and regulations;
 - (d) post or transmit any information or software that contains a virus, worm, cancelbot or other harmful component;
 - (e) upload, post, publish, transmit, reproduce, or distribute in any way, information, software or other material obtained through the Internet which is protected by copyright or other proprietary right or derivative works with respect thereto, without obtaining permission of the copyright owner or rightholder; or
 - (f) abuse or fraudulently use the Internet in any way not specifically set forth above.
10. Limitation of Liability
 - (a) Customer understands that Customer and its users may access the Internet through the service. Customer understands further that neither the VCEC nor its Internet Service Provider operate or control the Internet in any way, and that all merchandise, information and services offered or made available or accessible on the Internet are offered or made available or accessible by third parties.
 - (b) Customer assumes total responsibility and risk for Customer's and its users' use of the service and the Internet. Neither the VCEC nor its Internet Service Provider make any express or implied warranties, representations or endorsements whatsoever (including without limitation warranties of title or noninfringement, or the implied warranties of merchantability or fitness for a particular purpose) with regard to any merchandise, information or service provided through the Internet, and neither the VCEC nor its Internet Service Provider shall be liable for any cost or damage arising either directly or indirectly from any such transaction. It is solely Customer's and its users' responsibility to evaluate the accuracy, completeness and usefulness of all opinions, advice, services and other information, and the quality and merchantability of all merchandise, provided on the Internet generally.
 - (c) Customer understands further that the Internet contains unedited materials some of which are sexually explicit or may be offensive to some people. Customer and its users access such materials at their own risk. The VCEC and its Internet Service Provider have no control over and accept no responsibility whatsoever for such materials.
 - (d) The service is provided on an "as is" and "as available" basis without warranties of any kind, either express or implied, including but not limited to warranties of title, noninfringement or implied warranties of merchantability or fitness for a particular purpose. No advice or information given by the VCEC or its Internet Service Provider or their affiliates or their contractors or their respective employees shall create a warranty. Neither the VCEC nor its Internet Service Provider warrants that the service will be uninterrupted or error free or that any information, software or other material accessible on the Internet is free of viruses, worms, trojan horses or other harmful components.
 - (e) Under no circumstances shall the VCEC or its Internet Service Provider or their affiliates or contractors be liable for any direct, indirect, incidental, special, punitive or consequential damages that result in any way from Customer's or its users' use of or inability to use the service or to access the Internet or any part thereof, or Customer's or its users' reliance on or use of information, services or merchandise provided on or through the service, or that result from mistakes, omissions, interruptions, deletion of files, errors, defects, delays in operation, or transmission, or any failure of performance.
 - (f) Without in any manner limiting the express limitations contained in this section, neither the VCEC nor its Internet Service Provider shall be liable to Customer or its users or any other parties for any:
 - (i) act or omission of a telecommunications carrier whose facilities are used in establishing connections;
 - (ii) disclosure of private communications to parties other than the intended recipient, or the disclosure of confidential information;
 - (iii) restriction or inhibition imposed by a third party;
 - (iv) posting, transmittal or receipt of any unlawful, threatening, abusive, libelous, defamatory, obscene, pornographic, or profane information of any kind, including without limitation any transmissions constituting or encouraging conduct that would constitute a criminal offense, give rise to civil liability, or otherwise violate any local, provincial, state, national or international law, including without limitation, export control laws and regulations;
 - (v) posting or transmittal of any information or software that contains a virus, worm, cancelbot or other harmful component;
 - (vi) uploading, downloading, posting, publishing, transmittal, reproducing, or distributing in any way, of information, software or other material obtained through the Internet which is protected by copyright or other proprietary right or derivative works with respect thereto;
 - (vii) infringement of patents or other proprietary rights; or
 - (viii) abuse or fraudulent use of the Internet in any way not specifically set forth above.



**VANCOUVER CONVENTION
& EXHIBITION CENTRE**

ELECTRICAL SERVICES REQUEST 2008

This form is your official invoice – please keep a copy for your records
All electrical services are sold on a per booth or per exhibitor basis
 All Prices Subject to Applicable Taxes
 All Prices Subject to Change Without Notice

EVENT #:

EVENT INFORMATION:

EVENT NAME: _____

BOOTH NUMBER:

EVENT DATES: _____

Include Booth Plan if possible.

CUSTOMER INFORMATION:

COMPANY NAME: _____

COMPANY ADDRESS: _____

	Street	City	Province/State	Postal/Zip Code
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CONTACT NAME: _____ TELEPHONE # () _____

E-MAIL: _____ FAX #: () _____

	Quantity Required		Discount Rate (7 days prior to move-in with payment)	Standard Rate (under 7 days to move-in with payment)		Total Amount	VCEC Use Only
BASIC POWER (Purchased power supplied to rear of booth)							
<input type="checkbox"/> 750 WATTS 115 VOLTS 7.5 AMPS (MINIMUM PER EXHIBITOR)	_____	@	\$ 63.00	\$ 78.00	=		
<input type="checkbox"/> 1500 WATTS 115 VOLTS 15 AMPS	_____	@	\$ 68.00	\$ 83.00	=		
<input type="checkbox"/> 2000 WATTS 115 VOLTS 20 AMPS	_____	@	\$ 78.00	\$ 93.00	=		
<input type="checkbox"/> POWER BAR WITH SURGE PROTECTION (INSTALLATION LABOUR OR POWER SUPPLY NOT INCLUDED)	_____	@	\$ 17.00	\$ 22.00	=		
<input type="checkbox"/> 3 M (10 FT.) EXTENSION CORD (INSTALLATION LABOUR OR POWER SUPPLY NOT INCLUDED)	_____	@	\$ 12.00	\$ 14.00	=		
LIGHTING (Prices include power for light)							
<input type="checkbox"/> DOUBLE 150 WATT FLOOD LIGHT ON STAND	_____	@	\$ 73.00	\$ 88.00	=		
<input type="checkbox"/> SINGLE 500 WATT QUARTZ LIGHT ON STAND	_____	@	\$ 83.00	\$ 98.00	=		
SPECIAL POWER (Above 200 Amps, consult with VCEC for cost)							
<input type="checkbox"/> 30 AMP 120/208 VOLT 1 PHASE OR 3 PHASE	_____	@	\$ 155.00	\$ 175.00	=		
<input type="checkbox"/> 60 AMP 120/208 VOLT 1 PHASE OR 3 PHASE	_____	@	\$ 195.00	\$ 225.00	=		
<input type="checkbox"/> 100 AMP 120/208 VOLT 1 PHASE OR 3 PHASE	_____	@	\$ 375.00	\$ 420.00	=		
<input type="checkbox"/> 200 AMP 120/208 VOLT 1 PHASE OR 3 PHASE	_____	@	On Req.	On Req.	=		
<input type="checkbox"/> Stand-by Electrician (Weekday hourly rate for Electrician labour)	_____	@	\$ 75.00	\$ 75.00	=		
<input type="checkbox"/> Stand-by Electrician (Weekday hourly rate for Electrician labour after 1700 Hrs., Weekends & Canadian Statutory Holidays)	_____	@	\$ 98.00	\$ 98.00	=		
						SUB TOTAL	
						TOTAL CANADIAN	

PAYMENT INFORMATION:

Make Cheques Payable to:

To fax form or for further inquiries:

Call (604) 647-7206

SUB TOTAL

VCEC

**200 – 999 Canada Place
Vancouver, B.C. Canada
V6C 3C1**

Fax (604) 647-7325

5% GST (#R100432764)

Discount Rate applicable up to 7 days prior to move-in date. Make all payments in Canadian Funds. All orders must be accompanied by payment.

TOTAL CANADIAN

- | | | | |
|-------------------------------|-------------------------------------|---|--|
| <input type="checkbox"/> Cash | <input type="checkbox"/> Cheque | <input type="checkbox"/> Money Order | |
| <input type="checkbox"/> Visa | <input type="checkbox"/> MasterCard | <input type="checkbox"/> American Express | Bank Wire Transfer # (Add \$10.00 Service Charge to total) _____ |

Credit Card Number: _____ Expiry Date: _____

Print Name as it Appears on Card: _____

I hereby authorize the VCEC or its agents to install the service(s) described above and agree to assume complete responsibility for all charges for service.

Authorized Signature: _____

Print Name and Title of Authorized Representative

ELECTRICAL SERVICES REQUEST – PAGE 2

CONNECTION TYPE

Amperage _____

Straight Blade

Twistlock

Tie-in

TIE-INS

Please provide Date: _____

Time: _____

FLOOR PLANS

For open plan booths – please provide a floor plan showing the electrical locations. Complete with -

Set-up Date: _____

Time: _____



APPLICATION FOR
EXHIBITOR PARKING PASS AT
CANADA PLACE

Citipark
Box 85
999 Canada Place
Vancouver, BC V6C 3C1
Phone: (604) 684-2251
Fax: (604) 684-2254

NAME _____
MR/MRS/MS LAST NAME FIRST NAME

ADDRESS _____

CITY STATE/PROVINCE COUNTRY POSTAL/ZIP CODE

PHONE # _____
BUSINESS HOME

EVENT NAME _____

START DATE _____ END DATE _____

TOTAL DAYS _____ x \$ _____ = TOTAL DUE \$ _____
(CALL FOR CURRENT RATE)

REFUNDABLE CARD DEPOSIT @ \$20 PER CARD _____ TOTAL DEPOSIT \$ _____

VISA/MASTERCARD # _____ EXPIRY DATE _____

Payable in Canadian Funds Only. We do not accept American Express cards.

PLEASE READ THE FOLLOWING BEFORE DATING & SIGNING THIS CONTRACT:

Charges are for the use of parking space only. This assumes Citipark is not responsible for damage due to fire, theft, collision or otherwise to the vehicle or its contents, however caused.

Any attempts of fraudulent use of the passcard are recorded by the central computer.

PAYMENT OF PARKING MUST be forwarded with the application form 7 DAYS PRIOR to the event date. PASSCARDS MUST BE RETURNED TO OUR OFFICE WITHIN 5 DAYS OF EVENT END OR CARD DEPOSIT IS FORFEITED.

PLEASE ISSUE TWO SEPARATE CHEQUES FOR PARKING PASS AND PARKING CHARGES.

PASSCARDS MAY BE PICKED UP ON THE FIRST DAY OF YOUR EVENT
AT THE PARKING EXIT BOOTH ON P-1 LEVEL

DATE: _____

SIGNATURE: _____



PARKING INFORMATION

For more information about parking, call Citipark at (604) 684-2251 or 684-2251 or fax (604) 684-2254

PARKING AT CANADA PLACE (Location # 1 on diagram below)

- Enter at east side of building (foot of Howe Street) obtain ticket from dispenser & proceed to P1 or P2 for parking
- Use Convention Centre/Hotel elevators (not World Trade Centre elevators)
- For Convention Level: Press "G" for Registration, Ballrooms & Exhibits. For Meeting Rooms: Press "M"

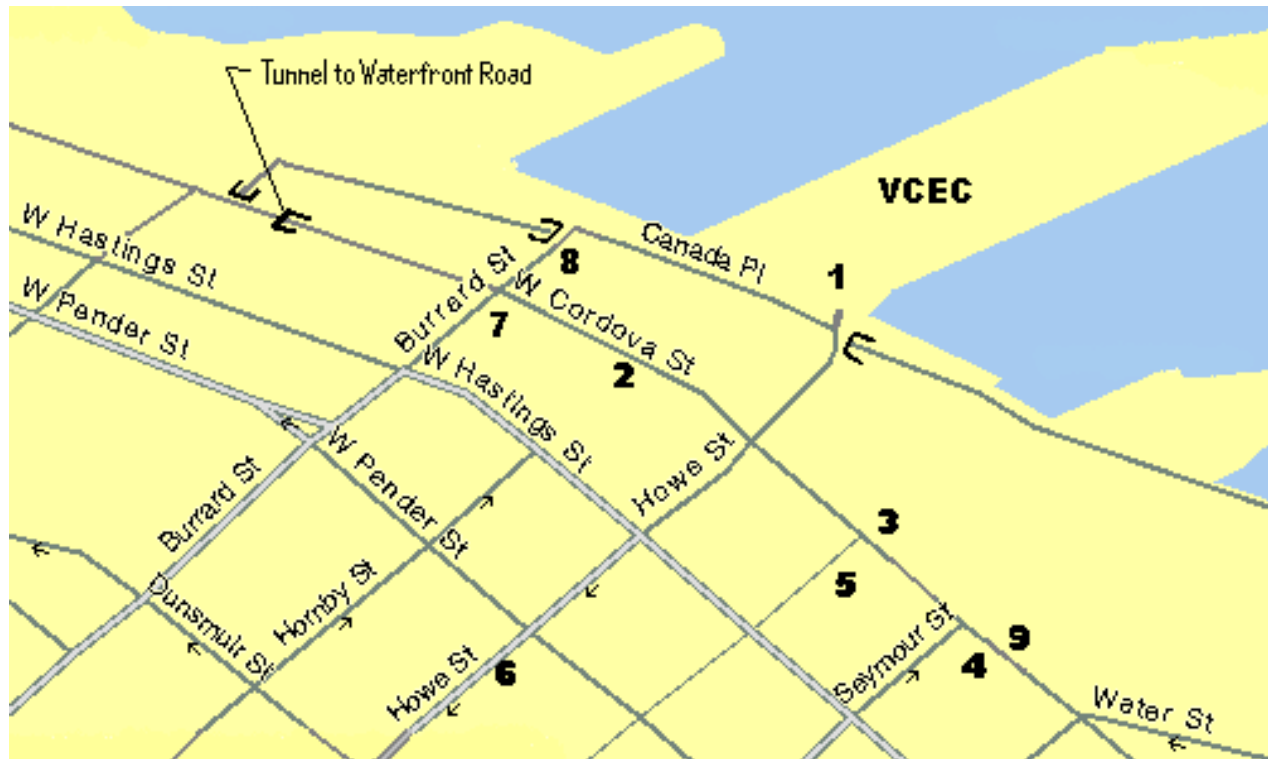
If arriving from alternate parking locations, enter the VCEC through the lobby doors located to the west of the hotel entrance. Ballrooms and Exhibition Halls are at lobby level. For Meeting Rooms, take escalator up one level.

ADDITIONAL PARKING AT OR NEAR CANADA PLACE

- 1 Citipark (At Canada Place) (604) 684-2251
- 2 DPC (604) 682-6744 - 900 Cordova Street – 370 stalls
- 3 200 Granville Street – Imperial Parking (604) 681-3233 ask for extension 273 or 257 – 450 stalls
- 4 Station East – Imperial Parking (604) 681-3233 ask for extension 288 – 600 stalls
- 5 Impark (open lot beside Seabus Terminal)
- 6 Pacific Centre (604) 688 - 7235
- 7 Commerce Place 400 Burrard Street
- 8 Waterfront Centre - 200 Burrard Street – (604) 682-2267 – 750 stalls
- 9 555 Cordova Street – 100 stalls

Transit / Skytrain – (604) 953-3333

Seabus – (604) 986-1501



Telus HotSPOT Information

General Notes

- The on-site Telus HotSPOT is 802.11b compliant.
- There will be on-site signage to advertise the existence of the Hot Spot.
- Currently developing roaming partners, this will allow use on other systems with your Telus account.
- Currently does not work for PDA's.

Basic Requirements

- A WIFI enabled laptop is required.
 - Supported operating systems:
 - MS Windows XP
 - Windows 2000
 - Safari
 - Wi-Fi settings:
 - Service Set Identifier (SSID or network name) set to the ANY default or set to TELUS
 - WEP security turned off .
- A Web Browser is required.
 - Internet Explorer V5.0+ with 128-bit SSL Or Netscape Navigator V6.0+ with 128-bit SSL
 - JavaScript enabled.
 - Cookies enabled.
 - Proxy settings turned off.
 - Pop-up window feature turned on (required for session management window)

Rates - Prices are subject to change. Contact TELUS 1-888-253-4937 for any inquires.

HotSPOT Hour	HotSPOT Day	HotSPOT Week	HotSPOT Month
\$8	\$15	\$25	\$40
HotSPOT access for 1 hour valid at the purchase HotSPOT	HotSPOT access for 24 hours valid at the purchase HotSPOT	HotSPOT access for 7 days valid at any TELUS Mobility HotSPOT	HotSPOT access for 30 days valid at any TELUS Mobility HotSPOT

Please note that your purchased sessions will be activated on their first use and consumed regardless of whether you are connected (similar to a parking meter).

You can purchase multiple sessions even if you have time remaining in your account. Any additional sessions that you purchase will be activated when your current session expires. If you require additional HotSPOT time while you are in a session, click "Buy more time" on the HotSPOT session information window. Please note that you must start using any additional HotSPOT time within 6 months of the purchase date.

For example:

- If you have 30 minutes remaining in your account and add an additional hour, that hour will be activated automatically when your original session time expires.
- If you disconnect prior to your original session time, the additional hour you purchased will remain dormant (for up to 6 months) and available for you during your next login.
- If you remain connected beyond your original time, the second hourly plan will automatically be activated and will expire after 60 minutes.

Payment

Payment is made on line using any of the three major credit cards.

- Visa (Canadian cards only at this time)
- Master Card
- Amrican Express

Accessing the HotSPOT

- Launch your Web Browser, go to HotSPOT page.
 - Register for a TELUS Mobility HotSPOT account or log in to your existing account.
 - Choose a HotSPOT rate plan.
 - Enter your payment information.

Help Line Number

1-888-253-4937